



***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 | <u>6,703.13</u> |

| Employee | Rate w/benefits | Hours | Amount | February Financial Statement |
|--------------------|--------------------|-------|----------|------------------------------------|
| Frick, Suzanne | 101.56 | 66 | 6,703.13 | 66 |
| 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
 Ketchum ID 83340
 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> |

| Item | Schedule A | Description | Bid Quant | Unit | Contract Unit Price | Total Contract Amount | Change Order Amount | Adjusted Quantity | Estimate | Previous Citys. | Previous Paid | Total Qty To Date | Citys This Period | Paid This Period | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|--|--|--|-----------|------|---------------------|-----------------------|---------------------|-------------------|----------|-----------------|---------------|-------------------|-------------------|------------------|---------------|--|--|--|--|--|--|--|------|--------|------|--|--|--------|---------------|---------------|----------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--------|------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| 1 | Saw Cut Asphalt | | 100 | LF | \$0.00 | \$ - | \$ - | 100 | 2.50 | 0.00 | \$ - | 0.00 | 0.00 | \$ - | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2 | Concrete Curb Removal & Reinstall | | 950 | LF | \$14.75 | \$ 14,012.50 | \$ - | 950 | 5.11 | 0.00 | \$ - | 716.00 | 716.00 | \$ 10,581.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3 | Paver Sidewalk Removal & Reinstall | | 1464 | SY | \$15.50 | \$ 22,685.11 | \$ - | 1,464 | - | 0.00 | \$ - | 922.00 | 922.00 | \$ 14,291.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4 | Saw Cut Concrete (Curb) | | 36 | LF | \$0.00 | \$ - | \$ - | 36 | - | 0.00 | \$ - | 0.00 | 0.00 | \$ - | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5 | 1/2" Aggregate Base (SI) - Haul, dispose | 1/2" TYPE 1; 202' 4" Depth for Pavers - Haul, dispose | 163 | CY | \$70.00 | \$ 11,383.21 | \$ - | 163 | 3.21 | 0.00 | \$ - | 101.44 | 101.44 | \$ 7,100.80 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6 | 1/2" Aggregate Base (SI) - Haul, place, compact | 1/2" TYPE 1; 202' 4" Depth for Pavers - Haul, place, compact | 153 | CY | \$85.00 | \$ 12,967.22 | \$ - | 153 | 7.22 | 0.00 | \$ - | 42.68 | 42.68 | \$ 3,627.80 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6 | 1/2" Aggregate Base (SI) - Haul, place, compact | 1/2" TYPE 1; 202' 4" Depth for Asphalt Approach - Haul, place, compact | 10 | CY | \$85.00 | \$ 855.25 | \$ - | 10 | 5.25 | 0.00 | \$ - | 0.00 | 0.00 | \$ - | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 7 | Diluted Emulsion Asphalt | Coat | 20 | GAL | \$0.00 | \$ - | \$ - | 20 | - | 0.00 | \$ - | 0.00 | 0.00 | \$ - | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 9 | Construct Concrete 6" Ve Curb, or Curb Transition | Rollled Curb and Gutter, Zero Renewal existing) (ISPMG SD-701) | 950 | LF | \$83.64 | \$ 79,458.00 | \$ - | 950 | 3.00 | 0.00 | \$ - | 358.00 | 358.00 | \$ 29,943.12 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 12 | Construct Typical Asphalt | ISPMG 800 CLASS II, 1/2" depth | 91 | SY | \$82.00 | \$ 7,425.96 | \$ - | 91 | 5.56 | 0.00 | \$ - | 0.00 | 0.00 | \$ - | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 13 | ADA Compliant Bureaucratic TUFFILE - Yellow or Plain | reflectable warning replacement - wet set | 60 | SF | \$172.20 | \$ 10,332.00 | \$ - | 60 | 2.00 | 0.00 | \$ - | 40.00 | 40.00 | \$ 6,888.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 14 | Install Belgard Catalina G sand | install 4th Street Paver - with 1" leveling | 1373 | SY | \$170.71 | \$ 234,384.83 | \$ - | 1,373 | 4.83 | 0.00 | \$ - | 388.00 | 388.00 | \$ 66,235.48 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 15 | Testing and Inspection (Contractor Pay and Cost) | | 1 | LS | \$8,640.00 | \$ 8,640.00 | \$ - | 1 | 2.00 | 0.00 | \$ - | 0.25 | 0.25 | \$ 2,160.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 16 | Traffic Control | | 1 | LS | \$10,000.00 | \$ 10,000.00 | \$ - | 1 | 3.00 | 0.00 | \$ - | 0.50 | 0.50 | \$ 5,000.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 17 | Mobilization | | 1 | LS | \$8,000.00 | \$ 8,000.00 | \$ - | 1 | 3.00 | 0.00 | \$ - | 0.50 | 0.50 | \$ 4,000.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <table border="0" style="width:100%"> <tr> <td style="text-align:right">Total to Date:</td> <td>\$ 149,800</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>3.68</td> <td>Total:</td> <td>\$ -</td> <td></td> <td></td> <td>Total:</td> <td>\$ 149,807.20</td> </tr> <tr> <td style="text-align:right">5% Retainage:</td> <td>\$ 7,490</td> <td></td> </tr> <tr> <td style="text-align:right">Total:</td> <td>\$ 142,310</td> <td></td> </tr> </table> | | | | | | | | | | | | | | Total to Date: | \$ 149,800 | | | | | | | | 3.68 | Total: | \$ - | | | Total: | \$ 149,807.20 | 5% Retainage: | \$ 7,490 | | | | | | | | | | | | | | | Total: | \$ 142,310 | | | | | | | | | | | | | | |
| Total to Date: | \$ 149,800 | | | | | | | | 3.68 | Total: | \$ - | | | Total: | \$ 149,807.20 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5% Retainage: | \$ 7,490 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Total: | \$ 142,310 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

Sch 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 | <u>80,158.19</u> |

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 Contract No. PO 23095
 Contractor: Canyon Excavation

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

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
 [Signature]

| 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 | \$ | 14,012.50 | | | 950 | \$ | 716.00 | \$ | 716.00 | \$ | 70.00 | \$ |
| 3 | Paver Sidewalk Removal and Disposal | 1463.56 | SY | \$ | 22,685.11 | | | 1,464 | \$ | 922.00 | \$ | 922.00 | \$ | 39.00 | \$ |
| 4 | Saw Cut Concrete (Curb) | 36.00 | LF | \$ | | | | 36 | \$ | 18.00 | \$ | 27.00 | \$ | 9.00 | \$ |
| 5 | 1/2" Aggregate Base (ISPCW 802, TYPE 1; 202) 4" Depth for Pavers - Haul, dispose | 162.62 | CY | \$ | 11,383.21 | | | 163 | \$ | 101.44 | \$ | 106.00 | \$ | 4.56 | \$ |
| 6 | 1/2" Aggregate Base (ISPCW 802, TYPE 1; 202) 4" Depth for Pavers - Haul, place, compact | 152.56 | CY | \$ | 12,967.22 | | | 153 | \$ | 42.68 | \$ | 106.00 | \$ | 63.32 | \$ |
| 7 | 1/2" Aggregate Base (ISPCW 802, TYPE 1; 202) 4" Depth for Asphalt Approach - Haul, place, compact | 10.06 | CY | \$ | 855.25 | | | 10 | \$ | 0.00 | \$ | 19.21 | \$ | 19.21 | \$ |
| 8 | 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) (ISPCW SD-7(1)) | 950.00 | LF | \$ | 79,458.00 | | | 950 | \$ | 358.00 | \$ | 786.00 | \$ | 428.00 | \$ |
| 12 | ISPCW 800 CLASS II, 1/2" gradation, PGS8-28 (ISPCW SD-7(1)B) | 90.56 | SY | \$ | 7,425.56 | | | 91 | \$ | 0.00 | \$ | 175.00 | \$ | 175.00 | \$ |
| 13 | ADA Compliant truncated dome detectable warning replacement - wet set TUFTILE - Yellow or Palina | 60 | SF | \$ | 10,332.00 | | | 60 | \$ | 40.00 | \$ | 88.00 | \$ | 48.00 | \$ |
| 14 | Install Belgard Catalina Grana Standard 4th Street Paver - with 1" leveling sand | 1373.00 | SY | \$ | 234,384.83 | | | 1,373 | \$ | 388.00 | \$ | 938.00 | \$ | 550.00 | \$ |
| 15 | Testing and Inspection (Contractor Pay and Coordinate) | 1.00 | LS | \$ | 8,640.00 | 0 | \$ | 1 | \$ | 0.25 | \$ | 0.50 | \$ | 0.25 | \$ |
| 16 | Traffic Control | 1.00 | LS | \$ | 10,000.00 | 0 | \$ | 1 | \$ | 0.50 | \$ | 0.50 | \$ | 0.00 | \$ |
| 17 | Mobilization | 1.00 | LS | \$ | 8,000.00 | 0 | \$ | 1 | \$ | 0.50 | \$ | 0.50 | \$ | 0.00 | \$ |
| Change Orders | | | | | | | | | | | | | | | |
| CO1 | Paver reset | 0.00 | SY | \$ | 4,118.82 | 36 | \$ | 36 | \$ | 0.00 | \$ | 36.13 | \$ | 36.13 | \$ |
| CO2 | SOD Repair (Low Square work) | | SF | \$ | | | | 0 | \$ | 0.00 | \$ | 0.00 | \$ | 0.00 | \$ |
| CO3 | Sundall and bollard post removal and disposal | | EA | \$ | 1,200.00 | 8 | \$ | 8 | \$ | 0.00 | \$ | 8.00 | \$ | 8.00 | \$ |
| Total: \$ 420,143.68 | | | | | | | | | | | | | | Total: \$ 149,807.20 | |
| Total to Date: \$ 318,561.29 | | | | | | | | | | | | | | Total: \$ 168,754.09 | |
| 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 |

PAGE 2

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

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 |

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
May 31, 2023
Invoice # 202700

| | | | | |
|---------|-----|------|--|---|
| | | | | contribution, 4th Street pavers, priorities for the budget, and support of City of Ketchum CIP. |
| 5/16/23 | RPA | .20 | | 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

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 |

Invoice

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

| |
|--|
| Bill To |
| Ketchum Urban Renewal Agency finance@ketchumidaho.org |

| |
|-------------------------------|
| Federal Tax ID: 26-1671669 |
|-------------------------------|

| |
|------------------------------|
| billing@ketchumcomputers.com |
|------------------------------|

| 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 Attorney Auditor SVED Misc. Services | \$91,355 | \$70,000 | \$120,000 |
| Dues, Subscriptions, Memberships Redevelopment Association of Idaho | \$2,600 | \$2,600 | \$2,600 |
| 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 |