



KETCHUM URBAN RENEWAL BOARD MEETING Agenda

REGULAR MEETING

May 17, 2021 beginning at 2:00 PM

480 East Avenue, Ketchum, Idaho

In recognition of the Coronavirus (COVID-19), members of the public may observe the meeting live on the City's website at <https://www.ketchumura.org/kura/meetings>. If you would like to comment on an agenda item, please submit your comment to participate@ketcumidaho.org by noon the day of the meeting. Comments will be provided to the Ketchum Urban Renewal Agency.

CALL TO ORDER

ROLL CALL

CONSENT CALENDAR: (ALL ACTION ITEMS)

- [1.](#) Minutes of March 15, 2021
- [2.](#) Minutes of April 19, 2021
- [3.](#) Minutes of May 5, 2021

COMMUNICATIONS FROM THE BOARD OF COMMISSIONERS

DISCUSSION ITEMS

- [4.](#) ACTION ITEM: Recommendation to consider and provide direction on funding a master plan for the area consisting of the Ore Wagon Museum, Bonning Cabin, and Little Park.
- [5.](#) ACTION ITEM: Recommendation to consider and provide direction on funding a master plan for Town Square
- [6.](#) Discussion and direction to staff on proposed contract for services between the KURA and City of Ketchum
- [7.](#) Recommendation to prioritize transportation projects that would be eligible for KURA funding
8. Discussion on format of KURA meetings (in person or remote) and identify a date for the KURA budget workshop
9. Update on status of KURA 2021 Bond
10. Legislative Update
11. Update on KURA funded projects

ADJOURNMENT



Any person needing special accommodations to participate in the above noticed meeting should contact the Ketchum Urban Renewal Agency prior to the meeting at (208) 726-3841. This agenda is subject to revisions and additions. NOTE: Revised portions of the agenda are underlined in bold. Public information on agenda items is available in the Clerk's Office located at 480 East Ave. N in Ketchum or (208) 726-3841.

STAY INFORMED! – visit www.ketchumura.org To receive notifications from the Ketchum Urban Renewal Agency, please sign up at www.ketchumura.org. Here you can select to receive email and/or text notifications when meeting agendas, packets and minutes are posted.



Ketchum Urban Renewal Agency

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

Regular Meeting

~ Minutes ~

Admin

Monday, March 15, 2021

2:00 PM

Ketchum City Hall

CALL TO ORDER

Chair Johnson called the meeting to order at 2:02pm.

ROLL CALL

PRESENT

Chair Ed Johnson

Vice Chair Casey Dove (Teleconference)

Commissioner Amanda Breen (Teleconference)

Commissioner Casey Burke (Teleconference)

Commissioner Carson Palmer (Teleconference)

Commissioner Susan Scovell (Teleconference)

Commissioner Jim Slanetz (Teleconference)

ALSO PRESENT

Executive Director Suzanne Frick

City Administrator Jade Riley (Teleconference)

Attorney Ryan Ambruster (Teleconference)

CONSENT CALENDAR: (ALL ACTION ITEMS) (06:42)

Motion to approve consent calendar.

Motion made by Commissioner Scovell, Seconded by Commissioner Breen.

Voting Yea: Chair Johnson, Vice Chair Dove, Commissioner Breen, Commissioner Burke, Commissioner Palmer, Commissioner Scovell, Commissioner Slanetz

1. ACTION ITEM: Approval of January 19, 2021 meeting minutes
2. ACTION ITEM: Approval of KURA payments

COMMUNICATIONS FROM THE BOARD OF COMMISSIONERS

Chair Ed Johnson notified the board that he has created a new process for the agenda and will continue the process going forward.

No further communication.

PUBLIC HEARING

1. 2020 KURA Annual Report

Executive Director Suzanne Frick advised that this is the official public hearing to adopt the annual report. At the last board meeting comments were provided and there was a category for property tax replacement revenue and it should have been tax increment revenue. She is asking the board to approve and review the annual report. Chair Ed Johnson questioned the depreciation of the building in the report. Chair Ed Johnson questioned the depreciation of the building in the report. Executive Director Suzanne Frick said they should have no depreciation of buildings. They only own parking lots. Chair Ed Johnson also questioned the deadline of the report and Attorney Ryan Ambruster explained that changes can be made in the motion.

The item was opened for public comment. There was nobody present or on the line for public comment. Chair Ed Johnson closed public comment.

Motion to approve the 2020 KURA Annual Report as revised by the discussion and direct staff to formally file a report with the City Clerk and public the notice of filing.

Motion made by Commissioner Slanetz, Seconded by Commissioner Scovell.

Voting Yea: Chair Johnson, Vice Chair Dove, Commissioner Breen, Commissioner Burke, Commissioner Palmer, Commissioner Scovell, Commissioner Slanetz

DISCUSSION ITEMS

1. Agreement with Piper Sandler

Eric Heringer and Executive Director Suzanne Frick presented. Last meeting the board approved the chair to sign the agreement with Piper Sandler. The contract has been finalized along with the scope of work.

Eric Heringer presented the bond refinancing project. He summarized the existing bond and went over the par amount issued, the final maturity, the current outstanding amount, the Max Annual Debt Service, Call Date, Call Price, DSRF Requirement and talked about the Additional Bonds Test.

Attorney Ryan Ambruster asked Eric Heringer to email the presentation to Executive Director Suzanne Frick so she could get it out to the board members. Ryan Ambruster will work with Executive Director Suzanne Frick and complete all the pending Owner Participation Agreements (OPA's) and see exactly what the obligation is. Ed Johnson asked Eric Heringer about priorities of the financing. He would like to keep this as simple as possible and hold the \$540,000 in reserves. Vice Chair Casey Dove agrees with releasing the debt service. Ryan Amburster said if we make the decision to move forward we will need to confer with bond counsel. Casey Dove agreed to advise bond counsel now before moving forward with structuring the bond.

Motion to move forward and confirm the scope that Eric Heringer laid out. Attorney Ryan Ambruster and Executive Director Suzanne Frick will gather Owner Participation Agreements and associated information.

Motion made by Vice Chair Casey Dove, Seconded by Commissioner Jim Slanetz.

Voting Yea: Chair Johnson, Vice Chair Dove, Commissioner Breen, Commissioner Burke, Commissioner Palmer, Commissioner Scovell, Commissioner Slanetz

2. Direction on KURA Staffing

Chair Ed Johnson explained that this discussion came forth with the departure of Treasurer Grant Gager. Executive Director Suzanne Frick said it is up to the board as to the direction they wish to pursue. She explained the City decision and the security reason for it. Attorney Ryan Ambruster explained the 3 different models that other cities in the state use. The Board discussed options.

Ed Johnson asked for a written agreement between the City and KURA before moving forward. All Commissioners agreed with a written agreement.

Motion to authorize Attorney Ryan Ambruster and Executive Director Suzanne Frick to work up a draft agreement to bring back to commission and circulate to the city as well.

Motion made by Commissioner Susan Scovell, Seconded by Commissioner Amanda Breen.

Voting Yea: Chair Johnson, Vice Chair Dove, Commissioner Breen, Commissioner Burke, Commissioner Palmer, Commissioner Scovell, Commissioner Slanetz

3. Signature Authorization

Chair Ed Johnson voiced concern about authorized signers on the KURA bank account and the Board being made aware of who they are prior to decision. The Board was in agreement.

Motion to authorize signatories on the agency as Executive Director Suzanne Frick, Chair Ed Johnson and Vice Chair Casey Dove.

Motion made by Commissioner Susan Scovell, Seconded by Commissioner Carson Palmer.

Voting Yea: Chair Johnson, Vice Chair Dove, Commissioner Breen, Commissioner Burke, Commissioner Palmer, Commissioner Scovell, Commissioner Slanetz

4. Draft Transportation Plan

City Administrator Jade Riley showed a presentation of the City of Ketchum proposed Master Transportation Plan. He talked about the Background & Purpose, Scope of the project, Key Findings, Recommended projects and Proposed Next Steps. Street Superintendent Brian Christiansen thanked the board for their support and funding of the sidewalks.

Chair Ed Johnson questioned the ADA ramp improvements. Brian Christiansen said that the City was very behind on ADA and crews have been working on the improvements over the last number of years. Sun Valley Rd. improvements were discussed. Commissioner Susan Scovell voiced appreciation of Brian Christiansen and his crew.

5. Legislative Update from Attorney

Attorney Ryan Ambruster talked about the legislative bills going to the Governor's office as well as what is currently being discussed.

ADJOURNMENT

Motion to adjourn at 3:50 pm.

Motion made by Vice Chair Casey Dove, Seconded by Commissioner Casey Burke.

Voting Yea: Chair Johnson, Commissioner Breen, Commissioner Burke, Commissioner Scovell,
Commissioner Slanetz

Ed Johnson, Chair

ATTEST:

Maureen Puddicombe, Acting Secretary



Ketchum Urban Renewal Agency

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

Regular Meeting

~ Minutes ~

Admin

Monday, April 19, 2021

2:00 PM

Ketchum City Hall

CALL TO ORDER

The meeting was called to order at 2:00 pm by Vice-Chair Casey Dove.

ROLL CALL

PRESENT

Vice Chair Casey Dove (Teleconference)
Commissioner Amanda Breen (Teleconference)
Commissioner Casey Burke (Teleconference)
Commissioner Carson Palmer (Teleconference)
Commissioner Susan Scovell (Teleconference, arrived at 2:05)
Commissioner Jim Slanetz (Teleconference)

ABSENT

Chair Ed Johnson

ALSO PRESENT

Executive Director Suzanne Frick
Attorney Ryan Armbruster (teleconference)
Harry Griffith, SVED
Acting Secretary Maureen Puddicombe

CONSENT CALENDAR: (ALL ACTION ITEMS)

Motion to approve the Consent Calendar.

1. Recommendation to approve KURA bills

Motion made by Vice-Chair Dove, Seconded Commissioner by Casey Burke

Voting Yea: Vice Chair Dove, Commissioner Breen, Commissioner Burke, Commissioner Palmer,
Commissioner Slanetz, Commissioner Scovell was absent

COMMUNICATIONS FROM THE BOARD OF COMMISSIONERS

DISCUSSION ITEMS

2. Discussion and direction on refinancing of 2010 Bonds

There was a discussion of bond refinancing options. Options included Market Sale or Bank Placement. Refinancing, interest rates, and timelines were discussed.

3. Discussion and direction to staff on selection of Bond Counsel for 2021 bond refinancing
4. ACTION ITEM: Recommendation to review and approve SVED quarterly payment
Commissioner Amanda Breen excused herself from this item.
Harry Griffith, SVED, spoke of Jester as a tax incentive for job creation. A company in a rural area created 5 new jobs for sales tax, payroll tax, and corp taxes. There would be 18% payback per year over 5 years for the creation of 20 new full-time jobs. There would be no effect on local taxes collected by the City. He also spoke to the 2021 action plan and return on investment over the last 1-5 years.

Motion to approve the SVED quarterly payment.

Motion made by Commissioner Slanetz, Seconded by Commissioner Burke.

Voting Yea: Vice Chair Dove, Commissioner Breen, Commissioner Burke, Commissioner Palmer, Commissioner Scovell, Commissioner Slanetz.

5. Recommendation to review, discuss and prioritize for funding Transportation Plan capital improvement projects
Suzanne Frick presented the Transportation Plan to discuss KURA interest in participating in funding of the plan. Discussion was tabled to the next meeting.
6. Update on HAWK signal installation at E 4th Street and Main Street
Installation to begin May 3, 2021. The Commission felt there was a need to start educating the public now. The signal is anticipated to be in operation in July 2021 as well as the Pedestrian Scramble signal at Main Street and Sun Valley Road.
Construction will be at 4th Street. Sun Valley Rd activity will be on the signals.
7. Discussion and direction to staff on projects to fund in FY 2021
Executive Director Suzanne Frick presented new projects looking for funding and asking for priorities. She noted decisions would need to be made by May. Commissioner Slanetz thought more discussion was needed. Director Frick suggested a workshop in May to set priority of the projects. Commissioner Palmer thought all the projects were worthy of consideration. He suggested starting at the top of the list and working down. Commissioner Breen thought some were challenging and requested specific costs. She agreed sidewalks were a priority. Director Frick noted that the Gem Street sidewalks would be part of the Highway 75 Improvement Project. Director Frick thought some projects may be put on hold due to the currently high cost of labor and materials. Commissioner Dove asked if any projects were safety related and Director Frick indicated they were not. They were based on connectivity and walk ability. The City Engineer will review for safety standards. Director Frick agreed to return with updated costs, safety and priority status at the next meeting.
8. Recommendation to discuss and provide direction on draft Administration and Support Services Agreement

An agreement between the City and the KURA for the City to provide a level of Staff support to the KURA was discussed. Either party would be able to terminate the agreement. The discussion was continued to the next meeting.

9. ACTION ITEM: Recommendation to review and approve legal services billing for the 2021 bond refinancing.

Commissioner Breen thought the proposed attorney fees of \$250.00/hour to be reasonable.

Motion to authorize the legal services billing for the 2021 bond refinancing.

Motion made by Commissioner Breen, Seconded by Commissioner Slanetz.

Voting Yea: Vice Chair Dove, Commissioner Breen, Commissioner Burke, Commissioner Palmer, Commissioner Scovell, Commissioner Slanetz

10. Legislative Update from KURA Attorney

There were no updates at this time. The Legislature has discussed property tax relief and an increase to the homeowner's exemption.

Education and transportation bills have not been completed.

ADJOURNMENT

Motion to adjourn at 3:44 pm.

Motion made by Commissioner Slanetz, Seconded by Vice Chair Dove.

Voting Yea: Vice Chair Dove, Commissioner Breen, Commissioner Burke, Commissioner Palmer, Commissioner Scovell, Commissioner Slanetz

Casey Dove – Vice-Chair

ATTEST:

Maureen Puddicombe, Acting Secretary



Ketchum Urban Renewal Agency

Special Meeting

~ Minutes ~

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

Admin

Wednesday, May 05, 2021

3:00 PM

Ketchum City Hall

CALL TO ORDER

The meeting was called to order at 3:00 PM. By Chair Ed Johnson.

ROLL CALL

PRESENT

Chair Ed Johnson (Teleconference)
Vice Chair Casey Dove (Teleconference)
Commissioner Amanda Breen (Teleconference)
Commissioner Casey Burke (Teleconference)
Commissioner Carson Palmer (Teleconference)
Commissioner Susan Scovell (Teleconference)

ABSENT

Commissioner Jim Slanetz

ALSO PRESENT

Executive Director Suzanne Frick
Attorney Ryan Armbruster
Acting Secretary Maureen Puddicombe

COMMUNICATIONS FROM THE BOARD OF COMMISSIONERS

DISCUSSION ITEMS

1. ACTION ITEM: Recommendation to approve Engagement Letter 50069 with Skinner Fawcett for Bond Counsel Services

Motion to approve engagement letter 50069 with Skinner-Fawcett and authorize the chair to sign the engagement letter.

Motion made by Commissioner Breen, Seconded by Commissioner Scovell
Voting Yea: Chair Johnson, Vice Chair Dove, Commissioner Breen, Commissioner Burke,

Commissioner Palmer, Commissioner Scovell.

2. ACTION ITEM: Recommendation to approve issuance of a Request for Proposal (RFP) for Direct Loan or Direct Purchase of 2021 KURA Bond and proposed list of banks who will receive the RFP

The Commission recommended asking the Bank for a fixed rate proposal to include pre-payment options, indicate a firm or variable interest rate offer, identify a timeline for final credit approval, and include all Bank fees. They wanted a response from the bank within 21 days.

Motion to approve the 2021 KURA Bond

Motion made by Commissioner Scovell, Seconded by Vice Chair Dove.

Voting Yea: Chair Johnson, Vice Chair Dove, Commissioner Breen, Commissioner Burke, Commissioner Palmer, Commissioner Scovell.

ADJOURNMENT

Motion to adjourn at 3:33 PM

Ed Johnson, Chair

ATTEST:

Maureen Puddicombe, Acting Secretary



Ketchum Urban Renewal Agency

P.O. Box 2315 | 480 East Ave. N. | Ketchum, ID 83340

May 17, 2021

Chair and Commissioners
Ketchum Urban Renewal Agency
Ketchum, Idaho

Recommendation to review and provide direction to staff on the request from City of Ketchum for funding to prepare a comprehensive master plan for the area comprising Ore Wagon Museum, Bonning Cabin and Little Park

Recommendation and Summary

Staff is recommending the KURA Board review the funding request submitted by the City of Ketchum for preparation of a master plan for the use and configuration of the area comprising Ore Wagon Museum, Bonning Cabin and Little Park.

Analysis

The City, in conjunction with the KURA, would like to conduct a public process and prepare a master plan to create cohesive, connected public spaces consisting of the Ore Wagon Museum, Bonning Cabin and Little Park. Community members have approached the City with ideas for improving ADA accessibility at Little Park. This interest sparked discussion about the use, configuration and purpose of the three city sites.

Currently, the three sites appear independent from one another and offer an eclectic mix of activities and uses. A master plan would evaluate the sites as a whole and create a cohesive relationship between the three sites.

The master planning effort will involve community participation along with the KURA City Council and staff. This type of project is specifically identified in the adopted KURA Urban Renewal Plan. The Plan states:

“The Agency shall also give due consideration to the provision of adequate park and recreational area and facilities that may be desirable for neighborhood improvement, with special consideration for the health, safety and welfare of children residing in the general vicinity of the site covered by the Plan.” (page 12)

Requested Funding

The City is requesting \$50,000 for preparation of a master plan. The City is prepared to split the cost, or a portion of the cost, with the KURA if that is the preference of the Board. A firm would be hired through a competitive process. The preparation of the plan would involve community participation, KURA and City Council input.

Once the Master Plan is completed, additional KURA funding may be requested for implementation of the plan.

Financial Requirement/Impact

The City is asking for funding in this fiscal year, FY 21. The funding would be used for preparation of the master plan and community process.

Recommendation and Motion

Staff is requesting direction from the KURA on the proposed funding request.

Attachments:

- A: Funding Analysis
- B: Funding Application

Attachment A
Compliance with Applicant Participation Policy Criteria
(RESOLUTION NO. 17-URA6)

Criteria Category	Standard	Policy Language	Compliance	Staff Comments
General Funding Criteria for All Projects:				
General Section 1	A	The KURA is not obligated to fund any project, even when the project meets all funding criteria. Funding a project is a discretionary decision by the Ketchum Urban Renewal Board.	Compliance	This standard infers that projects (or components of projects) that do not meet the KURA's funding criteria will not be funded.
	B	Funds generated from projects within the Revenue Allocation Area shall be used first and foremost for publicly owned infrastructure and for infrastructure that serves a direct public purpose.	Compliance	The proposed master plan is targeted to publicly owned infrastructure that has a direct public purpose.
	C	Public infrastructure located below ground or at-grade shall be given priority.	Compliance	The master plan would identify at grade public improvements.
	D	In rare circumstances, funding for a non-infrastructure request may be considered if it is found to meet the criteria described in the section below.	Compliance	The project is requesting funding for a master plan to improve public facilities.

	E	Projects specifically identified in the 2010 Ketchum Urban Renewal Plan shall take priority for funding in all cases.	Compliance	The property is identified within the KURA Plan and is within the revenue allocation area.
	F	All requests for Tax Increment Financing shall be made no later than thirty (30) days after the applicant applies for a building permit.	Compliance	Funding is for a master plan
	G	The Agency shall not consider requests to fund public infrastructure that have been required by the City of Ketchum in exchange for development bonuses, such as density waivers, variances, and other development bonuses. In these situations, the public infrastructure that was required in exchange for development bonuses shall be paid by the private developer.	N/A	N/A

Funding of Residential Projects:				
Section 2D	1	Only residential projects that incorporate community housing, as defined by the City of Ketchum, will be considered for tax increment funding. Funding will be proportionate to the amount of community housing the project provides. For example, if ten out of 100 residential units are considered community housing, the Agency may consider funding 10% of infrastructure costs. All other residential projects will not be considered.	N/A	N/A
	2	Mixed-Use projects of any scale are considered commercial projects and may apply for tax increment financing, provided they meet all other criteria.	N/A	N/A



Ketchum Urban Renewal Agency

P.O. Box 2315 | 480 East Ave. N. | Ketchum, ID 83340

APPLICATION FOR PROJECTS REQUESTING FUNDING FROM THE KURA

Applicant and Project Information

Applicant Name: Jade Riley
Representative:
Phone: 208-727-5084
email: jriley@ketchumidaho.org

Name of Project: Park Master Plan

Project Description: Preparation of a master plan to evaluate, configure and create cohesive space with Ore Wagon Bonning Cabin and Little Park

Project Location: North side of 5th Street between East Avenue and Walnut

Date Submitted:

5.13.21

Estimated Date of Completion:

Application Submittal Requirements

- ☐ Brief narrative describing the proposed public benefit of the project
- ☐ Map of project location
- ☐ Attached professional bids, if applicable
- ☐ Attached preliminary/construction drawings, if applicable

Notes on Submittals

See staff report

5th Street from East Ave to Walnut

N/A

N/A

Projects Questions:

1. Is this project identified within the Urban Renewal Plan for KURA?
2. If identified in the Urban Renewal Plan, indicate section and page:
3. Estimated assessed value of project after completion (*taxable value*):
4. Will any KURA board members or staff financially benefit from the project?
5. New or retained jobs resulting from project:
6. Approximate return on public fund investment. (I.e. Public\$/Private\$)
7. Funding amount requested:

Yes: ☒ No: ☐

Section: _____ Page: 12

\$ N/A

Yes: ☐ No: ☒

Full Time: N/A Part Time: _____

\$ N/A

\$ \$50,000

Applicant's Signature

Date:

5/13/21

Property Owner's Signature (if different):

Date:



Ketchum Urban Renewal Agency

P.O. Box 2315 | 480 East Ave. N. | Ketchum, ID 83340

May 17, 2021

Chair and Commissioners
Ketchum Urban Renewal Agency
Ketchum, Idaho

Recommendation to review and provide direction to staff on the request from City of Ketchum for funding to prepare a master plan for Town Square

Recommendation and Summary

Staff is recommending the KURA Board review the funding request submitted by the City of Ketchum for preparation of a master plan for Town Square.

Analysis

The City, in conjunction with the KURA, would like to conduct a public process and prepare a master plan for the future of Town Square. Town Square is in need a refresh, the pavers in the alley and Town Square are in disrepair and need to be replaced. Before investing in paver replacement, the City would like to initiate a community process to determine the appropriate configuration of Town Square. In the past, the KURA Board has been supportive of funding for paver replacement and installing a snow melt system for Town Square.

KURA funding for a “central town plaza” is one of the public improvements identified in the adopted KURA Urban Renewal Plan of 2010 (page 12).

Requested Funding

The City is requesting \$50,000 for preparation of a master plan. The City is prepared to split the cost, or a portion of the cost, with the KURA if that is the preference of the Board. A firm would be hired through a competitive process. The preparation of the plan would involve community participation, KURA and City Council input.

Once the master plan is completed, additional KURA funding may be requested for implantation of the Plan.

Financial Requirement/Impact

The City is asking for funding in this fiscal year, FY 21. This funding would be used for preparation of the master plan and community process.

Recommendation and Motion

Staff is requesting direction from the KURA on the proposed funding request.

Attachments:

- A: Funding Analysis
- B: Funding Application

Attachment A
Compliance with Applicant Participation Policy Criteria
(RESOLUTION NO. 17-URA6)

Criteria Category	Standard	Policy Language	Compliance	Staff Comments
General Funding Criteria for All Projects:				
General Section 1	A	The KURA is not obligated to fund any project, even when the project meets all funding criteria. Funding a project is a discretionary decision by the Ketchum Urban Renewal Board.	Compliance	This standard infers that projects (or components of projects) that do not meet the KURA's funding criteria will not be funded.
	B	Funds generated from projects within the Revenue Allocation Area shall be used first and foremost for publicly owned infrastructure and for infrastructure that serves a direct public purpose.	Compliance	The proposed Town Square Master Plan is targeted to publicly owned infrastructure that has a direct public purpose.
	C	Public infrastructure located below ground or at-grade shall be given priority.	Compliance	The Master Plan would identify at grade public improvements.
	D	In rare circumstances, funding for a non-infrastructure request may be considered if it is found to meet the criteria described in the section below.	Compliance	The project is requesting funding for a Master Plan for public infrastructure.

	E	Projects specifically identified in the 2010 Ketchum Urban Renewal Plan shall take priority for funding in all cases.	Compliance	The property is identified within the KURA Plan and is within the revenue allocation area.
	F	All requests for Tax Increment Financing shall be made no later than thirty (30) days after the applicant applies for a building permit.	Compliance	Funding is for a Master Plan
	G	The Agency shall not consider requests to fund public infrastructure that have been required by the City of Ketchum in exchange for development bonuses, such as density waivers, variances, and other development bonuses. In these situations, the public infrastructure that was required in exchange for development bonuses shall be paid by the private developer.	N/A	N/A

Funding of Residential Projects:				
Section 2D	1	Only residential projects that incorporate community housing, as defined by the City of Ketchum, will be considered for tax increment funding. Funding will be proportionate to the amount of community housing the project provides. For example, if ten out of 100 residential units are considered community housing, the Agency may consider funding 10% of infrastructure costs. All other residential projects will not be considered.	N/A	N/A
	2	Mixed-Use projects of any scale are considered commercial projects and may apply for tax increment financing, provided they meet all other criteria.	N/A	N/A



Ketchum Urban Renewal Agency

P.O. Box 2315 | 480 East Ave. N. | Ketchum, ID 83340

APPLICATION FOR PROJECTS REQUESTING FUNDING FROM THE KURA

Applicant and Project Information

Applicant Name: Jade Riley
Representative:
Phone: 208-727-5084
email: jriley@ketchumidaho.org

Name of Project: Town Square Master Plan

Project Description: Preparation of a master plan to evaluate, configure and identify improvements for Town Square

Project Location: Town Square, downtown Ketchum

Date Submitted:

5.13.21

Estimated Date of Completion:

Application Submittal Requirements

- ☐ Brief narrative describing the proposed public benefit of the project
- ☐ Map of project location
- ☐ Attached professional bids, if applicable
- ☐ Attached preliminary/construction drawings, if applicable

Notes on Submittals

See staff report

Town Square

N/A

N/A

Projects Questions:

1. Is this project identified within the Urban Renewal Plan for KURA?
2. If identified in the Urban Renewal Plan, indicate section and page:
3. Estimated assessed value of project after completion (*taxable value*):
4. Will any KURA board members or staff financially benefit from the project?
5. New or retained jobs resulting from project:
6. Approximate return on public fund investment. (I.e. Public\$/Private\$)
7. Funding amount requested:

Yes: ☒

No: ☐

Section: _____ Page: 12

\$ N/A

Yes: ☐

No: ☒

Full Time: N/A Part Time: _____

\$ N/A

\$ \$50,000

Applicant's Signature

Date:


5/13/21

Property Owner's Signature (if different):

Date:

MEMORANDUM

To: Ketchum Urban Renewal Agency Board members and Suzanne Frick

From: RPA Agency counsel 

Date: April 15, 2021

Re: Draft Administration and Support Services Agreement

In response to recent discussions, a draft of the Administration and Support Services Agreement (“Agreement”) has been prepared for review and comment. At the April 19, 2021, Board meeting, the Agreement will be presented for discussion and comment. No formal action will be taken, rather an opportunity to receive your input, consideration of other provisions, and revisions to this draft. The draft has not yet been shared with anyone from the city of Ketchum (the “City”), as KURA staff and Counsel seek your consensus before submitting to the City for review and comment.

Currently, there is no formal written agreement between the City and KURA concerning the provision of services. The draft Agreement is primarily based on the existing practice between KURA and the City for providing administrative, financial, and clerical services. The compensation section also reflects the current arrangement between KURA and the City establishing a percentage allocation of individual workload by City employees in providing services to KURA. Certainly, you can propose other methods for compensation for consideration. You will also see several DRAFTING NOTES in sections where more analysis may be needed and/or we have yet to retrieve appropriate information to complete the drafting process.

While there are many issues addressed in the Agreement, several deserve your attention and comment:

- Identification/Designation of the City department or City employee who has been selected to provide the service described and the role of KURA in the selection process or the ability to propose an alternate person for that role.
- The description/scope of work for the several activities provided.
- Creation of an evaluation process to judge performance against an agreed upon set of metrics or criteria.
- Periodic reporting requirements and the information the Board desires to be included in that reporting.
- How to address involvement from other City departments or representatives beyond just administrative, clerical, and financial activity, and any compensation which should be considered.
- Including the compensation rates or amounts into the annual budget setting process for both the City and KURA.

Memorandum
Re: Draft Administration and Support Services Agreement
April 15, 2021
Page 2

The Agreement does include a termination clause as well as a renewal clause.

I look forward to discussing this with you on Monday.

4827-3064-0102, v. 1

ADMINISTRATION AND SUPPORT SERVICES AGREEMENT

THIS ADMINISTRATION AND SUPPORT SERVICES AGREEMENT

("Agreement") is made and entered into this ____ day of _____, 2021, by and between the city of Ketchum (hereinafter referred to as the "City"), a municipal corporation of the state of Idaho, and the Urban Renewal KURA of the city of Ketchum, also known as the Ketchum Urban Renewal KURA, an independent public body, corporate and politic, duly organized and existing by virtue of the laws of the State of Idaho, specifically the Idaho Urban Renewal Law of 1965, as amended, Chapter 20, Title 50, Idaho Code (the "Law"), and authorized to transact business and exercise the powers granted by the Law and the Local Economic Development Act, as amended, Chapter 29, Title 50, Idaho Code (the "Act") (hereinafter referred to as the "KURA") (collectively the City and KURA may be referred to as the "Parties"), effective upon the date this Agreement is last executed by the Parties.

WHEREAS, KURA is authorized to undertake and carry out urban renewal projects to eliminate, remedy, or prevent deteriorated or deteriorating areas through redevelopment, rehabilitation, or conservation, or any combination thereof, within its area of operation and is authorized to carry out such projects jointly with the City;

WHEREAS, the City Council ("City Council") of the City of Ketchum (the "City") by adoption of Ordinance No. 992 on November 15, 2006, duly adopted the Ketchum Urban Renewal Plan (the "2006 Plan") to be administered by the Agency;

WHEREAS, upon the approval of Ordinance No. 1077 adopted by the City Council on November 15, 2010, and deemed effective on November 24, 2010, the Agency began implementation of the amended Ketchum Urban Renewal Plan (the "Amended Plan");

WHEREAS, the Amended Plan includes the acquisition, construction, and installation of public improvements within the Project Area and necessary costs for engineering, insurance, audit, planning and administration;

WHEREAS, KURA is authorized to conduct proceedings and to borrow monies to be repaid through revenue allocation (tax increment) funds pursuant to the terms and provisions of the Act for the purpose of financing the undertaking of any urban renewal project;

WHEREAS, the Amended Plan contains revenue allocation (tax increment) financing provision;

WHEREAS, the City and KURA hereby find and determine that this Agreement enables them to cooperate to their mutual advantage in a manner that will best accord with the needs and development of the City and KURA and to implement the Amended Plan as well as any future urban renewal plans and project areas;

WHEREAS, the ability for the City and KURA to cooperate and jointly benefit each other is expressly allowed pursuant to Idaho Code Section 50-2015;

WHEREAS, the City has provided and continues to provide certain services to KURA;

WHEREAS, the City and KURA wish to state their respective obligations, expand the services provided by the City to KURA, and revise the amount of consideration paid by KURA to the City accordingly;

NOW, THEREFORE, the City and KURA do hereby agree as follows:

1. Statement of Purpose

The purpose of this Agreement is to provide for the definition of rights, obligations, and responsibilities of KURA and the City to provide for the receipt, investment, and disbursement of funds by the City Treasurer on behalf of KURA, clarify the City's obligations to provide administrative, clerical and secretarial services and support for KURA, and set the amount of consideration KURA shall pay the City for such services.

2. City's Obligations

The City agrees to make available certain personnel and administrative services to KURA, including, but not limited to:

- a. Services through the City Clerk; Director of Finance; and the Planning and Building Director, who, as of the effective date, serves as the Executive Director of KURA;
- b. Any other necessary services from other City departments or staff related to clerical support;
- c. Public works engineering assistance and oversight provided by the City Director of Streets and Facilities.

3. General Job Descriptions

a. Director of Finance

The Director of Finance will support the Treasurer of KURA as elected by KURA Board (the "KURA Treasurer"). The Director of Finance shall receive, invest, and disburse funds subject to legal authorization and budgeting by KURA and formal approval by KURA Board. The Director of Finance shall also be responsible for preparing all required accounting reports, including any required year end financial statements and/or a comprehensive annual financial report, and advising KURA Treasurer of KURA's financial status. Provided however, KURA shall engage, at its sole cost and expense, a qualified accountant to provide the annual independent financial audit as required by Idaho Code 67-450B.

The City may designate City's Deputy Treasurer to perform these functions, subject to approval by KURA. The Director of Finance (or his or her designee) shall provide the following specific services:

- Maintain an account ledger for all income and expenses and provide a monthly summary report of the same to KURA Board; as well as distribution of invoice/expense information for all Board meetings and monthly between meetings;
- Provide general bookkeeping services in substantial compliance with Generally Accepted Accounting Principles or Governmental Accounting Standard Board (GASB) standards, whichever is applicable;
- Coordinate with any accountant selected by KURA to perform annual audits;

b. Planning and Building Director

The Planning and Building Director, or his or her designee as selected by the City and subject to approval by KURA, agrees to furnish its skill and judgment in the administration of services by a political subdivision, including but not limited to areas related to urban planning and economic development, to carry out the Amended Plan and the Project Area. The extent of those administration services will be as authorized by the KURA Board of Commissioners and/or the KURA Chair. Under the general direction of the Board of Commissioners, and in accordance with KURA policy, applicable laws, and professional standards, the Planning and Building Director is responsible for the effective administration of all KURA activities, including development, planning, operations, budgeting, staffing, and developing/maintaining KURA's external relationships. **Exhibit A**, attached hereto, contains a general description of the services to be provided by the Planning and Building Director.

c. Director of Streets and Facilities

d. Necessary Support Services

City, through the City Clerk's office, subject to approval by KURA, shall designate a city employee or employees and shall provide the following services:

- Preparation and distribution of the agendas for all meetings of KURA;
- Attend each KURA meeting and record and transcribe the minutes;
- Assemble and maintain the records of KURA in a safe and organized manner in compliance with the principles or standards referenced above;
- Keep track of and prepare checks or other methods of payment for KURA expenses as directed by the Director of Finance, the Planning and Building Director or KURA Board;
- Compliance with KURA reporting requirements.

e. Miscellaneous Services

City, through the City Clerk's office, subject to approval by KURA, shall designate a city employee or employees and shall provide the following services:

- City shall host and maintain the KURA website;
- At no cost to KURA, the City shall provide meeting facilities that include live broadcasting of KURA meetings, to include audio, video, and projection equipment.

4. KURA'S Obligations/Compensation to City

KURA agrees to pay City for services rendered under this Agreement based on the following payment schedule. The Parties agree to revisit and revise the payment schedule and amend the schedule as necessary upon the written consent by both the City and KURA and complete through their respective annual budget approval process.

a. Planning and Building Director

KURA agrees to reimburse City 25% for wage and benefit costs for work performed by the Planning and Building Director.

b. Director of Finance

KURA agrees to reimburse City 10% for wage and benefit costs for work performed by the Director of Finance.

c. Clerical Support Staff

KURA agrees to reimburse City 5% for wage and benefit costs for work performed by Clerical Support Staff.

d. Miscellaneous

5. Method of Payment/Monthly Invoices

The City shall maintain time and expense records and provide them to KURA monthly, along with monthly invoices in a format acceptable to KURA for services performed to the date of the invoice. Each invoice shall specify charges as they relate to the tasks in the Task Order. Each invoice shall also specify current billing and previous payments, with a total of costs incurred and payments made to date. Each invoice shall identify the number of hours incurred by each City employee identified in this Agreement.

If the services subject to a specific invoice do not meet the requirements of this Agreement as KURA may reasonably determine, KURA shall notify City in writing and provide specific deficiencies in the services or work product that do not meet the requirements. City

shall have seven (7) working days to correct or modify the services or work product to comply with the requirements of the Agreement as set forth in KURA's written notice. If KURA again reasonably determines the services or work product fails to meet the requirements, KURA may withhold payment until deficiencies have been corrected to KURA's reasonable satisfaction or may terminate this Agreement for cause as set forth in Section 14 of this Agreement.

6. Additional Reimbursements

KURA shall reimburse City for costs associated with engineering or other technical services associated with KURA funded projects. KURA shall provide reimbursement for the costs of systems and technology to support administrative functions. Such costs shall be identified and approved by the KURA Board as part of the annual budgeting process.

7. Evaluations

8. Insurance

The City shall purchase and maintain for the benefit of the City and KURA insurance for protection from claims under workers' or workmens' compensation acts arising from work performed under this Agreement; claims for damages because of bodily injury, including personal injury, sickness, disease, or death of any of the City's employees while working on activities under this Agreement; claims for damages because of injury to or destruction or loss of use of tangible property as a result of work pursuant to this Agreement; and claims arising out of the performance of this Agreement and caused by negligent acts for which the City is legally liable. The terms and limits of liability shall be determined solely by the City (but no less than the limits required under the Idaho Tort Claims Act), and nothing herein shall be construed as any waiver of any claim or defense by the City or KURA premised upon any claim of sovereign immunity or arising from the Idaho Tort Claims Act. Provided, however, KURA shall obtain its own insurance of similar benefit and value for KURA activities.

9. Representations and Warranties

In consideration of this Agreement City and KURA make the following representations and warranties:

a. KURA is a public body corporate and politic of the State of Idaho, duly organized and validly existing, and in good standing under the laws of the State of Idaho with the power to own its assets and to transact business in Idaho.

b. KURA has the authority and power to execute and deliver any document required hereunder and to perform any condition or obligation imposed under the terms of such documents.

c. The execution, delivery, and performance of this Agreement and each document incident hereto will not violate any provision of any applicable law, regulation,

order, judgment, decree, article of incorporation, bylaw, indenture, contract, agreement, or other undertaking to which KURA is a party or which purports to be binding on KURA or its assets and will not result in the creation of imposition of a lien on any of its assets.

d. There is no action, suit, investigation, or proceeding pending or, to the knowledge of KURA, threatened against or affecting KURA or any of its assets which, if adversely determined, would have a material adverse affect on the financial condition of KURA or the operation of its business or which would otherwise affect this Agreement or KURA's obligations hereunder.

e. City is a municipal corporation of the state of Idaho, duly organized and validly existing, and in good standing under the laws of the state of Idaho with the power to own its assets and to transact business in Idaho.

f. City has the authority and power to execute and deliver any document required hereunder and to perform any condition or obligation imposed under the terms of such documents.

g. The execution, delivery, and performance of this Agreement and each document incident hereto will not violate any provision of any applicable law, regulation, order, judgment, decree, article of incorporation, bylaw, indenture, contract, agreement, or other undertaking to which KURA is a party or which purports to be binding on City.

h. There is no action, suit, investigation, or proceeding pending or, to the knowledge of City, threatened against or affecting City or any of its assets which, if adversely determined, would have a material adverse affect on the financial condition of City or the operation of its business or which would otherwise affect this Agreement or City's obligations hereunder.

10. Miscellaneous Provisions

Each Party represents and warrants that each person executing this Agreement on behalf of such Party is, at the time of such execution, duly authorized to do so by such Party's governing body, and is fully vested with the authority to bind such party in all respects.

If any provision of this Agreement is held invalid, illegal, or unenforceable, the remainder shall be construed to conform to the intent of the parties, and shall survive the severed provisions.

The captions and headings in this Agreement are for reference only and shall not be deemed to define or limit the scope or intent of any of the terms, covenants, conditions or agreements contained herein.

The Parties shall in all instances cooperate and act in good faith in compliance with the terms, covenants and conditions of this Agreement and each shall deal fairly with the other.

Each Party shall cooperate fully with the other and execute such further instruments, documents and agreements and give such further written assurances, as may be reasonably requested by the other to better evidence and reflect the transactions described herein and contemplated hereby, and to carry into effect the intents and purposes of this Agreement.

In any suit, action, or appeal therefrom to enforce or interpret this Agreement, the prevailing party shall be entitled to recover its costs incurred therein, including reasonable attorneys' fees.

This Agreement shall not be modified or otherwise amended except in writing signed by all of the Parties.

If the date for delivery of a notice or performance of some other obligation of a Party falls on a Saturday, Sunday or legal holiday in the State of Idaho, then the date for such notice or performance shall be postponed until the next business day

This Agreement shall be governed by the laws of the state of Idaho.

11. Successors and Assigns

No Party may assign or delegate its obligations under this Agreement without the consent of the other Party hereto, which consent may be withheld in the discretion of that Party. Except as otherwise set forth in this Agreement, the terms, covenants, conditions, and agreements contained herein shall be binding upon and inure to the benefit of the heirs, personal representatives, successors, and assigns of the Parties.

12. Number and Gender

In constructing the provisions of this Agreement and whenever the context so requires, the use of a gender shall include all other genders, the use of the singular shall include the plural, and the use of the plural shall include the singular.

13. No Third-Party Beneficiary

This Agreement is not intended to create, nor shall it be in any way interpreted or construed to create, any third-party beneficiary rights in any person not a Party hereto unless otherwise expressly provided herein.

14. Counterparts / Facsimile

This Agreement may be executed in counterparts, and each counterpart shall then be deemed for all purposes to be an original, executed agreement with respect to the Parties whose signatures appear thereon. Facsimile transmission of any signed original of this Agreement, and retransmission of any signed facsimile transmission, shall be the same as delivery of an original and shall be binding upon the parties.

15. Merger Clause

This Agreement, along with any and all Exhibits, attached hereto and incorporated herein by reference, contains the entire Agreement of the parties and supersedes any and all other agreements or understandings, oral or written, whether previous to the execution hereof or contemporaneous herewith.

16. Termination of Agreement

a. **For Cause.** If, through any cause, the City shall fail to fulfill its obligations under this Agreement, or if the City shall violate any of the covenants, agreements, or stipulations of this Agreement, KURA shall thereupon have the right to terminate this Agreement by giving written notice to the City and specifying the effective date thereof at least fifteen (15) days before the effective date of such termination. If this Agreement is terminated for cause, City shall be paid an amount for the actual services performed in accordance with this Agreement through the cancellation date.

Notwithstanding the above, the City shall not be relieved of liability to KURA by virtue of any breach of this Agreement by the City, and KURA may withhold any payments to the City for the purpose of set-off until such time as the exact amount of damages due KURA from the City is determined. City shall also provide KURA all work products generated prior to date of termination. All work products generated, whether complete or not, are the property of KURA.

b. **For Convenience.** KURA or City may terminate this Agreement at any time, for any reason, by giving at least fifteen (30) days notice in writing to the other party. If this Agreement is terminated by KURA as provided herein, City shall be paid an amount for the actual services performed in accordance with this Agreement through the cancellation date.

17. Notices

Any and all notices required to be given by either of the Parties hereto, unless otherwise stated in this Agreement shall be in writing and be deemed communicated when mailed in the United States mail, certified, return receipt requested, addresses as follows:

To KURA: Suzanne Frick, Executive Director
Ketchum Urban Renewal Agency
P.O. Box 2315
Ketchum, ID 83340
sfrick@ketchumidaho.org

To City: _____
City of Ketchum
P.O. Box 2315
Ketchum, ID 83340
[Email address]

18. Discrimination Prohibited.

In performing the services required herein, City shall not discriminate against any person on the basis of race, color, religion, sex, national origin or ancestry, age, or handicap. Violation of this section shall constitute a material breach of this Agreement and be deemed grounds for cancellation, termination or suspension of the Agreement by KURA, in whole or in part, and may result in ineligibility for further work for KURA.

19. Indemnification

City agrees to indemnify, defend and hold harmless KURA, and its officers, agents and employees, from and against all claims, losses, actions, or judgments for damages or injury to persons or property to the extent caused by the City's negligence or intentional acts or omissions, including but not limited to any claim for libel, slander, piracy, plagiarism, invasion of privacy, false advertising, discrimination, or infringement of copyright, during the performance of this Agreement by City or City's agents, employees, or representatives. In case any action or proceeding is brought against KURA or its officers, agents or employees by reason of or arising out of connection with City's negligence or intentionally wrongful acts or omissions during the performance of this Agreement, City, upon written notice from KURA, shall at City's expense, resist or defend such action or proceeding.

20. Disputes

In the event that a dispute arises between KURA and the City regarding application or interpretation of any provision of this Agreement, the aggrieved Party shall promptly notify the other Party to this Agreement of the dispute within ten (10) days after such dispute arises. If the Parties shall have failed to resolve the dispute within thirty (30) days after delivery of such notice, the Parties may first endeavor to settle the dispute in an amicable manner by mediation. If the Parties elect to mediate their dispute, the Parties will select a mediator by mutual agreement and agree to each pay half of the mediator's costs and fees. The mediation will take place in Jerome, Idaho unless otherwise agreed by the Parties in writing. Should the Parties be unable to resolve the dispute to their mutual satisfaction within thirty (30) days after such completion of mediation, each Party shall have the right to pursue any rights or remedies it may have at law or in equity. If the Parties do not mutually agree to mediate the dispute, either Party may pursue any rights or remedies it may have at law.

21. Term of Agreement

This Agreement shall begin on the date the Agreement is signed by KURA and shall continue for an initial period through _____, 20___. The Agreement shall automatically

renew for additional one year terms at the expiration of the then existing term unless either City or KURA provides notice of non-renewal within thirty (30) days of the expiration of the then existing term.

IN WITNESS WHEREOF, the parties hereto through their respective governing boards have executed this Agreement on the date first cited above.

CITY OF KETCHUM

By _____
Neil Bradshaw, Mayor

ATTEST:

_____, City Clerk

URBAN RENEWAL AGENCY OF THE CITY OF
KETCHUM

By _____
Ed Johnson, Chairman

ATTEST:

Secretary

EXHIBIT A

SCOPE OF SERVICES

City shall provide day to day administrative and operational support to the KURA to include the following services:

- Assist with the preparation and administration of KURA contracts and agreements
- Provide staff support for projects requested by the KURA Board
- Provide assistance to members of the public inquiring about KURA projects or funding
- Prepare letters, memos, or other correspondence on behalf of the KURA Board.
- Manage and administer KURA Owner Participation Agreements
- Respond to KURA public records requests
- Manage and maintain all KURA records and files
- Coordinate KURA activities and projects with City staff and KURA consultants

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Ketchum Urban Renewal Agency

P.O. Box 2315 | 480 East Ave. N. | Ketchum, ID 83340

May 17, 2021

Chair and Commissioners
Ketchum Urban Renewal Agency
Ketchum, Idaho

RECOMMENDATION TO REVIEW, DISCUSS AND PRIORITIZE TRANSPORTATION PLAN CAPITAL PROJECTS

Introduction/History

The City has adopted the Transportation Plan that identifies specific capital improvements for implementation. The KURA may be interested in helping fund some of the improvements. Funding for the projects may come from several different sources such as the City's General Fund, Impact Fees from development and KURA funds if the Board agrees to fund all or a portion of a project.

Analysis

Staff is recommending the KURA begin review and discussion of the list of Transportation Plan improvements and identify projects the Board may be interested in funding or partially funding.

Staff suggests the Board go through the list and prioritize the projects KURA is interested in funding and then discuss the amount of funding the Board may want to contribute.

Actual funding would occur as part of each fiscal year budget. This process is to set the priorities and potential amount of funding.

City of Ketchum														
Master Transportation Plan - CIP Projects														
Project ID	Project Name	Funding Source	Total Project Cost	Year of Construction	FY 21	FY 22	FY 23	FY 24	FY 25	FY 26	FY 27	FY 28	FY 29	FY 30
A1	Bike Wayfinding Plan	TBD	10,000	2022	-	-	-	-	-	-	-	-	-	-
A2	2nd Avenue Sharrows/Protected Bike lane	TBD	86,000	2023	-	-	80,000	-	-	-	-	-	-	-
A3	Gem Street & Leadville Avenue Sharrows	TBD	15,000	2023	-	-	10,000	-	-	-	-	-	-	-
A4	Alpine Lane & 9th Street Sharrows	TBD	15,000	2023	-	-	10,000	-	-	-	-	-	-	-
A5	1st Street Sharrows	TBD	13,000	2023	-	-	8,000	-	-	-	-	-	-	-
A6	6th Street Sharrows	TBD	13,000	2023	-	-	8,000	-	-	-	-	-	-	-
A7	SH-75 Pathway-North of Town	ITD?	296,000	2023?	-	39,000	257,000	-	-	-	-	-	-	-
B1	Main Street and 1st Street	TBD	120,000	2026	-	-	-	-	15,600	104,400	-	-	-	-
B2	Main Street and Sun Valley Road	TBD	130,000	2026	-	-	-	-	16,900	113,100	-	-	-	-
B3	Main Street and 4th Street	TBD	200,000	2026	200,000	-	-	-	-	-	-	-	-	-
B4	Main Street and 5th Street	TBD	120,000	2026	-	-	-	-	15,600	104,400	-	-	-	-
B5	Main Street and 6th Street	TBD	60,000	2026	-	-	-	-	7,800	52,200	-	-	-	-
C1	1st Avenue and 1st Street	TBD	130,000	2025	-	-	-	-	130,000	-	-	-	-	-
C2	1st Avenue and Sun Valley Road	TBD	110,000	2025	14,300	95,700	-	-	-	-	-	-	-	-
C3	1st Avenue and 4th Street	TBD	140,000	2025	-	-	-	-	140,000	-	-	-	-	-
C4	1st Avenue and 5th Street	TBD	140,000	2025	-	-	-	-	140,000	-	-	-	-	-
D1	East Avenue and 2nd Street	TBD	120,000	2025	-	-	-	-	120,000	-	-	-	-	-
D2	East Avenue and Sun Valley Road	TBD	130,000	2022	16,900	113,100	-	-	-	-	-	-	-	-
D3	East Avenue and 5th Street	TBD	130,000	2025	-	-	-	-	130,000	-	-	-	-	-
E1	Warm Springs Road and Saddle Road	TBD	170,000	2026	-	-	-	-	-	170,000	-	-	-	-
S1	Downtown Core Sidewalk infill	TBD	2,000,000	2022-2029	-	193,333	193,333	193,333	193,333	193,333	193,333	193,333	193,333	193,333
S2	Warm Springs Road Sidewalk	TBD	210,000	2027	-	-	-	-	-	-	210,000	-	-	-
S3	4th Street Sidewalk	TBD	370,000	2028	-	-	-	-	-	-	-	370,000	-	-
S4	Main Street Signal Pedestrian Upgrades	TBD	500,000	2029	-	-	-	-	-	-	-	-	500,000	-
F1	4th Street Closure	TBD	100,000	2029	-	-	-	-	-	-	-	-	100,000	-
F2	Warm Springs Road and 10th Street and Lewis Street Intersection Improvements Concept Study	TBD	75,000	2021	75,000	-	-	-	-	-	-	-	-	-
F3	Warm Springs Road and 10th Street and Lewis Street Intersection Construction	TBD	2,000,000	TBD	-	-	-	-	-	-	-	-	-	-
F4	Main Street Lane Reconfiguration Study	TBD	100,000	2021	-	-	-	-	-	-	-	-	-	100,000
F5	Implement Paid Parking	TBD	700,000	TBD	-	-	-	-	-	-	-	-	-	-
M3	Mill and Overlay East Avenue	General Fund	600,000	2024	-	600,000	-	-	-	-	-	-	-	-
M4	Mill and Overlay Walnut Avenue	General Fund	80,000	2023	-	80,000	-	-	-	-	-	-	-	-
M?	Mill and Overlay 1st Avenue	TBD	-	2025	-	-	-	-	-	-	-	-	-	-
M1	Sidewalk Curb and Gutter Repairs	TBD	1,000,000	2022-2030	-	111,111	111,111	111,111	111,111	111,111	111,111	111,111	111,111	111,111
M2	4th Street Pavers	TBD	2,000,000	TBD	-	-	-	-	-	-	-	-	-	-
M?	Warm Springs Base/Lewis Street/Northwood LID	TBD	-	TBD	-	-	-	-	-	-	-	-	-	-
PM1	Pavement Marking Maintenance	TBD	450,000	2022-2030	-	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
CH1	Asphalt Maintenance	TBD	250,000	2020-2023	-	125,000	125,000	-	-	-	-	-	-	-
Annual Cost					306,200	1,407,244	852,444	354,444	1,070,344	898,544	564,444	724,444	954,444	454,444
Total Budgeted Cost					7,587,000									
Total All Projects Costs					12,583,000									

Bicycle/Multi-Use												Budgeted Amount									
Project ID	Project Type	Project Name	Description	Funding Source	Estimate	Engineering Cost	Construction Cost	Total Project Cost	Timeframe	Project Status	Year of Construction	FY 21	FY 22	FY 23	FY 24	FY 25	FY 26	FY 27	FY 28	FY 29	FY 30
A1	Bicycle/Multi-use	Bike Wayfinding Plan	Conduct a study to support the proposed sharrow installation and connection with other bike facilities to determine wayfinding sign placement and coordination with current City wayfinding system	TBD	10,000	-	-	10,000	Short-term		2022	-	-	-	-	-	-	-	-	-	-
A2	Bicycle/Multi-use	2nd Avenue Sharrow/Protected Bike lane	Install sharrow bike markings and signing along 2nd Avenue from Sennade Lane to 1st Street and protected bike lanes from 1st Street to 6th Street	TBD	6000	5,000	75,000	86,000	Short-term	Improvements to follow Wayfinding plan	2023	-		80,000	-	-	-	-	-	-	-
A3	Bicycle/Multi-use	Gem Street & Leadville Avenue Sharrow	Install sharrow bike markings and signing along Gem Street from SH-75 to Leadville and on Leadville Avenue from Gem Street to 6th Street	TBD	5000	-	10,000	15,000	Short-term	Improvements to follow Wayfinding plan	2023	-		10,000	-	-	-	-	-	-	-
A4	Bicycle/Multi-use	Alpine Lane & 9th Street Sharrow	Install sharrow bike markings and signing along Alpine Lane from 1st Street to 9th Street and on 9th Street to SH-75	TBD	5000	-	10,000	15,000	Short-term	Improvements to follow Wayfinding plan	2023	-		10,000	-	-	-	-	-	-	-
A5	Bicycle/Multi-use	1st Street Sharrow	Install sharrow bike markings and signing along 1st Street from 2nd Avenue to Alpine Lane	TBD	5000	-	8,000	13,000	Short-term	Improvements to follow Wayfinding plan	2023	-		8,000	-	-	-	-	-	-	-
A6	Bicycle/Multi-use	6th Street Sharrow	Install sharrow bike markings and signing along 6th Street from 2nd Avenue to Washington Avenue and Main Street to Alpine Lane	TBD	5000	-	8,000	13,000	Short-term	Improvements to follow Wayfinding plan	2023	-		8,000	-	-	-	-	-	-	-
A7	Bicycle/Multi-use	SH-75 Pathway-North of Town	Install a separated paved pathway parallel to SH-75 from 9th Street (Knob Hill) to Saddle Road. Provide a 12' wide pathway	ITD?		39,000	257,000	296,000	Short-term		2023?	-	39,000	257,000	-	-	-	-	-	-	-
Annual Cost												0	39,000	273,000	0	0	0	0	0	0	0
Total Cost												412,000									

Pedestrian Safety												Budgeted Amount									
Project ID	Project Type	Project Name	Description	Funding Source	Engineering Cost	Construction Cost	Total Project Cost	Timeframe		Year of Construction		FY 21	FY 22	FY 23	FY 24	FY 25	FY 26	FY 27	FY 28	FY 29	FY 30
B1	Pedestrian Safety	Main Street and 1st Street	1. Add bulb outs on Main Street approaches & rebuild pedestrian ramps 2. Update pedestrian crossing signals to automatically provide a WALK signal rather than requiring pedestrian to push the button when crossing side streets parallel to SH-75	TBD	15,600	104,400	120,000	Short-term	Coordinate with ITD Main St. Reconst. Project	2026	-	-	-	-	-	15,600	104,400	-	-	-	-
B2	Pedestrian Safety	Main Street and Sun Valley Road	1. Add bulb outs on Main Street approaches & rebuild pedestrian ramps 2. Update pedestrian crossing signals to automatically provide a WALK signal rather than requiring pedestrian to push the button when crossing side streets parallel to SH-75	TBD	16,900	113,100	130,000	Short-term	Coordinate with ITD Main St. Reconst. Project	2026	-	-	-	-	-	16,900	113,100	-	-	-	-
B3	Pedestrian Safety	Main Street and 4th Street	Update pedestrian crossing to a pedestrian hybrid beacon (high intensity activated crosswalk [HAWK]) with curbside push buttons for cyclists	TBD	-	200,000	200,000	Short-term	In process - KJURA funded	2026	200,000	-	-	-	-	-	-	-	-	-	-
B4	Pedestrian Safety	Main Street and 5th Street	1. Add bulb outs on Main Street approaches & rebuild pedestrian ramps 2. Update pedestrian crossing signals to automatically provide a WALK signal rather than requiring pedestrian to push the button when crossing side streets parallel to SH-75	TBD	15,600	104,400	120,000	Short-term	Coordinate with ITD Main St. Reconst. Project	2036	-	-	-	-	-	15,600	104,400	-	-	-	-
B5	Pedestrian Safety	Main Street and 6th Street	1. Upgrade median to be wider and include detectable warnings on each side for ADA compliance. 2. Upgrade pedestrian ramps with the crossings on Main Street and 6th Street to provide accessible route to new Warm Springs Road sidewalks.	TBD	7,800	52,200	60,000	Short-term	Coordinate with ITD Main St. Reconst. Project	2026	-	-	-	-	-	7,800	52,200	-	-	-	-
Annual Cost												200,000	0	0	0	15,900	174,100	0	0	0	0
Total Cost												830,000									

Pedestrian Safety											Budgeted Amount									
Project ID	Project Type	Project Name	Description	Funding Source	Engineering Cost	Construction Cost	Total Project Cost	Timeframe		Year of Construction	FY 21	FY 22	FY 23	FY 24	FY 25	FY 26	FY 27	FY 28	FY 29	FY 30
C1	Pedestrian Safety	1st Avenue and 1st Street	Add bulb outs on 1st Avenue approaches & rebuild pedestrian ramps	TBD	16,900	113,100	130,000	Short-term		2025	-	-	-	-	130,000	-	-	-	-	-
C2	Pedestrian Safety	1st Avenue and Sun Valley Road	Add bulb outs on 1st Avenue approaches (existing in NW corner) & rebuild pedestrian ramps	TBD	14,300	95,700	110,000	Short-term	Coordinate with ITD road transfer	2025	14,300	95,700	-	-	-	-	-	-	-	-
C3	Pedestrian Safety	1st Avenue and 4th Street	Add bulb outs on 1st Avenue approaches & rebuild pedestrian ramps	TBD	18,200	121,800	140,000	Short-term		2025	-	-	-	-	140,000	-	-	-	-	-
C4	Pedestrian Safety	1st Avenue and 5th Street	Add bulb outs on 1st Avenue approaches & rebuild pedestrian ramps	TBD	18,200	121,800	140,000	Short-term		2025	-	-	-	-	140,000	-	-	-	-	-
Annual Cost											14,300	95,700	-	-	140,000	-	-	-	-	-
Total Cost:																				

Pedestrian Safety												Budgeted Amount									
Project ID	Project Type	Project Name	Description	Funding Source	Cost Center	Engineering Cost	Construction Cost	Total Project Cost	Timeframe	Notes/Comments	Year of Construction	FY 21	FY 22	FY 23	FY 24	FY 25	FY 26	FY 27	FY 28	FY 29	FY 30
D1	Pedestrian Safety	East Avenue and 2nd Street	Add bulb outs on East Avenue approaches & rebuild pedestrian ramps	TBD		15,600	104,400	120,000	Short-term	Coordinate with Mill and overlay	2025	-	-	-	-	120,000	-	-	-	-	-
D2	Pedestrian Safety	East Avenue and Sun Valley Road	Add bulb outs on East Avenue approaches & rebuild pedestrian ramps	TBD		16,900	113,100	130,000	Short-term	Coordinate with ITD road transfer	2022	16,900	113,100	-	-	-	-	-	-	-	-
D3	Pedestrian Safety	East Avenue and 5th Street	Add bulb outs on East Avenue approaches & rebuild pedestrian ramps	TBD		16,900	113,100	130,000	Short-term	Bluebird development to do a portion, coordinate with Mill and overlay	2025	-	-	-	-	130,000	-	-	-	-	-
Annual Cost												16,900	113,100	-	-	250,000	-	-	-	-	-
Total Cost												380,000									

Pedestrian Safety												Budgeted Amount											
Project ID	Project Type	Project Name	Description	Funding Source	City Cost	Engineering Cost	Construction Cost	Total Project Cost	Timeframe	Project Milestones	Year of Construction	FY 21	FY 22	FY 23	FY 24	FY 25	FY 26	FY 27	FY 28	FY 29	FY 30		
E1	Pedestrian Safety	Warm Springs Road and Saddle Road	Tighten vehicle turning radii with curbing to reduce pedestrian crossing distance and reduce speed of turning vehicles Update pedestrian ramps	TBD		22,000	148,000	170,000	Short-term		2026	-	-	-	-	-	170,000	-	-	-	-		
												-	-	-	-	-	-	-	-	-	-	-	-
												Annual Cost											
												Total Cost											
												170,000											

Pedestrian Safety												Budgeted Amount										
Project ID	Project Type	Project Name	Description	Funding Source	Engineering Cost	Construction Cost	Total Project Cost	Timeframe		Year of Construction		FY 21	FY 22	FY 23	FY 24	FY 25	FY 26	FY 27	FY 28	FY 29	FY 30	
S1	Pedestrian Safety	Downtown Core Sidewalk Infill	Connect existing sidewalks in downtown core	TBD	260,000	1,740,000	2,000,000	Short-term		2022-2029	2027	-	193,333	193,333	193,333	193,333	193,333	193,333	193,333	193,333	193,333	
	Pedestrian Safety	Warm Springs Road Sidewalk	Extend sidewalk on west side of road from bus stop to bike path across from YMCA Includes stormwater upgrades with new curb and gutter	TBD	27,000	183,000	210,000	Short-term				-	-	-	-	-	-	210,000	-	-	-	
S3	Pedestrian Safety	4th Street Sidewalk	Connect existing sidewalk from Washington Avenue to 2nd Avenue Sidewalk infill	TBD	48,100	321,900	370,000	Short-term		2028		-	-	-	-	-	-	-	370,000	-	-	
S4	Pedestrian Safety	Main Street Signal Pedestrian Upgrades	Install pedestrian improvements including new signal hardware to allow pedestrian scramble at each signalized intersection	TBD	-	500,000	500,000	Short-term	SV Road and Main St. in progress	2029		-	-	-	-	-	-	-	-	500,000	-	
											Annual Cost		193,333	193,333	193,333	193,333	193,333	193,333	193,333	193,333	193,333	
											Total Cost		2,820,000									

Traffic Mitigation												Budgeted Amount											
Project ID	Project Type	Project Name	Description	Funding Source	Other Costs	Engineering Cost	Construction Cost	Total Project Cost	Timeframe	Notes	Year of Construction	FY 21	FY 22	FY 23	FY 24	FY 25	FY 26	FY 27	FY 28	FY 29	FY 30		
F1	Pedestrian Enhancement	4th Street Closure	Close the segment from Main Street to East Avenue to motor vehicles	TBD		-	100,000	100,000	Future Development		2020	-	-	-	-	-	-	-	-	100,000	-		
F2	Traffic Congestion Mitigation	Warm Springs Road and 10th Street and Lewis Street Intersection Improvements Concept Study	Conduct an alternatives analysis of various intersection improvements at Warm Springs Road and 10th Street and Lewis Street, including a roundabout at 10th, dog bone roundabout or double roundabout at 10th and Lewis, or mini-roundabouts at each intersection	TBD		-	75,000	75,000	Future Development	Combine with Main Street Alternative Analysis	2021	75,000	-	-	-	-	-	-	-	-	-		
F3	Traffic Congestion Mitigation	Warm Springs Road and 10th Street and Lewis Street Intersection Construction	Design and construct the preferred intersection improvements identified in the Concept Study	TBD		-	2,000,000	2,000,000	Future Development		TBD	-	-	-	-	-	-	-	-	-	-		
F4	Traffic Congestion Mitigation	Main Street Lane Reconfiguration Study	Conduct a lane reconfiguration study to investigate changing the 4-lane Main Street into a 3-lane section with one travel lane in each direction and a center median to allow dedicated left turn lanes at public street intersections	TBD		-	100,000	100,000	Future Development	Combine with Lewis Street Concept and ITD Main Street Reconstruction (2026)	2021	-	-	-	-	-	-	-	-	-	100,000		
F5	Parking Management	Implement Paid Parking		TBD		-	700,000	700,000	Future Development		TBD	-	-	-	-	-	-	-	-	-	-		
Annual Cost												75,000	-	-	-	-	-	-	-	-	-	100,000	100,000
Total Cost												275,000											

Safety											Budgeted Amount									
Project ID	Project Type	Project Name	Description	Funding Source	Estimate	Engineering Cost	Construction Cost	Total Project Cost	Timeframe	Year of Construction	FY 21	FY 22	FY 23	FY 24	FY 25	FY 26	FY 27	FY 28	FY 29	FY 30
M3	Safety	Mill and Overlay East Avenue	Mill and Overlay East Avenue	General Fund		78,000	522,000	600,000	2024	Seal coat next year/Streets high priority/minimal life/ prefer 2023 but coordinate with Bluebird	2024	-	600,000	-	-	-	-	-	-	-
M4	Safety	Mill and Overlay Walnut Avenue	Mill and Overlay Walnut Avenue	General Fund		10,400	69,600	80,000	2023	Seal coat this year/Streets high priority/minimal life	2023	-	80,000	-	-	-	-	-	-	-
M7	Safety	Mill and Overlay 1st Avenue	Mill and Overlay First Avenue	TBD				-	2025		2025									
M1	Pedestrian Safety	Sidewalk Curb and Gutter Repairs	City wide repairs annually	TBD		-	1,000,000	1,000,000	Annual Work	2022-2030	-	111,111	111,111	111,111	111,111	111,111	111,111	111,111	111,111	111,111
M2	Pedestrian Safety	4th Street Pavers	Replace pavers for smooth surface	TBD		-	2,000,000	2,000,000	2020-2025	TBD	-	-	-	-	-	-	-	-	-	-
M7		Warm Springs Base/Lewis Street/Northwood LD		TBD				-		TBD										
Annual Cost											-	791,111	111,111	111,111	111,111	111,111	111,111	111,111	111,111	111,111
Total Cost											1,680,000									

Safety											Budgeted Amount											
Project ID	Project Type	Project Name	Description	Funding Source	Cost Category	Engineering Cost	Construction Cost	Total Project Cost	Timeframe	Performance	Year of Construction	FY 21	FY 22	FY 23	FY 24	FY 25	FY 26	FY 27	FY 28	FY 29	FY 30	
PM1	Safety	Pavement Marking Maintenance	All City owned streets (parking, crosswalks, etc.) Crosswalks and "shark teeth" on Main Street (SH-75) and Sun Valley Road west of Main Street (SH-75 Spur)	TBD		-	450,000	450,000	Annual Work		2022-2030	-	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	
											Annual Cost	-	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
											Total Cost	450,000										

Safety												Budgeted Amount										
Project ID	Project Type	Project Name	Description	Funding Source	Est. Cost	Engineering Cost	Construction Cost	Total Project Cost	Timeframe	Construction	Year of Construction	FY 21	FY 22	FY 23	FY 24	FY 25	FY 26	FY 27	FY 28	FY 29	FY 30	
CH1	Safety	Asphalt Maintenance	Chip seal City owned streets	TBD		-	250,000	250,000	2020-2023		2022-2023	-	125,000	125,000	-	-	-	-	-	-	-	
												Annual Cost	-	125,000	125,000	-	-	-	-	-	-	-
												Total Cost	250,000									