



***SPECIAL MEETING* - KETCHUM URBAN RENEWAL AGENCY**

**Monday, July 24, 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/89170640542>
Webinar ID: 891 7064 0542
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 June 20, 2023 Minutes
2. ACTION ITEM: Approval of Bills

DISCUSSION ITEMS:

3. Update on First and Washington Project

ACTION ITEMS:

4. ACTION ITEM: Approval of Proposed FY24 Budget and Setting the Public Hearing for August 21, 2023.



5. ACTION ITEM: Motion to approve joint meeting with Ketchum City Council for August 21 at 4:00 PM

ADJOURNMENT:

Meeting Minutes

Monday June 20, 2023,

2:00pm

Ketchum City Hall

CALL TO ORDER:

Vice Chair Casey Dove called the meeting to order at 2:00pm. *(00:00:20 in video)*

ROLL CALL:

Present

Board Chair Susan Scovell *(arrived at 2:07pm)*

Board Member Gary Lipton

Board Member Casey Dove

Board Member Jim Slanetz

Board Member Amanda Breen *(left at 3:16pm)*

Board Member Tyler Davis Jeffers

Board Member Casey Burke *(arrived at 2:10pm)*

Other attendees:

Suzanne Frick, KURA Executive Director

Jade Riley, City Administrator

Abbey Germaine, KURA Counsel *(via teleconference)*

Keith Perry, BCHA Chair

COMMUNICATION FROM THE BOARD MEMEBERS: *(00:0:40 in video)*

None

CONSENT CALENDAR: ALL ACTION ITEMS *(00:00:48 in video)*

1. Motion to move approve May 15, 2023, Minutes

noting that Ryan Armbruster was not at the May 15, 2023, meeting.

(00:01:11 in video)

Motion made by Amanda Breen; seconded by Gary Lipton

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

Nays: None

2. Motion to move approve the bills. *(00:01:29 in video)*

Motion made by Amanda Breen; seconded by Gary Lipton

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

Nays: None

DISCUSSION ITEMS:

3. Update on 1st Street and Washington Ave. Project”
Presented by: Suzanne Frick *(00:01:40 in video)*

Comments, questions, and discussion by Board Members *(00:07:25 in video)*

ACTION ITEMS:

4. Review and Direction to Staff on Proposed FY24 KURA budget.
Presented by: Suzanne Frick *(00:22:29 in video)*

Casey Dove inquired about the City Housing Evaluation Project. *(00:36:04 in video)*
Responded to by: Jade Riley

5. Discussions and direction to Staff on FY24 Infrastructure Project Funding.
Presented by: Suzanne Frick Joined by: Jade Riley
- Undergrounding Powerlines *(00:39:29 in video)*
 - Main Street Sidewalks *(00:46:10 in video)*
 - Bike Path on Hwy 75 *(00:54:59 in video)*
 - Phase 2 4th Street Pavers *(01:00:09 in video)*
 - Town Square Master Plan *(01:01:04 in video)*
 - Downtown Sidewalk Evaluation *(01:09:12 in video)*
 - Fire Station Solar Roof *(01:11:00 in video)*
 - 5th Street Sidewalk *(01:11:30 in video)*

Comments, questions, and discussion by Board Members *(01:13:49 in video)*

Next meeting is set for July 24, 2023. *(01:25:40 in video)*

ADJOURNMENT:

Motion to adjourn 3:30 pm *(01:25:53 in video)*

Motion made by Gary Lipton; seconded by; Casey Dove

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

Nays: None



Susan Scovell, Chair

ATTEST:

Trent Donat KURA Secretary

Report Criteria:

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

[Report].GL Account Number = "9610000000"- "9848009999"

Vendor Name	Invoice Number	Description	Net Invoice Amount
URBAN RENEWAL AGENCY			
URBAN RENEWAL EXPENDITURES			
98-4410-4200 PROFESSIONAL SERVICES			
KETCHUM COMPUTERS, INC.	19753	Monthly Workstation Maintenance	43.50
SUN VALLEY ECONOMIC DEVEL	1492	Quarterly Contribution	2,250.00
ELAM & BURKE	202700	General Representation	2,039.70
ELAM & BURKE	202701	1st & Washington Profession Fees	4,321.10
98-4410-5000 ADMINISTRATIVE EXPNS-CITY GEN			
CITY OF KETCHUM	6856	SALARIES & BENFITS 5-20 TO 6-16-2023 REIMBURSEMENT	6,703.13
98-4410-7100 INFRASTRUCTURE PROJECTS			
CITY OF KETCHUM	6819	50% OF CANYON EXCAVATION INV 230595APP#1	71,158.42
CITY OF KETCHUM	6940	50% OF CANYON EXCAVATION INV 230595APP#2	80,158.19
98-4410-8801 REIMBURSE CITY GENERAL FUND			
CITY OF KETCHUM	6706	SALARIES & BENFITS 4-24 TO 5-19-2023 REIMBURSEMENT	8,548.98
Total URBAN RENEWAL EXPENDITURES:			175,223.02
Total URBAN RENEWAL AGENCY:			175,223.02
Grand Totals:			175,223.02

**CITY OF KETCHUM**

P.O. Box 2315
Ketchum ID 83340
Phone: (208) 726-3841
Fax: (208) 727-5070

INVOICE

Date	Number	Page
06/29/2023	6856	1

Bill To: KETCHUM URBAN RENEWAL AGENCY
BOX 2315
KETCHUM ID 83340

Customer No. 410

Project:

Terms: Due Upon Receipt

Invoice Due Date: 07/09/2023

Quantity	Description	Unit Price	Net Amount
1	SALARIES & BENEFITS 5-20 TO 6-16-2023 REIMBURSE C	6,703.13	6,703.13

Please remit payment via:
<https://www.ketchumidaho.org/administration/page/online-payments>
OR
City of Ketchum
PO Box 2315
Ketchum, ID 83340

Amount 6,703.13

Balance Due 6,703.13

Employee	Rate w/benefits	Hours	Amount	Rate	Hours	February Financial Statement
Frick, Suzanne	101.56	66	6,703.13	101.56	66	6,703.13
Landers, Morgan	92.85	0	-			
Crutcher, Adam	48.48	0	-			
McCollum, Suzanne	43.11	1	43.11			
Donat, Trent	71.23	1	71.23			
Gallagher, Shellie	65.45	1	65.45			
Total			6,882.92			
		69.00				
NON-DEPARTMENTAL						
PERSONAL SERVICES:						
01-4193-1000 SALARIES				4,290.00		35,945.00
01-4193-2100 FICA TAXES-CITY				328.18		2,749.81
01-4193-2200 STATE RETIREMENT-CITY				512.22		4,291.82
01-4193-2400 WORKMEN'S COMPENSATION-CITY				6.12		51.19
01-4193-2500 HEALTH INSURANCE-CITY				1,522.00		9,132.00
01-4193-2510 DENTAL INSURANCE-CITY				18.58		201.82
01-4193-2600 LONG TERM DISABILITY				26.03		170.12
TOTAL PERSONAL SERVICES				6,703.13		52,541.76

**CITY OF KETCHUM**

P.O. Box 2315
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Phone: (208) 726-3841
Fax: (208) 727-5070

INVOICE

Date	Number	Page
06/15/2023	6819	1

Bill To: KETCHUM URBAN RENEWAL AGENCY
BOX 2315
KETCHUM ID 83340

Customer No. 410

Project:

Terms: Due Upon Receipt

Invoice Due Date: 06/25/2023

Quantity	Description	Unit Price	Net Amount
1	50% OF CANYON EXCAVATION INV 230595APP#1	71,158.42	71,158.42
Please remit payment via: https://www.ketchumidaho.org/administration/page/online-payments OR City of Ketchum PO Box 2315 Ketchum, ID 83340		Amount	71,158.42
		Balance Due	<u>71,158.42</u>

CONTRACTOR'S PAYMENT APPLICATION AND CERTIFICATE

Date: 24-May-23

Application No. 1
 Period From April 25, 2023 - May 24, 2023
 Project: 4th Street Corridor Repairs Contract No. PO 23095
 Contractor: Canvon Excavation

1. Original Contract Sum \$ 720,170.00
 3. Net Change by Contract Modifications \$ 0.00
 4. Revised Contract Amount (Sum of Lines 1 and 3) \$ 420,143.68
 5. Total Value of Work to Date (Estimate Attached) \$ 149,807.20
 6. Percent Project Complete = 35.66 %
 7. Work Completed \$ 149,807.20
 8. Total Earned to Date Less Retainage (Line 7 less Line 8) \$ 142,316.84
 9. Total Earned to Date Less Retainage (Line 7 less Line 8) \$ 142,316.84
 10. Less Previous Certificates for Payment \$ -
 11. Current Payment Due (Line 9 less Line 10) \$ 142,316.84

CONTRACTOR'S CERTIFICATION

The undersigned Contractor certifies that the Work covered by this Application for Payment has been completed in accordance with the Contract

Payment of: \$ 142,316.84

covered in this Application will pass to the Owner free and clear of all liens at the time of payment.

Recommended by: Phan V. Phat 5/24/23
 (City Project Manager) (Date)

Payment of: \$ 142,316.84

By: [Signature] Date: 5-24-23

Approved by: _____
 (Engineer) (Date)

Change Order Summary

Approved by:

1		\$	-
2		\$	-
3	\$ -		
4	\$ -		
Total	\$0.00		\$0.00
Net Change		\$0.00	

03-4193-7120
[Signature]

Item	Description	Bid Quant	Unit	Contract Unit Price	Total Contract Amount	Order Quantity	Change Order Amount	Adjusted Quantity	Previous Qty.	Previous Paid	Total Qty To Date	al Paid > Date	Qty's This Period	Paid This Period
1	Saw Cut Asphalt	100	LF	\$0.00	\$ -	100	-	100	0.00	\$ -	0.00	-	0.00	\$ -
2	Concrete Curb Removal & Replacement	950	LF	\$14.75	\$ 14,012.50	950	-	950	0.00	\$ -	0.00	10,561.00	716.00	\$ 10,561.00
3	Paver Sidewalk Removal	1464	SY	\$15.50	\$ 22,685.11	1464	-	1464	0.00	\$ -	0.00	14,291.00	922.00	\$ 14,291.00
4	Saw Cut Concrete Curb	36	LF	\$0.00	\$ -	36	-	36	0.00	\$ -	0.00	-	0.00	\$ -
5	1/2" Aggregate Base (IS) Haul, dispose	163	CY	\$70.00	\$ 11,383.21	163	-	163	0.00	\$ -	0.00	7,100.80	101.44	\$ 7,100.80
6	1/2" Aggregate Base (IS) Haul, place, compact	153	CY	\$85.00	\$ 12,967.22	153	-	153	0.00	\$ -	0.00	3,627.80	42.68	\$ 3,627.80
6	1/2" Aggregate Base (IS) Approach - Haul, place, or Diluted Emulsion Asphalt	10	CY	\$85.00	\$ 855.25	10	-	10	0.00	\$ -	0.00	-	0.00	\$ -
7	Coat	20	GAL	\$0.00	\$ -	20	-	20	0.00	\$ -	0.00	-	0.00	\$ -
9	Construct Concrete 6" Vc Curb, or Curb Transition	950	LF	\$83.64	\$ 79,458.00	950	-	950	0.00	\$ -	0.00	29,943.12	358.00	\$ 29,943.12
12	Construct Typical Asphalt (SPWC 800 CLASS II, 1/2" thick)	91	SY	\$82.00	\$ 7,425.96	91	-	91	0.00	\$ -	0.00	-	0.00	\$ -
13	ADA Compliant Bureaucratic TURTLE - Yellow or Palm	60	SF	\$172.20	\$ 10,332.00	60	-	60	0.00	\$ -	0.00	-	0.00	\$ -
14	Install Belgard Catalina G sand			\$170.71	\$ 234,384.83		-		0.00	\$ -	0.00	6,888.00	40.00	\$ 6,888.00
15	Match Existing Sidewalk C Testing and Inspection (Contractor Pay and Coc	1	LS	\$8,640.00	\$ 8,640.00	1	-	1	0.00	\$ -	0.00	66,235.48	388.00	\$ 66,235.48
16	Traffic Control	1	LS	\$10,000.00	\$ 10,000.00	1	-	1	0.00	\$ -	0.00	2,160.00	0.25	\$ 2,160.00
17	Mobilization	1	LS	\$ 8,000.00	\$ 8,000.00	1	-	1	0.00	\$ -	0.00	5,000.00	0.50	\$ 5,000.00
				Total	\$ 420,143.68	Total	-	Total	3.68	Total	-	4,000.00	Total	\$ 149,807.20
				Total to Date	\$ 149,807.20	Total to Date	-	Total to Date	3.68	Total to Date	-	4,000.00	Total to Date	\$ 149,807.20
				5% Retainage	\$ 7,490.68	5% Retainage	-	5% Retainage	0.00	5% Retainage	-	0.00	5% Retainage	\$ 0.00
				Total	\$ 142,316.52	Total	-	Total	3.68	Total	-	4,000.00	Total	\$ 149,807.20

See Values



CITY OF KETCHUM
P.O. Box 2315
Ketchum ID 83340
Phone: (208) 726-3841
Fax: (208) 727-5070

INVOICE

Date	Number	Page
07/18/2023	6940	1

Bill To: KETCHUM URBAN RENEWAL AGENCY
BOX 2315
KETCHUM ID 83340

Customer No. 410

Project:

Terms: Due Upon Receipt

Invoice Due Date: 07/28/2023

Quantity	Description	Unit Price	Net Amount
1	50% OF CANYON EXCAVATION INV 23095APP#2	80,158.19	80,158.19

Please remit payment via:
<https://www.ketchumidaho.org/administration/page/online-payments>
OR
City of Ketchum
PO Box 2315
Ketchum, ID 83340

Amount 80,158.19

Balance Due 80,158.19

CONTRACTOR'S PAYMENT APPLICATION AND CERTIFICATE

Date: 11-Jul-23

Application No. 1
 Period From May 25, 2023 - July 11, 2023
 Project: 4th Street Corridor Repairs
 Contractor: Canyon Excavation

Contract No. PO 23095

1. Original Contract Sum \$ 420,143.68
 3. Net Change by Contract Modifications \$ 0.00
 4. Revised Contract Amount (Sum of Lines 1 and 3) \$ 420,143.68
 5. Total Value of Work to Date (Estimate Attached) \$ 318,561.29
 6. Percent Project Complete = 75.82 %
 7. Work Completed \$ 318,561.29
 8. Total Retainage (5%) Held to Date \$ 15,928.06
 9. Total Earned to Date Less Retainage (Line 7 less Line 8) \$ 302,633.23
 10. Less Previous Certificates for Payment \$ 142,316.84
 11. Current Payment Due (Line 9 less Line 10) \$ 160,316.39

CONTRACTOR'S CERTIFICATION

The undersigned Contractor certifies that the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that the current payment shown herein is now due, and that title materials, and equipment covered in this Application will pass to the Owner free and clear of all liens at the time of payment.

By: [Signature] Date: 7-11-23

Payment of: \$ 160,316.39

Recommended by: Sherri Newland 11-Jul-23
 (City Project Manager) (Date)

Payment of: \$ 160,316.39

Approved by: [Signature] 7-11-23
 (Engineer) (Date)

Approved by: _____
 (Owner) (Date)

Change Order Summary		
Approved Change Orders:		
Number	Additions	Deductions
1	\$ 4,118.82	\$ -
2		\$ -
3	\$ 1,200.00	
4	\$ -	
Total	\$5,318.82	\$0.00
Net Change	\$5,318.82	

03-4193-7120
 Bill to KORA 50%
 \$80,158.19

Item	Description	Bid Quantity	Unit	Contract Unit Price	Total Contract Amount	Change Order Quantity	Change Order Amount	Adjusted Quantity	Adjusted Contract Amount	Previous Qty.	Previous Paid	Total Qty To Date	Total Paid To Date	Qlys This Period	Paid This Period
Schedule A															
1	Saw Cut Asphalt	100.00	LF	\$ -	\$ -		\$ -	100	\$ -	50.00	\$ -	50.00	\$ -	0.00	\$ -
2	Concrete Curb Removal and Disposal	950.00	LF	\$ 14.75	\$ 14,012.50		\$ -	950	\$ 14,012.50	776.00	\$ 10,561.00	786.00	\$ 11,593.50	70.00	\$ 1,032.50
3	Paver Sidewalk Removal and Disposal	1463.56	SY	\$ 15.50	\$ 22,685.11		\$ -	1,464	\$ 22,685.11	922.00	\$ 14,291.00	961.00	\$ 14,895.50	39.00	\$ 604.50
4	Saw Cut Concrete (Curb)	36.00	LF	\$ -	\$ -		\$ -	36	\$ -	18.00	\$ -	27.00	\$ -	9.00	\$ -
5	1/2" Aggregate Base (ISPGC 802, TYPE 1; 202) 4" Depth for Pavers - Haul, dispose	162.62	CY	\$ 70.00	\$ 11,383.21		\$ -	163	\$ 11,383.21	101.44	\$ 7,100.80	106.00	\$ 7,420.00	4.56	\$ 319.20
6	1/2" Aggregate Base (ISPGC 802, TYPE 1; 202) 4" Depth for Pavers - Haul, place, compact	152.56	CY	\$ 85.00	\$ 12,967.22		\$ -	153	\$ 12,967.22	42.68	\$ 3,627.80	106.00	\$ 9,010.00	63.32	\$ 5,382.20
6	1/2" Aggregate Base (ISPGC 802, TYPE 1; 202) 4" Depth for Asphalt Approach - Haul, place, compact	10.06	CY	\$ 85.00	\$ 855.25		\$ -	10	\$ 855.25	0.00	\$ -	19.21	\$ 1,632.85	19.21	\$ 1,632.85
7	Diluted Emulsion Asphalt for Tack Coat	20.00	GAL	\$ -	\$ -		\$ -	20	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -
9	Construct Concrete 6" Vertical or Rolled Curb and Gutter, Zero Reveal Curb, or Curb Transition (match existing) (ISPGC SD-701)	950.00	LF	\$ 83.64	\$ 79,458.00		\$ -	950	\$ 79,458.00	358.00	\$ 29,943.12	786.00	\$ 65,741.04	428.00	\$ 35,797.92
12	ISPGC 800 CLASS II, 1/2" gradation, PGS8-28 (ISPGC SD-710B)	90.56	SY	\$ 82.00	\$ 7,425.56		\$ -	91	\$ 7,425.56	0.00	\$ -	175.00	\$ 14,350.00	175.00	\$ 14,350.00
13	ADA Compliant truncated dome detectable warning replacement - wet set TUFTILE - Yellow or Palina	60	SF	\$ 172.20	\$ 10,332.00		\$ -	60	\$ 10,332.00	40.00	\$ 6,888.00	88.00	\$ 15,153.60	48.00	\$ 8,265.60
14	Install Belgard Catalina Grana Standard 4th Street Paver - with 1" leveling sand	1373.00	SY	\$ 170.71	\$ 234,384.83		\$ -	1,373	\$ 234,384.83	388.00	\$ 66,235.48	938.00	\$ 160,125.98	550.00	\$ 93,890.50
15	Match Existing Sidewalk Grades	1.00	LS	\$ 8,640.00	\$ 8,640.00		\$ -	1	\$ 8,640.00	0.25	\$ 2,160.00	0.50	\$ 4,320.00	0.25	\$ 2,160.00
16	Testing and Inspection (Contractor Pay and Coordinate)	1.00	LS	\$ 10,000.00	\$ 10,000.00		\$ -	1	\$ 10,000.00	0.50	\$ 5,000.00	0.50	\$ 5,000.00	0.00	\$ -
17	Traffic Control	1.00	LS	\$ 8,000.00	\$ 8,000.00		\$ -	1	\$ 8,000.00	0.50	\$ 4,000.00	0.50	\$ 4,000.00	0.00	\$ -
17	Mobilization	1.00	LS	\$ 8,000.00	\$ 8,000.00		\$ -	1	\$ 8,000.00	0.50	\$ 4,000.00	0.50	\$ 4,000.00	0.00	\$ -
Change Orders															
CO1	Paver reset	0.00	SY	\$ 114.00	\$ -		\$ 4,118.82	36	\$ 4,118.82	0.00	\$ -	36.13	\$ 4,118.82	36.13	\$ 4,118.82
CO2	SOD Repair (Town Square work)		SF	\$ -	\$ -		\$ -	0	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -
CO3	Sundall and bollard post removal and disposal		EA	\$ 150.00	\$ -		\$ 1,200.00	8	\$ 1,200.00	0.00	\$ -	8.00	\$ 1,200.00	8.00	\$ 1,200.00
				Total	\$ 420,143.68	Total	\$ 5,318.82	Total	\$ 425,462.50	Total	\$ 149,807.20			Total	\$ 168,754.09
				Total to Date:	\$ 318,561.29										
				5% Retainage:	\$ 15,928.06										
				Total:	\$ 302,633.23										

Schedule of Values

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

May 31, 2023

Invoice # 202701

Billing Atty - MSC

FOR PROFESSIONAL SERVICES RENDERED

From May 2, 2023 Through May 31, 2023

RE: 1st and Washington Project

CLIENT/MATTER: 08962-00003

HOURS

5/02/23	RPA	.20	Follow up on next steps under the ANE and negotiations for the DDA given the decision on the parking issue by the Board.
5/03/23	ARG	1.10	Meeting with development team and Suzanne Frick regarding next steps and potential amendments to ANE. Meeting with Suzanne Frick to discuss follow-up from development team meeting.
5/03/23	RPA	1.10	Attend via Zoom negotiation session with developer representatives, Suzanne Frick, and Abbey Germaine. Address outstanding issues and next steps. Attend debriefing session with Abbey Germaine and Suzanne Frick.
5/04/23	ARG	3.80	Draft amendment to ANE. Review ANE for purposes of drafting amendment to ANE. Analyze timeline for necessary amendments. Prepare list of issues for negotiation and timeline for producing information according to ANE.
5/04/23	RPA	.30	Review emails concerning amendment to the ANE and approval resolution.
5/05/23	ARG	1.60	Draft resolution for approval of first amendment to ANE. Revise first amendment and finalize. Send to Suzanne Frick for consideration. Send draft of first amendment to legal counsel for development team.
5/05/23	RPA	.70	Provide comment to the ANE amendment. Provide

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
May 31, 2023
Invoice # 202701

			comment to the issues list for negotiation for the DDA.
5/08/23	RPA	.20	(NO CHARGE) Review proposed revisions to the draft first amendment to the ANE.
5/09/23	RPA	.50	(NO CHARGE) Review proposed revisions to the ANE, follow up with approval resolution and presentation to the KURA Board.
5/10/23	ARG	.70	Meeting with Suzanne to discuss amendment to ANE and next steps. Review revisions provided by legal counsel for developer. Draft email correspondence to legal counsel for development team regarding same.
5/10/23	RPA	1.50	Review and comment on revisions to the first amendment to the ANE. Attend work session with Suzanne Frick and Abbey Germaine.
5/11/23	ARG	1.20	Revise first amendment to ANE based on comments and revisions provided by legal counsel for development team. Revise resolution approving same.
5/11/23	RPA	.80	Address how best to bind developer to covenants and performance, including performance bond, guaranty or other alternative. Review emails concerning first amendment to the ANE.
5/12/23	RPA	.50	Consider alternatives for compliance of performance and financials assuring ability to complete the project. Address issues for upcoming work session for DDA provisions.
5/15/23	RPA	.30	Review documents for approval at the Board meeting to extend timelines under the ANE and next steps for negotiation of the DDA and ground lease.
5/16/23	RPA	.30	Outline issues for work session with developer group.
5/17/23	ARG	.90	Teams meeting with development team, legal counsel, and Suzanne to discuss next steps on DDA development. Review letter to development team outlining next steps.
5/17/23	RPA	2.00	Review issues list letter and note necessary updates from the developer. Prepare for and

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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
May 31, 2023
Invoice # 202701

			attend the work session with Suzanne Frick, Abbey Germaine, and developer representatives to address DDA issues, schedule of performance and evidence of financing. Outline next steps.
5/18/23	RPA	.20	Address propriety of waiver of fees for non-profit to aid in the development process.
5/19/23	RPA	.20	Address possible DDA content in light of other projects for deChase in order to assure completion of the project.
5/30/23	RPA	.20	Review emails concerning negotiation session, outstanding issues, and next steps.
PROFESSIONAL FEES			4,307.00

Timekeeper	Staff	Rate	Chargeable		Non-Chargeable	
			Hours	Amount	Hours	Amount
Germaine, Abbey R.	Of Counsel	240.00	9.30	2,232.00	.00	.00
Armbruster, Ryan P.	Of Counsel	250.00	8.30	2,075.00	.70	175.00
			17.60	4,307.00	.70	175.00

COSTS ADVANCED	AMOUNT
Copies	1.65
Color Copies	12.45
TOTAL COSTS ADVANCED	14.10

INVOICE TOTAL 4,321.10

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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

May 31, 2023

Invoice # 202700

Billing Atty - MSC

FOR PROFESSIONAL SERVICES RENDERED

From May 1, 2023 Through May 31, 2023

RE: General Representation

CLIENT/MATTER: 08962-00001

HOURS

5/01/23	ARG	2.50	Review and provide revisions for the State Tax Commission rules on levy and budgets based on Idaho Code. Analyze potential impacts of rule changes on KURA and potential revisions to proposed rule changes.
5/08/23	RPA	.20	Review updated information on the 4th Street sidewalk project. Review status of the Bluebird project and the tenant preferences.
5/09/23	RPA	.80	Review agenda items for the upcoming Board meeting. Review email concerning development under the 2010 plan amendment and potential deannexation or new plan upon plan termination.
5/10/23	RPA	.70	Attend work session with Suzanne Frick and Abbey Germaine, to address agenda items for the Board meeting and the issues concerning Sun Valley River Run development, deannexation, and potentially reinstate the project area upon termination.
5/12/23	RPA	.50	Review emails concerning agenda items and materials for the upcoming Board meeting.
5/15/23	ARG	2.30	Prepare for KURA Board meeting. Attend KURA Board meeting and advise on issues related to first amendment to ANE.
5/15/23	RPA	.80	Review and provide comment on various agenda items for Board approval including minutes, SVED

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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
May 31, 2023
Invoice # 202700

5/16/23	RPA	.20	contribution, 4th Street pavers, priorities for the budget, and support of City of Ketchum CIP. Consider need for City-Agency agreement for the 4th Street pavers. Consider how to support the CIP of the City of Ketchum.
5/24/23	RPA	1.00	Prepare draft email on issues concerning deannexation of portion of project area amended to include in 2010, alternatives to establishing a new project area after deannexation. Address whether early termination is a better route.

PROFESSIONAL FEES

2,025.00

Timekeeper	Staff	Rate	Chargeable		Non-Chargeable	
			Hours	Amount	Hours	Amount
Germaine, Abbey R.	Of Counsel	225.00	4.80	1,080.00	.00	.00
Armbruster, Ryan P.	Of Counsel	225.00	4.20	945.00	.00	.00
			9.00	2,025.00	.00	.00

COSTS ADVANCED

AMOUNT

Copies	14.25
Color Copies	.45
TOTAL COSTS ADVANCED	14.70

INVOICE TOTAL

2,039.70

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UNLESS OTHERWISE AGREED, ALL ACCOUNTS ARE DUE WITHIN 30 DAYS OF THIS STATEMENT.
We also accept Visa, MasterCard, Discover and American Express.

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
1492	07/01/2023	\$2,250.00	07/31/2023	Net 30	

ACTIVITY	QTY	RATE	AMOUNT
Public Sector - KURA Quarterly Contract for Service	1	2,250.00	2,250.00
Thank you for your support.	BALANCE DUE		\$2,250.00

Date	Invoice #
7/1/2023	19753
Terms	Due Date
Net 30	7/31/2023

Federal Tax ID:
26-1671669

billing@ketchumcomputers.com

Bill To
Ketchum Urban Renewal Agency finance@ketchumidaho.org

Date	Employee	Description	Quantity	Rate	Amount
7/3/2023	Mandeville	Monthly Workstation Maintenance: KURA laptop	1	43.50	43.50
Total					\$43.50



Ketchum Urban Renewal Agency

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

July 24, 2023

Chair and Commissioners
Ketchum Urban Renewal Agency
Ketchum, Idaho

Recommendation to Review and Approve the FY 24 KURA Budget and set the Public Hearing for Adoption on August 21, 2023

Introduction/History

Per Idaho Code 50-2006 the Urban Renewal Agency (URA) is required to pass an annual appropriation resolution and submit the resolution to the City Clerk of the City of Ketchum by September 1, 2023.

The Board previously reviewed the proposed budget and requested elimination of the capital improvement funding for economic development projects. This change has been made to the proposed budget. Staff requests the Board approve the proposed budget and set the budget for a public hearing on August 21, 2023. The proposed budget is provided in Attachment A. Notice of the public hearing will appear in the Mountain Express Newspaper on August 2, 2023 and August 16, 2023.

Analysis

The Board will hold a Public Hearing on August 21, 2023 for the purpose of considering and adopting a final budget and making appropriations to each fund for the forthcoming fiscal year 2023-24 at which time the public may appear and be heard upon any part or parts of said budget.

The Board will consider adopting Resolution Number 23-URA04, entitled the Annual Appropriation Resolution for the Fiscal Year beginning October 1, 2023, appropriating sums of money authorized by law and deemed necessary to defray all expenses and liabilities of the Urban Renewal Agency and providing an effective date.

Financial Requirement/Impact

The FY24 Urban Renewal Agency Budget provides budget authority for the services and projects the Agency anticipates providing during the new fiscal year. The budget appropriates \$3 million for capital projects in anticipation of several capital projects.

Recommendation and Motions

1. I move to approve the proposed FY24 FY Ketchum Urban Renewal Budget and set the budget adoption hearing for August 21, 2023.

Attachments:

Proposed FY24 Budget



Fiscal Year 2023-24 Proposed Budget

Chair: *Susan Scovell*

Vice-Chair: Casey Dove

Commissioners: *Amanda Breen, Casey Burke,
Tyler Davis-Jeffers, Gary Lipton, Jim Slanetz*

Executive Director: *Suzanne Frick*

Treasurer: *Shellie Gallagher*

Secretary: *Trent Donat*



Ketchum Urban Renewal Agency Fund

The purpose of the Ketchum Urban Renewal Agency Fund is to provide the financial authority to facilitate urban renewal activities within the boundaries of the Ketchum Urban Renewal District. Resolution 06-33, establishing the Ketchum Urban Renewal Agency, was adopted by the City Council on April 3, 2006. Resolution 06-34, establishing the revenue allocation area wherein urban renewal activities may occur, was subsequently adopted by the City Council on April 3, 2006. Finally, the Ketchum Urban Renewal Plan was adopted by the City Council with passage of Ordinance 992 on November 15, 2006. The Urban Renewal Plan was amended in 2010 with passage of Ordinance 1077.

FY 2023-24 Highlights

Summary: The objective of the Ketchum Urban Renewal Agency Fund is to support the projects to be undertaken during the fiscal year and to provide budget authority to make required principal and interest payments on the 2010 Urban Renewal Bonds.

For Fiscal Year 2023-24, the KURA will focus efforts on funding infrastructure improvements in partnership with the city of Ketchum and development of the First Street and Washington Avenue for deed restricted workforce housing.



Ketchum Urban Renewal Agency Fund

FY 2023-24 Highlights

Capital:	\$ 3,000,000
Owner Participation Agreements	\$ 210,000
Economic Development	\$ 20,000

FY 23/24 Proposed Revenue and Expenditures

			2021	9/30/2021	2022	9/30/2022	2023	2023	2024
			Budget	Actuals	Budget	Actuals	Budget	Projected	Proposed
	Revenue								
98-3100-1000		TAX INCREMENT REVENUE	\$ 1,650,000	\$ 1,860,533	\$ 1,750,000	\$ 2,094,919	\$ 2,101,905	\$ 2,101,905	\$ 2,228,091
98-3100-1050		PROPERTY TAX REPLACEMENT	\$ -	\$ 6,813	\$ -	\$ 13,626	\$ 6,813	\$ 12,000	\$ 12,000
98-3100-9000		PENALTY AND INTEREST ON TAXES	\$ 2,500	\$ 3,342	\$ 2,500	\$ 7,642	\$ 3,800	\$ 2,500	\$ 3,000
98-3700-2000		OTHER REVENUE (Rent)	\$ 38,500	\$ 116,390	\$ 36,000	\$ 36,000	\$ 36,000	\$ 36,000	\$ 36,000
98-3800-9000		FUND BALANCE	\$ 520,000	\$ -	\$ 1,078,883	\$ -	\$ 896,501	\$ -	\$ 1,772,715
		Total	\$ 2,211,000	\$ 1,987,078	\$ 2,867,383	\$ 2,152,187	\$ 3,045,019	\$ 2,152,405	\$ 4,051,806
	Expenditure								
98-4410-3100		OFFICE SUPPLIES AND POSTAGE	\$ 500	\$ 88	\$ 500	\$ 17	\$ 500	\$ 200	\$ 500
98-4410-4200		PROFESSIONAL SERVICES	\$ 56,000	\$ 94,589	\$ 66,000	\$ 91,355	\$ 70,000	\$ 120,000	\$ 120,000
98-4410-4400		ADVERTISING AND LEGAL PUBLICATION	\$ 1,000	\$ 339	\$ 1,000	\$ 54	\$ 1,000	\$ 500	\$ 1,000
98-4410-4600		LIABILITY INSURANCE	\$ 2,928	\$ 5,756	\$ 3,074	\$ -	\$ 3,074	\$ 3,000	\$ 3,000
98-4410-4800		DUES SUBSCRIPTIONS AND MEMBERS	\$ 1,500	\$ 2,600	\$ 2,600	\$ 2,600	\$ 2,600	\$ 2,600	\$ 2,600
98-4410-4900		PERSONNEL TRAINING/TRAVEL	\$ 2,000	\$ -	\$ 2,000	\$ 494	\$ 2,000	\$ 1,000	\$ 2,000
98-4410-5000		ADMINISTRATIVE EXPNS-CITY GEN FUND	\$ 32,869	\$ 32,869	\$ 34,547	\$ 24,216	\$ 43,790	\$ 43,000	\$ 25,000
98-4410-6100		REPAIR MAINT-MACHINERY & EQ	\$ -	\$ 509	\$ 500	\$ -	\$ 500	\$ 100	\$ 500
98-4410-8801		REIMBURSE CITY GENERAL FUND	\$ 84,001	\$ 75,000	\$ 75,184	\$ -	\$ 100,000	\$ 100,000	\$ 120,000
98-4410-8852		REIMBURSE IN-LIEU HOUSING FUND	\$ 90,000	\$ -	\$ -	\$ 143	\$ -	\$ -	\$ -
98-4410-9930		URA FUND OP CONTINGENCY	\$ 25,000	\$ -	\$ 15,000	\$ -	\$ 55,000	\$ -	\$ 25,000
		Sub Total	\$ 295,798	\$ 211,750	\$ 200,405	\$ 118,879	\$ 278,464	\$ 270,400	\$ 299,600
	Capital Improvements								
98-4410-7100		INFRASTRUCTURE PROJECTS	\$ 1,196,147	\$ 187,833	\$ 2,000,000	\$ 276,998	\$ 2,000,000	\$ 700,000	\$ 3,000,000
98-4410-7101		LIMELIGHT OPA	\$ 150,000	\$ -	\$ 150,000	\$ -	\$ 130,000	\$ -	\$ 130,000
98-4410-7103		MISCELLANEOUS OPA	\$ 10,000	\$ -	\$ 14,000	\$ 22,125	\$ 35,000	\$ 30,000	\$ 10,000
98-4410-7104		COMMUNITY LIBRARY OPA	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
98-4410-7110		ECONOMIC DEVELOPMENT PROJECTS	\$ 25,000	\$ 14,000	\$ 35,000	\$ -	\$ 25,000	\$ -	\$ -
98-4410-7112		311 FIRST STREET OPA	\$ -	\$ -	\$ 12,000	\$ -	\$ -	\$ -	\$ 10,000
98-4410-7900		DEPRECIATION EXPENSE	\$ -	\$ 15,885	\$ 16,000	\$ 15,885	\$ -	\$ -	\$ -
98-4410-7950		AMORTIZATION COSTS	\$ -	\$ 108,146	\$ 11,000	\$ 3,858	\$ -	\$ -	\$ -
		Sub Total	\$ 1,431,147	\$ 375,864	\$ 2,288,000	\$ 368,866	\$ 2,240,000	\$ 780,000	\$ 3,200,000

Materials and Services Detail FY 23/24



Description		FY 21/22 Actuals	FY 22/23 Budget	FY 23/24 Budget
Professional Services		\$91,355	\$70,000	\$120,000
	Attorney			
	Auditor			
	SVED			
	Misc. Services			
Dues, Subscriptions, Memberships		\$2,600	\$2,600	\$2,600
	Redevelopment Association of Idaho			
Personnel Training / Travel / Meetings		\$494	\$2,000	\$2,000

Capital Outlay FY 23/24



Description	FY 21/22 Actuals	FY 22/23 Budget	FY 23/24 Budget
Infrastructure Projects:	\$276,998	\$2,000,000	\$3,000,000

Staffing Analysis FY 23/24



Position	FY 21/22 Actual	FY 22/23 Projected	FY 23/24 Budget
Chairperson	1	1	1
Vice-Chair	1	1	1
Commissioners	5	5	5
Executive Director	0.30	1.0	1.0
Treasurer	0.10	0.10	0.10
Secretary	0.10	0.10	0.10
AP & Payroll	0.05	0.05	0.05
TOTAL	7.5	8.25	8.25