



KETCHUM URBAN RENEWAL AGENCY

**Monday, April 17, 2023 at 2:00 PM
191 5th Street West, Ketchum, Idaho 83340**

AGENDA

PUBLIC PARTICIPATION INFORMATION

Public information on this meeting is posted outside City Hall.

We welcome you to watch Council Meetings via live stream.

You will find this option on our website at <https://www.ketchumura.org/kura/meetings>.

If you would like to comment on a public hearing agenda item, please select the best option for your participation:

1. Join us via Zoom (*please mute your device until called upon*).
Join the Webinar: <https://ketchumidaho-org.zoom.us/j/88180328483>
Webinar ID: 881 8032 8483
2. Join us at City Hall.
3. Submit your comments in writing at info@ketchumura.org (*by noon the day of the meeting*).

This agenda is subject to revisions. All revisions will be underlined.

CALL TO ORDER:

ROLL CALL:

COMMUNICATIONS FROM THE BOARD OF COMMISSIONERS:

CONSENT CALENDAR: (ALL ACTION ITEMS)

1. ACTION ITEM: Approval of March 13, 2023 and March 27, 2023 Minutes
2. ACTION ITEM: Approval of Bills

DISCUSSION ITEMS:

3. Discussion on public parking at First and Washington Project and topics for the April 24th KURA and City Council joint meeting.
4. Legislative Update
5. Discussion of KURA Budget Process

ACTION ITEMS:



6. ACTION ITEM: Recommendation to authorize amendment to Agreement 50085 with Desman and authorize the Chair to sign.

ADJOURNMENT:



Special Meeting Minutes

Monday March 13, 2023,

12:00pm

Ketchum City Hall

CALL TO ORDER:

Chair Susan Scovell called the meeting to order at 12:03 p.m. *(00:00:23 in video)*

ROLL CALL:

Present

Board Chair Susan Scovell

Board Member Gary Lipton

Board Member Casey Dove

Board Member Jim Slanetz

Board Member Tyler Davis Jeffers – *via teleconference*

Board Member Casey Burke – *via teleconference*

Absent

Board Member Amanda Breen Recused from this Project.

Other attendees:

Suzanne Frick, KURA Executive Director

Jade Riley, City Administrator

Abbey Germaine, KURA Counsel—*via teleconference*

Ryan Armbruster, KURA Counsel—*via teleconference*

Communication from Board Members *(00:01:00 in video)*

CONSENT CALENDAR: ALL ACTION ITEMS *(00:04:38 in video)*

1. **Motion to move approval of the bills with the correction as stated.** *(00:05:27 in video)*

Motion made by Casey Dove; seconded by Gary Lipton

Ayes: Gary Lipton, Susan Scovell, Casey Dove, Jim Slanetz, Tyler Davis-Jeffers, Casey Burk

Nays: None

ACTION ITEMS *(00:05:35 in video)*

2. **Review, discussion and direction on public parking option and KURA funding for First Street and Washington Ave.**

Presented by: Suzanne Frick *(00:05:45 in video)*

Joined by: Brandon Turpin *(00:18:37 in video)*

Comments, questions, and discussion by Board Members *(00:31:54 in video)*



ADJOURNMENT:

Motion to adjourn 1:45pm

Motion made by Jim Slanetz; seconded by; Casey Dove

Ayes: Gary Lipton, Jim Slanetz, Casey Dove, Susan Scovell, Tyler Davis-Jeffers, Casey Burke

Nays: None

Susan Scovell, Chair

ATTEST:

Trent Donat KURA Secretary



KURA Meeting Minutes

Monday March 27, 2023,

2:00pm

Ketchum City Hall

CALL TO ORDER:

Chair Susan Scovell called the meeting to order at 2:01 p.m. *(00:00:42 in video)*

ROLL CALL:

Present

Board Chair Susan Scovell

Board Member Gary Lipton

Board Member Casey Dove

Board Member Jim Slanetz

Board Member Tyler Davis Jeffers

Board Member Casey Burke

Board Member Amanda Breen

Other attendees:

Ryan Armbruster, KURA Counsel—*via teleconference*

John McDevitt, Skinner Fawcett LLP—*via teleconference*

COMMUNICATION FROM THE BOARD OF COMMISSIONERS *(00:01:09 in video)*

Gary Lipton inquired about the May 30, 2023, deadline regarding First Street and Washington Avenue parking. *(00:01:16 in video)*

CONSENT CALENDAR: ALL ACTION ITEMS *(00:02:52 in video)*

- 1. Motion to move approval of the bills.** *(00:03:01 in video)*
Motion made by Casey Dove; seconded by Jim Slanetz
Ayes: Gary Lipton, Susan Scovell, Casey Dove, Jim Slanetz, Tyler Davis-Jeffers, Casey Burk, Amanda Breen
Nays: None
- 2. Motion to approve February 21, 2023, meeting minutes.** *(00:03:26 in video)*
Motion made by Casey Dove; seconded by
Ayes: Gary Lipton, Susan Scovell, Casey Dove, Jim Slanetz, Tyler Davis-Jeffers, Casey Burk, Amanda Breen
Nays: None



DISCUSSION ITEMS:

3. Legislative update *(00:03:42 in video)*
Presented by: Ryan Armbruster

Comments, questions, and discussion by Board Members *(00:07:00 in video)*

4. Legislative update *(00:03:42 in video)*
Presented by: Ryan Armbruster

Comments, questions, and discussion by Board Members *(00:08:47 in video)*

ACTION ITEMS:

6. Review, discussion, and direction to staff on the option to pursue, relation to the Series 2021 Bonds issued by the KURA. *(00:14:32 in video)*
Joined by: Ryan Armbruster
John McDevitt

Motion to direct staff to implement option one, once the project commitments are in place for redevelopment of the First Street and Washington Avenue Project.

(00:38:14 in video)

Motion made by Casey Dove; seconded by Amanda Breen

Ayes: Gary Lipton, Susan Scovell, Casey Dove, Jim Slanetz, Tyler Davis-Jeffers, Casey Burk, Amanda Breen

Nays: None

5. Recommendation to conduct a public meeting, hear public comments and adopt Resolution 23-URA02 approving the Annual Report of the Urban Renewal Agency for Calendar Year 2022. *(00:38:45 in video)*
Presented by: Ryan Armbruster

Public Comment: *(00:39:58 in video)*

No public comment

Public Comment Closed: *(00:41:13 in video)*



Motion to adopt Resolution 23-URA02 approving the 2022 annual report for the Ketchum URA and direct staff to file the report along with the 2021 audit, to the required agencies and the series 2021 Bond holders (00:41:37 in video)

Motion made by Casey Dove; seconded by Jim Slanetz

Ayes: Gary Lipton, Susan Scovell, Casey Dove, Jim Slanetz, Tyler Davis-Jeffers, Casey Burk, Amanda Breen

Nays: None

Additional comments, and discussion by Board Members regarding the First Street and Washington Avenue Parking project. (00:42:27 in video)

ADJOURNMENT:

Motion to adjourn 3:08pm (01:07:46 in video)

Motion made by Amanda Breen; seconded by; Susan Scovell

Ayes: Gary Lipton, Jim Slanetz, Casey Dove, Susan Scovell, Tyler Davis-Jeffers, Casey Burke, Amanda Breen

Nays: None

Susan Scovell, Chair

ATTEST:

Trent Donat KURA Secretary

Report Criteria:

Invoices with totals above \$0 included.
 Only unpaid invoices included.
 [Report].GL Account Number = "961000000"- "9848009999"

Vendor Name	Invoice Number	Description	Net Invoice Amount
URBAN RENEWAL AGENCY			
URBAN RENEWAL EXPENDITURES			
98-4410-4200 PROFESSIONAL SERVICES			
KETCHUM COMPUTERS, INC.	19550	Monthl Workstation Maintenance KURA	43.50
SKINNER FAWCETT	46055	2023 Tax Review KURA	8,579.50
SUN VALLEY ECONOMIC DEVEL	1427	Quarterly Contribution	2,500.00
SUN VALLEY ECONOMIC DEVEL	1457	Quarterly Contribution	3,750.00
ELAM & BURKE	201148	General Representation	2,342.97
ELAM & BURKE	201150	1st & Washington Profession Fees	5,588.30
98-4410-5000 ADMINISTRATIVE EXPNS-CITY GEN			
CITY OF KETCHUM	6474	FEBRUARY 11 TO MARCH 24, 2023 SALARIES & BENEFITS	12,237.42
98-4410-7100 INFRASTRUCTURE PROJECTS			
DESMAN, INC	D23009	PROJECT NUMBER 60-23101-1 1ST AND WASHINGTON	3,600.00
DESMAN, INC	D23016	PROJECT NUMBER 60-23101-1 1ST AND WASHINGTON	2,880.00
Total URBAN RENEWAL EXPENDITURES:			<u>41,521.69</u>
Total URBAN RENEWAL AGENCY:			<u>41,521.69</u>
Grand Totals:			<u><u>41,521.69</u></u>

Invoice

Date	Invoice #
3/30/2023	19550
Terms	Due Date
Net 30	4/29/2023

Bill To
Ketchum Urban Renewal Agency finance@ketchumidaho.org

Federal Tax ID: 26-1671669

billing@ketchumcomputers.com

Date	Employee	Description	Quantity	Rate	Amount
4/1/2023	Mandeville	Monthly Workstation Maintenance: KURA laptop	1	43.50	43.50

Total	\$43.50
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SKINNER FAWCETT LLP
250 W. Bobwhite Court, Suite 240
P.O. Box 700
Boise, ID 83701-0700
(208) 345-2663

March 1, 2023

Ketchum Urban Renewal Agency
 Attn: Executive Director
 491 Sun Valley Rd.
 Ketchum, ID 83340

Invoice Number: 46055

In Reference To: Ketchum Urban Renewal Agency - 2023 Tax
 Review
 File No.: 06-6780(5) S

PROFESSIONAL SERVICES

				<u>Amount</u>
2/2/2023	JRM	Legal analysis with tax counsel re: Series 2021 Bond private use issues and parking structure. Follow up with Abbey re: ground lease structure.	1.50	525.00
	RAS	Review e-mail.	0.25	137.50
2/3/2023	JRM	Confer with Alison Benge and follow up with Abbey re: tax analysis.	0.25	87.50
	RAS	Review e-mail on tax issues and confer with John.	0.25	137.50
2/6/2023	JRM	Finalize initial tax analysis and send analysis to Ryan and Abbey for review.	1.50	525.00
	RAS	Review tax issues e-mail.	0.25	137.50
2/7/2023	RAS	Review e-mail on tax analysis.	0.25	137.50
2/8/2023	JRM	Confer with Rick re: tax analysis and questions.	0.25	87.50
2/9/2023	JRM	Attend call with Ryan, Abbey, Alison and Rick re: tax analysis and financing structures.	1.25	437.50
	RAS	Call with counsel on tax alternatives.	1.25	687.50
2/13/2023	RAS	Reviewed tax counsel recommendations.	0.25	137.50
2/17/2023	JRM	Draft tax analysis memorandum and send to Elam & Burke for review.	2.00	700.00
2/21/2023	JRM	Finalize Memo and circulate to Elam & Burke. Confer with Abbey re: call/next steps.	0.25	87.50
	RAS	Respond to e-mail on tax analysis.	0.25	137.50
		For Professional Services Rendered	9.75	\$3,962.50
		COSTS ADVANCED		
3/1/2023		Miscellaneous		4,617.00
		Alison Benge fees for February		4,617.00
		Total costs		\$4,617.00
		Total Fees and Costs Advanced		\$8,579.50

Shellie Gallagher

From: Suzanne Frick
Sent: Thursday, March 9, 2023 6:54 PM
To: Shellie Gallagher
Subject: FW: Skinner Fawcett KURA Invoices
Attachments: Ketchum URA February invoice.PDF

Shellie—could you please process this for the March 27th meeting and charge to 98-4410-4200. Thank you.

SUZANNE FRICK

KURA EXECUTIVE DIRECTOR
P.O. Box 2315 | 191 5th Street W | Ketchum, ID 83340
o: 208.727.5086 | m: 208.721.2765
sfrick@ketchumidaho.org | www.ketchumura.org

From: Kim Kline <ksk@elamburke.com>
Sent: Thursday, March 9, 2023 1:17 PM
To: Ketchum Finance <finance@ketchumidaho.org>; Suzanne Frick <sfrick@ketchumidaho.org>
Subject: Skinner Fawcett KURA Invoices

All,

Attached is an invoice from Skinner Fawcett.

Kim Kline | Legal Assistant



251 E. Front St., Ste. 300 | Boise, ID 83702
T: (208) 343-5454 | E: ksk@elamburke.com

Confidentiality Notice: This e-mail message may contain confidential and privileged information exempt from disclosure under applicable law. If you have received this message by mistake, please notify us immediately by replying to this message or telephoning us, and do not review, disclose, copy, or distribute it. Thank you.

Sun Valley Economic Development, Inc.
PO Box 3893
Ketchum, ID 83340 US
(208)720-7779
Harry@sunvalleyeconomy.org
www.sunvalleyeconomy.org

Invoice



**SUN VALLEY
ECONOMIC
DEVELOPMENT**

BILL TO

Shellie Rubel
Ketchum Urban Renewal Agency
City of Ketchum

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
1427	01/01/2023	\$2,500.00	01/31/2023	Net 30	

DESCRIPTION	QTY	RATE	AMOUNT
Public Sector - KURA Quarterly Contract for Service Thank you for your support.	1	2,500.00	2,500.00
		BALANCE DUE	\$2,500.00

23009
[Handwritten signature]

Sun Valley Economic Development, Inc.
 PO Box 3893
 Ketchum, ID 83340 US
 (208)720-7779
 Harry@sunvalleyeconomy.org
 www.sunvalleyeconomy.org

Invoice



**SUN VALLEY
 ECONOMIC
 DEVELOPMENT**

BILL TO

Shellie Rubel
 Ketchum Urban Renewal Agency
 City of Ketchum

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
1457	04/01/2023	\$3,750.00	05/01/2023	Net 30	

DESCRIPTION	QTY	RATE	AMOUNT
Public Sector - KURA Quarterly Contract for Service	1	3,750.00	3,750.00
Thank you for your support.		BALANCE DUE	\$3,750.00

251 East Front Street, Suite 300
Post Office Box 1539
Boise, Idaho 83701
Telephone 208 343-5454
Fax 208 384-5844

Tax Id No. 82-0451327

Ketchum Urban Renewal Agency
Attn: Suzanne Frick
Executive Director
PO Box 2315
Ketchum, ID 83340

February 28, 2023

Invoice # 201150

Billing Atty - MSC

FOR PROFESSIONAL SERVICES RENDERED
From February 1, 2023 Through February 28, 2023

RE: 1st and Washington Project

CLIENT/MATTER: 08962-00003

HOURS

2/01/23	ARG	1.80	Teams meeting with Suzanne Frick to discuss project updates, including parking garage options. Revise parking consultant contract with Desman. Send same to Desman.
2/01/23	RPA	2.00	Review emails concerning utility location and possible relocation of those facilities. Follow up on parking consultant contract. Prepare for and attend work session with Abbey Germaine and Suzanne Frick.
2/02/23	ARG	.80	Review and respond to email correspondence from John McDevitt regarding tax counsel rates and scope of services. Review final executed ANE for outlining necessary compliance dates.
2/02/23	RPA	.20	Review emails concerning executed ANE and bond counsel engagement letters with bond counsel.
2/03/23	ARG	.60	Review and draft email correspondence in response to John McDevitt and tax counsel questions regarding project specifics. Draft email correspondence to Amanda Breen regarding recusal issue.
2/03/23	RPA	1.00	Address substitution of counsel for bond work. Review and respond to questions concerning ground lease consideration and parking garage ownership and construction. Follow up on parking consultant contract.

PAGE 1

ELAM & BURKE
ATTORNEYS AT LAW

251 East Front Street, Suite 300
Post Office Box 1539
Boise, Idaho 83701
Telephone 208 343-5454
Fax 208 384-5844

Tax Id No. 82-0451327

RE: General Representation

CLIENT/MATTER: 08962-00001
February 28, 2023
Invoice # 201148

Timekeeper	Staff	Rate	Hours	Amount	Non-Chargeable Hours	Amount
Germaine, Abbey R.	Of Counsel	225.00	5.00	1,125.00	.00	.00
Armbruster, Ryan P.	Of Counsel	225.00	5.10	1,147.50	.00	.00
			10.10	2,272.50	.00	.00

COSTS ADVANCED	QTY	RATE	AMOUNT
Idaho Secretary of State - Lobbyist Registration (RPA)			10.47
Idaho Legislative Advisors - ILA 2023 Session Registration			60.00
TOTAL COSTS ADVANCED			70.47

INVOICE TOTAL 2,342.97

251 East Front Street, Suite 300
Post Office Box 1539
Boise, Idaho 83701
Telephone 208 343-5454
Fax 208 384-5844

Tax Id No. 82-0451327

Ketchum Urban Renewal Agency
Attn: Suzanne Frick
Executive Director
PO Box 2315
Ketchum, ID 83340

February 28, 2023

Invoice # 201148

Billing Atty - MSC

FOR PROFESSIONAL SERVICES RENDERED
From February 1, 2023 Through February 28, 2023

RE: General Representation

CLIENT/MATTER: 08962-00001

HOURS

2/01/23	ARG	.60	Revise annual report approval resolution. Outline items for February Board meeting. Review and respond to email correspondence from Suzanne Frick regarding necessary action items.
2/01/23	RPA	.50	Follow up on annual report content and approval schedule. Follow up on agenda items for regular board meeting including revised city-agency agreement.
2/02/23	RPA	.20	Review email concerning conflict of interest question by board member and consider response.
2/03/23	RPA	.30	Review conflict issue for board member concerning special meeting item. Coordinate response and guidance.
2/09/23	RPA	.30	Consider needed amendments to the City-Agency agreement for designation of executive director.
2/13/23	RPA	.80	Review current city-agency agreement. Outline certain amendments for consideration concerning executive director position. Draft explanatory email.
2/14/23	ARG	1.20	Review email correspondence from Suzanne Frick regarding amendments to KURA/City services agreement. Begin drafting amendment to services agreement to revise roles and responsibility of City staff for KURA.
2/14/23	RPA	.80	Review email from Suzanne Frick on issues for

PAGE 1

251 East Front Street, Suite 300
Post Office Box 1539
Boise, Idaho 83701
Telephone 208 343-5454
Fax 208 384-5844

Tax Id No. 82-0451327

RE: 1st and Washington Project

CLIENT/MATTER: 08962-00003
February 28, 2023
Invoice # 201150

2/06/23	ARG	.60	Review special Board meeting packet. Attend special Board meeting via Zoom. Review next steps for 1st and Washington project.
2/06/23	RPA	.70	Review several emails on bond counsel preliminary conclusions on compliance and tax exemption. Outline outstanding issues and coordinate call with bond counsel and tax counsel.
2/07/23	ARG	.40	Review analysis provided by John McDevitt regarding tax certificate requirements on property use. Draft email response to John McDevitt regarding same.
2/07/23	RPA	.60	Address IHFA authority for tax exempt bonds, tax counsel concerns, and how to best structure the project.
2/08/23	ARG	.70	Teams meeting with Suzanne Frick to discuss status of project and parking issues related to development. Review necessary next steps.
2/08/23	RPA	1.00	Review preliminary findings by bond counsel on funding, compliance with public/private test, tax exemption and how best to structure the project documents. Follow up on status of parking consultant scope of work. Attend zoom call with Abbey Germaine and Suzanne Frick re: compliance with agreement to negotiate exclusively and list of issues to share with the developer.
2/09/23	ARG	1.70	Prepare for meeting with John McDevitt by drafting list of outstanding items for discussion. Teams meeting with John McDevitt and tax counsel regarding necessary steps for remedial action on 2021 bonds and financing options of parking garage.
2/09/23	RPA	1.50	Review comments by bond counsel and tax counsel. Prepare for and attend zoom meeting to review preliminary conclusions on structure of the 1st and Washington project. Consider how best to comply with 2021 tax certificate. Outline next steps and parking options.
2/13/23	RPA	.20	Follow up on bond counsel fees, next steps, and schedule.

PAGE 2

251 East Front Street, Suite 300
Post Office Box 1539
Boise, Idaho 83701
Telephone 208 343-5454
Fax 208 384-5844

Tax Id No. 82-0451327

RE: 1st and Washington Project

CLIENT/MATTER: 08962-00003
February 28, 2023
Invoice # 201150

2/14/23	RPA	.50	Address status of parking consultant report. Review emails re: special meeting to consider the parking options. Consider status update at board meeting.
2/15/23	ARG	2.10	Teams meeting with Suzanne Frick to discuss next steps. Draft revisions to outstanding items list required pursuant to ANE. Review potential parking options provided by Desman.
2/15/23	RPA	.50	Review emails re: parking options, compliance with the ANE and special meeting to review parking report.
2/19/23	RPA	.20	Review email from bond counsel. Consider next steps on structure.
2/21/23	ARG	.60	Review analysis provided by John McDevitt regarding tax certificate implications on 1st and Washington property and KURA financing options. Provide draft revisions to same.
2/21/23	RPA	.60	Review updated memorandum concerning tax certificate compliance and possible new financing structure. Review status of parking study for parking to serve apartment project.
2/22/23	ARG	1.40	Teams meeting with Suzanne Frick to discuss current action items on parking issues. Consider options for parking funding based on tax counsel analysis. Draft additional revisions to John McDevitt's memorandum. Provide same to John McDevitt.
2/22/23	RPA	1.50	Provide comments on draft memorandum from bond counsel/tax counsel. Attend weekly team meeting with Abbey Germaine and Suzanne Frick on outstanding issues and next meeting with developer concerning 501c3 application.
2/24/23	ARG	.80	Teams meeting with Mark Edlen to discuss parking financing. Discuss internally options for parking financing and potential to fund parking garage. Draft notes for follow up with John McDevitt and tax counsel.
2/24/23	RPA	.80	Attend teams meeting with Mark Edlen, Suzanne Frick, and Abbey Germaine, addressing parking

PAGE 3

ELAM & BURKE

ATTORNEYS AT LAW

251 East Front Street, Suite 300
Post Office Box 1539
Boise, Idaho 83701
Telephone 208 343-5454
Fax 208 384-5844

Tax Id No. 82-0451327

RE: 1st and Washington Project

CLIENT/MATTER: 08962-00003
February 28, 2023
Invoice # 201150

issues, 501c3 designation, developer financing
and status of development. Review ANE letter to
developer. Address garage financing issues.

PROFESSIONAL FEES 5,585.00

Timekeeper	Staff	Rate	Hours	Amount	Non-Chargeable	
					Hours	Amount
Germaine, Abbey R.	Of Counsel	240.00	11.50	2,760.00	.00	.00
Armbruster, Ryan P.	Of Counsel	250.00	11.30	2,825.00	.00	.00
			22.80	5,585.00	.00	.00

COSTS ADVANCED	QTY	RATE	AMOUNT
Copies	8.00	.15	1.20
Color Copies	14.00	.15	2.10
TOTAL COSTS ADVANCED			3.30

INVOICE TOTAL 5,588.30



CITY OF KETCHUM

P.O. Box 2315
 Ketchum ID 83340
 Phone: (208) 726-7801
 Fax: (208) 726-7812

INVOICE

Date	Number	Page
03/28/2023	6474	1

Bill To: KETCHUM URBAN RENEWAL AGENCY

KETCHUM ID 83340

Customer No. 410

Project: BOX 2315

Terms: Due Upon Receipt

Invoice Due Date: 04/07/2023

Quantity	Description	Unit Price	Net Amount
1	City Staff February 11 to March 24, 2023	12,237.42	12,237.42
Please remit payment via: https://www.ketchumidaho.org/administration/page/online-payments OR City of Ketchum PO Box 2315 Ketchum, ID 83340		Amount	12,237.42
		Balance Due	<u>12,237.42</u>

February 11 to March 24, 2023

Employee	Rate w/benefits	Hours	Amount	February Financial Statement
Frick, Suzanne	89.62	133.5	11,964.06	133.5 11,964.06
Landers, Morgan	92.85	0	-	
Crutcher, Adam	48.48	0	-	
Enourato, Lisa	66.16	0	-	
Donat, Trent	71.23	2	142.46	
Gallagher, Shellie	65.45	2	130.90	
Total			12,237.42	
		137.50		

PERIOD ACTUAL

NON-DEPARTMENTAL

PERSONAL SERVICES:	PERIOD ACTUAL
01-4193-1000 SALARIES	8,677.50
01-4193-2100 FICA TAXES-CITY	663.83
01-4193-2200 STATE RETIREMENT-CITY	1,036.09
01-4193-2400 WORKMEN'S COMPENSATION-CITY	3.66
01-4193-2500 HEALTH INSURANCE-CITY	1,522.00
01-4193-2510 DENTAL INSURANCE-CITY	34.95
01-4193-2600 LONG TERM DISABILITY	26.03

TOTAL PERSONAL SERVICES

11,964.06

Please make check payable and remit to:

DESMAN, Inc.
 3 West 35th Street, 3rd Floor
 New York, NY 10002

KURA - Ketchum Urban Renewal Authority
 191 5th St. W
 Ketchum, ID 83340

INVOICE # D23009

INVOICE DATE: 2/28/2023

Suzanne Frick - Executive Director
 sfrick@ketchumidaho.org

Invoices to:
 sfrick@ketchumidaho.org

First & Washington Parking Garage
 Ketchum, ID
 DESMAN Project Number: 60-23101-1
 DESMAN Project Manager - Scot Martin

Professional Engineering Services
 Invoice Billing Period through February 28, 2023

Description/Phase	Contract Amount	% Completed	Billed To Date	Previously Billed	Amount of This Invoice
Concept Design	\$7,200.00	50%	\$3,600.00	\$0.00	\$3,600.00
TOTAL	\$7,200.00		\$3,600.00	\$0.00	\$3,600.00

AMOUNT DUE THIS INVOICE **\$3,600.00**

Please make check payable and remit to:

DESMAN, Inc.

3 West 35th Street, 3rd Floor
 New York, NY 10002

KURA - Ketchum Urban Renewal Authority
 191 5th St. W
 Ketchum, ID 83340

INVOICE # D23016

INVOICE DATE: 3/31/2023

Suzanne Frick - Executive Director
 sfrick@ketchumidaho.org

Invoices to:
 sfrick@ketchumidaho.org

First & Washington Parking Garage
 Ketchum, ID
 DESMAN Project Number: 60-23101-1
 DESMAN Project Manager - Scot Martin

Professional Engineering Services
 Invoice Billing Period through **March 31, 2023**

Description/Phase	Contract Amount	% Completed	Billed To Date	Previously Billed	Amount of This Invoice
Concept Design	\$7,200.00	90%	\$6,480.00	\$3,600.00	\$2,880.00
TOTAL	\$7,200.00		\$6,480.00	\$3,600.00	\$2,880.00

AMOUNT DUE THIS INVOICE **\$2,880.00**



Ketchum Urban Renewal Agency

P.O. Box 2315 | 191 5th Street | Ketchum, ID 83340

April 17, 2023

Chair and Commissioners
Ketchum Urban Renewal Agency
Ketchum, Idaho

RECOMMENDATION TO DISCUSS AND IDENTIFY TOPICS FOR APRIL 24TH KURA/CITY COUNCIL JOINT MEETING

Introduction/History

The preliminary cost estimates for subterranean parking at First and Washington range from \$121,000-\$135,000 a space. The development team acknowledges the estimated costs are conservative because of the uncertainty of construction costs when the project is to be constructed. The estimated costs are high to account for the uncertainty. It is simply too difficult to accurately estimate the costs at this time.

The majority of the Board is reluctant to fund public parking at this cost range. A joint meeting is scheduled on April 24th with the KURA and City Council to discuss public parking options. Staff requests the Board identify the topics for discussion with the City Council.

Discussion Topics

After the March 27th KURA meeting, the development team and staff discussed an alternative approach to addressing the public parking costs at First and Washington. An option for Board consideration would be the following:

- Prepare project design drawings with two options, one without subterranean parking and one with subterranean parking. Go to bid with both options, obtain accurate construction cost estimates and then the Board can decide at that time if the cost is reasonable. The development team is estimating the cost of preparing two design options for Board consideration.

Other topics for consideration at the joint meeting:

- Is First and Washington the appropriate location for public parking.
- Are there other city properties suitable for public parking.
- Can the city contribute funding toward public parking.
- What is the acceptable cost range for public parking.

Recommendation

Staff recommends the Board discuss the alternative approach to estimating the public parking costs and identify topics for discussion with the City Council.



Ketchum Urban Renewal Agency

P.O. Box 2315 | 191 5th Street | Ketchum, ID 83340

April 17, 2023

Chair and Commissioners
Ketchum Urban Renewal Agency
Ketchum, Idaho

RECOMMENDATION TO DISCUSS AND PROVIDE DIRECTION ON FY 23/24 BUDGET PROCESS

Introduction/History

The KURA budget is typically prepared in June/July. In the past, the Board conducted a workshop in May to identify funding priorities. Staff seeks direction if the Board wants to schedule a workshop to discuss funding priorities or to discuss information the Board would like to review as part of the budget preparation.

Recommendation

Provide staff with direction on scheduling a budget priority workshop and identify any information the Board would like when considering the FY 23/24 budget.



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RECOMMENDATION TO AMEND AGREEMENT 50085 WITH DESMAN TO STUDY THE FEASIBILITY OF A PARKING STRUCTURE AT 6TH AND LEADVILLE

Introduction/History

The Board expressed interest in a parking structure at the city owned lot at 6th and Leadville. To understand the configuration and number of spaces that could be accommodated in a parking structure, staff recommends retaining the services of Desman to prepare a feasibility study. The study will be similar to the analysis done for First and Washington.

Financial Requirement/Impact

The estimated cost for the analysis will not exceed \$7,000. Sufficient funds are available in the FY 22/23 budget.

Recommendation and Motion

Staff recommends the Board approve the following motion:

“I move to authorize the Chair to sign an amendment to Agreement 50085 with Desman to prepare a parking structure feasibility study for the 6th and Leadville site.”