



Ketchum Urban Renewal Agency

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

Regular Meeting

~ Minutes ~

Admin

Monday, March 19, 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: Micah Austin, Director of Planning and Building
Ryan Armbruster – URA Attorney
Neil Bradshaw - Mayor
Suzanne Frick – City Administrator
Grant Gager - Treasurer
Robin Crotty - Secretary

1. 2:00 PM- CALL TO ORDER

Chair Mark Nieves called the meeting to order at 2:03 p.m.

a. Approval of Minutes:

1. February 12, 2018 Special Meeting- Workshop
2. February 20, 2018 Regular Meeting
3. March 2, 2018 Special Meeting
4. March 8, 2018 Special meeting

b. Approval of Current Bills

Motion to approve minutes and bills

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

3. COMMUNICATIONS FROM THE BOARD OF COMMISSIONERS

Commissioner Gary Lipton questioned Attorney Ryan Armbruster in regard to the KURA signing the contract for the purchase of the Parking Lot. He questioned if everything is being done correctly and no mistakes are being made.

4. COMMUNICATIONS FROM THE PUBLIC

Chair Mark Nieves asked for public comment.

Julie Johnson, owner and operator of Nourish Me talked about her patrons and her opinion of the parking lot. She asked the KURA to take into consideration the future of this lot. Councilor Amanda Breen encouraged Julie Johnson to come to the council meeting this evening. Chair Mark Nieves advised that the board will note her comments.

There was not further public comment. Chair Mark Nieves closed public comment.

5. NEW BUSINESS

a. Public Hearing and Presentation of Annual Report

Treasurer, Grant Gager, presented the Annual Report. The report is included in the packet with the year-end annual finances. He asked the commission for questions/comments. There were no questions. Grant Gager went on to advise the board about the net revenue for the end of year and what is available for projects in the next year.

Chair Mark Nieves opened the meeting for public comment. There was none.

Commissioner Jim Slanetz questioned the balance sheet. Treasurer, Grant Gager, explained the formula and how the bonds work. Chair Mark Nieves questioned the liabilities. Grant Gager explained the full value of the bond out to 2034.

Motion to approve the annual report and authorize staff to formally file and publish the notice.

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

b. Discussion and Approval of Resolution 18-URA5 approving a Purchase and Sale Agreement for Lots 5 and 6, Block 19, Ketchum Townsite

Director of Planning & Building Micah Austin advised the purchase and sales agreement has been changed per direction given at the last meeting. Attorney Ryan Armbruster confirmed and advised that the resolution approves the purchase and sale agreement. He advised that he is comfortable that the commission is moving forward in a legal manner. Future plans of the lot will be up to the commission. Micah Austin advised that the environmental study came back with no issues.

Commissioner Gary Lipton questioned the contract saying the payment will be \$4,000 per month, not per year. Ryan Armbruster clarified that the contract was correct, however, the staff report is incorrect.

Motion to approve Resolution 18-URA5

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

c. Discussion and approval of Resolution 18-URA6, authorizing the Finance Director to commence reimbursement to Limelight Ketchum LLC for costs associated with constructing public infrastructure

for the Limelight Hotel and in accordance with the Owner Participation Chair Mark Nieves asked commission for comments. Micah Austin talked about the reimbursement request that was submitted. The reimbursement amount \$1,305,198 are all the eligible expenses associated with this project.

Jim Garrison, speaking for the Limelight Hotel, thanked the board for their many years of help on this. A bronze plaque will be placed on the building in recognition of the KURA.

Attorney Jim Laski talked about the mechanics of the pay back and how the agreement reads. He advised that the resolution is not clear. Chair Mark Nieves deferred to Treasurer, Grant Gager, who advised that a tax payment was made in January of 2018. The timing of the KURA receiving the taxes and dispersing of payment was discussed as well as the formula for pay back. Grant Gager explained we will be paying out the agreement to 2026 or 2027 and clarified that the taxes are based on occupancy and when the furniture is moved in as well as the value of the land.

Motion to approve Resolution 18-URA6, thereby authorizing reimbursement of public infrastructure expenses to Limelight Ketchum LLC in an amount not to exceed \$1,305,198.

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

d. Discussion of future staffing options and costs (Micah Austin and Grant Gager)

Director of Planning & Building Micah Austin talked in detail about 6 different staffing options for the KURA going forward. He recommends Option 2. The 1st page of his report gave an overview of current staffing which is all staffed by City of Ketchum employees. He talked about how the funds are transferred from the city to the KURA. He advised that \$30,000 is for the use of the room, microphones, software etc.

Attorney Ryan Armbruster gave examples of what other agencies are doing throughout the state of Idaho and what the statute requires.

Commissioner Cameron Packer questioned if it is realistic for the City to share the Director of Planning & Building's position going forward. Micah Austin advised that it is possible as long as the City maintains its staffing in planning.

Mayor Neil Bradshaw advised that we are always evaluating this. Currently the city does not plan on making any changes and is open to conversations with the KURA. Mayor Bradshaw advised that John Gaeddert is aware of how the KURA runs. Commissioner Amanda Breen does not see a need to change the model right now. Commissioner Gary Lipton questioned minute taking and what is required. Ryan Armbruster clarified that minutes are required. Gary Lipton asked if a Resolution is made does the board need to approve or can an individual approve something. Ryan Armbruster explained that no individual has the authority to approve. Resolutions are approved by the commission. Chair Mark Nieves is in favor of having the lead role be part of the City. Commissioner Jim Slanetz agreed with Chair Mark Nieves. It's important to have somebody in the thick of it to be the Director. All were in agreement with #2 and to keep the lines of communication open.

e. Discussion of replacing sidewalks within the urban renewal area based on the Board's priorities from the planning workshop conducted on February 12, 2018.

Director of Planning & Building Micah Austin presented the sidewalk map that Commissioner Susan Scovell created. He took the map to Sean Flynn at Galena Engineering for an evaluation of the sidewalks. A task order needs to be signed with Galena to move this project forward. Micah Austin recommends Galena represent the board on this issue. Sean Flynn will be ready to present his findings at the April meeting. Chair Mark Nieves asked what they can expect from Galena. Micah Austin explained the rating process of the sidewalks and advised that Galena would explain how the KURA could move forward with this project. Commissioner Gary Lipton asked for the plan to be sent to the board prior to the meeting so they have time to review. Micah Austin advised a tree assessment will be part of the study.

Motion to direct staff to engage Galena Engineering to provide a feasibility ranking list of the side segments identified on the map in the Commissioners packet.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Cameron Packer, Commissioner
SECONDER:	Shelley Siebel, Commissioner
AYES:	Slanetz, Lipton, Nieves, Siebel, Packer, Scovell, Breen

6. OLD BUSINESS

a. Continuation of discussion on amending the Participation Policy

Chair Mark Nieves advised that this was discussed at the workshop, but no decisions were made. The question is still, do they fund, or do they not fund nonprofits? Commissioner Gary Lipton clarified that he thought they were not financing any nonprofits. Director of Planning & Building Micah Austin clarified that there has never been a policy to fund nonprofits. He talked about the Argyros project that came before them and how it got there. Mark Nieves advised that he likes the flexibility to looking at all projects and discussing the benefit of them. Mark Nieves talked about the number of nonprofits in the area and where they are located. Commissioner Cameron Packer questioned the language in the agreement. The board is in agreement that no changes need to be made to the current policy. Attorney Ryan Armbruster talked about the participation policy and how it works and about what the KURA can pay for a not for profit.

7. LEGISLATIVE UPDATES (Ryan Armbruster, KURA Attorney)

Attorney Ryan Armbruster advised that the Legislature will adjourn the end of this week or next. There are no KURA items in the process at this time.

8. STAFF REPORTS

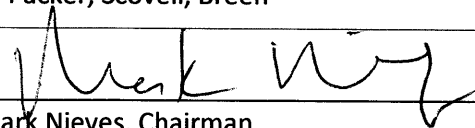
Director of Planning & Building Micah Austin thanked the commission for attending all the meetings over the last month and thanked the board for the time he served.

Commissioner Gary Lipton asked Attorney Ryan Armbruster for reasons to call for an executive session and who can attend. Ryan Armbruster explained that only board members and staff can attend, and the reasons for calling an executive session.

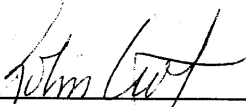
9. ADJOURNMENT

Motion to adjourn at 3:34 p.m.

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



Mark Nieves, Chairman

ATTEST: 

Robin Crotty, Secretary