



Ketchum Urban Renewal Agency

480 East Avenue North
Ketchum, ID 83340
<http://ketchumura.org>

Regular Meeting

~ Minutes ~

Monday, July 16, 2018

2:00 PM

Ketchum City Hall

Present: Chairman Mark Nieves
Vice Chair Susan Scovell
Commissioner Gary Lipton
Commissioner Jim Slanetz
Commissioner Shelley Seibel
Commissioner Cameron Packer
Commissioner Amanda Breen

Staff Present: John Gaeddert, Director of Planning and Building
Ryan Armbruster, URA Attorney – Present by phone
Suzanne Frick – Executive Director
Grant Gager - Treasurer
Robin Crotty – Secretary

1. 2:00 PM- CALL TO ORDER

Chair Mark Nieves called the meeting to order at 2:00 p.m.

2. CONSENT CALENDAR Note: (ALL ACTION ITEMS)

3. a. Approval of Minutes: May 21, 2018 regular meeting

4. b. Approval of Current Bills: see packet

Motion to approve consent item b.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Amanda Breen, Commissioner
SECONDER: Jim Slanetz, Commissioner
AYES: Slanetz, Lipton, Nieves, Seibel, Packer, Scovell, Breen

Commissioner Amanda Breen pulled the minutes for correction to who was present and absent.

Motion to approve minutes with corrections to the attendance.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Amanda Breen, Commissioner
SECONDER: Susan Scovell, Commissioner
AYES: Slanetz, Lipton, Nieves, Seibel, Packer, Scovell, Breen

3. COMMUNICATIONS FROM THE BOARD OF COMMISSIONERS

Commissioner Gary Lipton questioned the funds that have been earmarked to the Ketchum Hotel for curbs in front of coffee shop. He stated that there is no coffee shop. Commissioner Jim Slanetz said the money expires soon. Gary Lipton would like the expiration dates changed to a shorter period of time for these types of agreements going forward and that 1 year is too long. Commissioner Amanda Breen suggested this be put on the next agenda to discuss. Treasurer Grant Gager explained that that agreement expires on or about September 27, 2018. Gary Lipton asked for procedures regarding changing an agreement the board has already agreed on. He referenced the Jack Barriteau agreement.

Executive Director Suzanne Frick explained that this item is not on the agenda and this will need to be put on the next agenda for a conversation. Chair Mark Nieves requested a copy of the Trail Creek agreement be included in the August packet for review and discussion

4. COMMUNICATIONS FROM THE PUBLIC

No comments

5. NEW BUSINESS:**a. ACTION ITEM: Sun Valley Dental Arts Building request for funding**

Jack Rutherford Architect for Sun Valley Dental Arts Center was present to request funding for enhanced offsite improvements. He talked about drainage in the street area and requested funds to reshape the paving to put in more catch basins. He is also asking for offsite handicapped ramps. They are proposing 3 ramps to connect further out.

Commissioner Gary Lipton asked if plans have been submitted to Planning & Zoning. Jack Rutherford explained where they are in the approval process. He believes they are all squared away with all approvals. Gary Lipton asked for clarification on what is required and what they are asking for. Jack Rutherford explained the upgrades they are requesting. Gary Lipton asked the cost of the bare bones project instead of the upgraded requests. Jack Rutherford explained that upgrading the ramp would be \$2000. Adding the two handicapped ramps would be an additional \$5,000 to \$7,000 apiece. Chair Mark Nieves asked for a break out of construction cost to assist them with their decision-making process. Jack Rutherford said he will get that information and bring it back to the KURA.

Commissioner Jim Slanetz questioned the KURA involvement of the heated sidewalks. He is leaning toward the basic sidewalk and put further funding toward additional sidewalks elsewhere. He would like to be more careful with the tax payer's money.

Vice Chair Susan Scovell agrees with Commissioner Jim Slanetz. She questioned the roadway paving cost. Jack Rutherford explained the re-rolling of the pavement and the problems that currently exist.

Commissioner Cameron Packer agrees with Commissioner Jim Slanetz. She does see public benefit for some things on the list.

Commissioner Amanda Breen agrees with the other Commissioners. She asked if he needs a more specific list.

Chair Mark Nieves asked Jack Rutherford to resubmit his request to Director of Planning & Building John Gaeddert and it will be placed on the next agenda for additional discussion. Attorney Ryan Armbruster advised that an agreement would need to be discussed and approved at the next meeting. The time frame of the completion of the building was discussed.

This will be continued to the August 20, 2018 agenda.

b. ACTION ITEM: SVED Quarterly update and request for FY19 funds – Executive Director Harry Griffith

Councilor Amanda Breen recused herself from this discussion.

Executive Director Harry Griffith presented. A hi-tech relocation candidate has identified Ketchum as the location of preference. Harry Griffith talked about tax reimbursement incentive and if it's in the KURA area he will be back to ask for funding. Harry Griffith talked about E-commerce and SVED's involvement and let the Commissioners know that October 30, 2018 is the Summit. He talked about possible upcoming events coming to town and about approval for \$25,000 grant funding for e-commerce and finalizing budget requests from all the cities.

Commissioner Gary Lipton asked how SVED got that grant and KIC cannot. Harry Griffith explained the process and the timing of receiving the grant.

Commissioner Jim Slanetz questioned the business recruitment and things not materializing. Executive Director Harry Griffith talked about attraction, retention and helping businesses grow. He talked about the process of recruitment and all that SVED does to attract big companies to Ketchum. Jim Slanetz talked about return on investment. Harry Griffith advised that he thinks this is a good investment and said that nobody else is doing what they are doing. Chair Mark Nieves agree that somebody has to be out there doing this. Mark Nieves asked Harry Griffith to submit a formal request for next year's budget.

c. ACTION ITEM: Presentation of the preliminary FY 18/19 Budget – Treasurer, Grant Gager

Treasurer, Grant Gager, presented the proposed budget in detail. He talked about debt service as well as economic development. He went over the reimbursements before the KURA and over the Chairs recommendations. He talked about the Infrastructure money division that has been done historically and what is being proposed now.

Commissioner Gary Lipton questioned the \$94,151. Treasurer Grant Gager explained the specifics of that account and what it consists of. Gary Lipton questioned staff reimbursement costs. Grant Gager will send Gary Lipton a breakdown. Grant Gager explained the contingency account. Gary Lipton questioned if any money was left over from FY 18. Grant Gager advised \$75,000 to \$100,000 is likely.

Commissioner Jim Slanetz questioned the funds. Treasurer Grant Gager went over each fund in detail and explained that the donation of 491 Sun Valley Rd. building to the City is included in that figure. Grant Gager explained how things flow in and out of the balance sheet.

Mayor Neil Bradshaw spoke and advised the Commission that he is hoping to see progress on affordable housing in Northwood 2. He does not know how much money will be needed for infrastructure but is estimating \$400,000 to \$500,000 over 2 years. Mayor Bradshaw advised that he wanted to put this on the Commissioners radar for a possible future ask.

Attorney Ryan Armbruster explained the adoption process.

Motion to adopt the proposed budget for the Fiscal Year commencing October 1, 2018 and ending September 30, 2019 and to authorize Treasurer Grant Gager to publish the notice for August 2018.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Mark Nieves, Chair
SECONDER:	Susan Scovell, Vice Chair
AYES:	Slanetz, Lipton, Nieves, Siebel, Packer, Scovell, Breen

6. OLD BUSINESS

a. Update of the status of Owner Participation Agreements

Director of Planning & Building John Gaeddert talked about the document in the packet outlining the current Owner Participation Agreement's that are currently out there. John Gaeddert will look over the agreements and come back with more detail.

7. STAFF REPORTS

Director of Planning & Building John Gaeddert talked about a 100% residential project. The overall project is aimed at being affordable. He has questions on the public fund participation agreements. Deed restriction and community housing was discussed. Chair Mark Nieves talked about a previous matrix that was used to help decide on projects that can come before the commission.

Director of Planning & Building John Gaeddert talked about an Idaho Power presentation that will be coming to this board in either August or September. The likely spot will be in the KURA District.

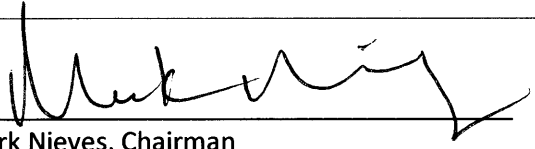
Director of Planning & Building John Gaeddert advised that there is possibly new dynamics for a new KURA District. He advised that Attorney Ryan Armbruster will need to weigh in on this and will be able to give an overview of how this would work. John Gaeddert explained they would be separate districts. Commissioner Gary Lipton asked if this discussion could be done in Executive Session. Ryan Armbruster explained that the discussion should be done in open session. Commissioner Shelley Seibel asked Ryan Armbruster if he has seen this in other KURA's. Ryan Armbruster explained that he has seen it and it is not uncommon. He gave examples of how other boards have done this in the past.

SVED Executive Director Harry Griffith talked about deed restriction and the different types. He asked the commission to keep that in mind.

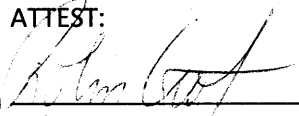
8. ADJOURNMENT

Motion to adjourn at 3:23 p.m.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Mark Nieves, Chair
SECONDER:	Gary Lipton, Commissioner
AYES:	Slanetz, Lipton, Nieves, Seibel, Packer, Scovell, Breen


Mark Nieves, Chairman

ATTEST:


Robin Crotty, Secretary