



URBAN RENEWAL AGENCY

**Tuesday, January 18, 2022 at 2:00 PM
191 5th Street West, Ketchum, Idaho 83340**

PUBLIC PARTICIPATION INFORMATION

Public information on this meeting is posted outside City Hall.

We welcome you to watch Board Meetings via live stream.

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

If you would like to make Public Comment, please select the best option for your participation:

1. Join us live via Zoom as follows:

<https://ketchumidaho-org.zoom.us/j/88545199016>

Webinar ID: 885 4519 9016

2. Though you may join us at City Hall (*masks are required in the Community Meeting Room and seating has been arranged per the required social distance of 6' but may be limited*), due to the ongoing pandemic we strongly encourage and recommend participation through the Zoom link.

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:

1. Introduction of new KURA Member Gary Lipton.
2. ACTION: Election of Officers:
 - a. Chair
 - b. Vice Chair
 - c. Treasurer
 - d. Secretary

COMMUNICATIONS FROM THE BOARD OF COMMISSIONERS:

COMMUNICATIONS FROM THE PUBLIC:

CONSENT CALENDAR: (ALL ACTION ITEMS)

3. ACTION: Approval of Bills.
4. ACTION: Approval of Meeting Minutes.



ACTION ITEMS:

5. ACTION: Resolution 22-URA02 - approval of contract to reimburse the City for demolition of old City Hall.
6. ACTION: Update and consideration of attending the Special Joint Meeting of KURA, City Council, and Planning and Zoning Commission on January 31, 2022.

DISCUSSION ITEMS:

7. Update on Community Housing Action Plan.
8. Kick-off and Discussion with Agnew-Beck on scope of work for community outreach on the First Avenue and Washington Street KURA property.
9. Update on KURA Projects.

ADJOURNMENT:

Report Criteria:

Invoices with totals above \$0 included.
 Only 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			
ELAM & BURKE	194050	General Representation December 2021	1,671.75
98-4410-5000 ADMINISTRATIVE EXPNS-CITY GEN			
CITY OF KETCHUM	5399	REIMBURSE ADMIN COSTS DECEMBER 2021	1,050.88
98-4410-7104 COMMUNITY LIBRARY OPA			
COMMUNITY LIBRARY	FY 2022 CONT	CONTRACT #50023 KURA	50,000.00
Total URBAN RENEWAL EXPENDITURES:			52,722.63
Total URBAN RENEWAL AGENCY:			52,722.63
Grand Totals:			52,722.63



CITY OF KETCHUM

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

INVOICE

Date	Number	Page
01/11/2022	5399	1

Bill To: KETCHUM URBAL RENEWAL AGENCY

 KETCHUM ID 83340

Customer No. 410
Project: 491 E SUN VALLEY RD (VISITOR'S CENTER)
Terms: Due Upon Receipt
Invoice Due Date: 01/11/2022

Quantity	Description	Unit Price	Net Amount																									
1	DECEMBER FY2022 REIMBURSEMENT	1,050.88	1,050.88																									
	<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Employee</th> <th style="text-align: left;">Rate</th> <th style="text-align: left;">Hours</th> <th style="text-align: left;">December</th> <th></th> </tr> </thead> <tbody> <tr> <td>Frick, Suzanne</td> <td>85.44</td> <td>5</td> <td></td> <td>427.20</td> </tr> <tr> <td>Fenwick, Tara</td> <td>58.99</td> <td>6.5</td> <td></td> <td>383.44</td> </tr> <tr> <td>Rubel, Shellie</td> <td>60.06</td> <td>4</td> <td></td> <td>240.24</td> </tr> <tr> <td></td> <td></td> <td>Total</td> <td></td> <td>1,050.88</td> </tr> </tbody> </table>	Employee	Rate	Hours	December		Frick, Suzanne	85.44	5		427.20	Fenwick, Tara	58.99	6.5		383.44	Rubel, Shellie	60.06	4		240.24			Total		1,050.88		
Employee	Rate	Hours	December																									
Frick, Suzanne	85.44	5		427.20																								
Fenwick, Tara	58.99	6.5		383.44																								
Rubel, Shellie	60.06	4		240.24																								
		Total		1,050.88																								

Amount 1,050.88

Balance Due 1,050.88

Please remit payment to:
 City of Ketchum
 Post Office Box 2315
 Ketchum, Idaho 83340

98-4410-5000
 P

Report Criteria:
Activity/Activity code = 415003,417002

Employee Number	Name	Date	Reference Number	Task Number	Activity Code	Activity Description	Hours	Pay Code	Comments
FRICK, SUZANNE									
2600	FRICK, SUZANNE	12/22/2021	2	6	417002	URA ADMINISTRATION	2.00		
2600	FRICK, SUZANNE	12/30/2021	2	6	417002	URA ADMINISTRATION	3.00		
Total FRICK, SUZANNE:							5.00		
RUBEL, SHELLIE L									
1500	RUBEL, SHELLIE L	12/01/2021	3	1	415003	URA ADMINISTRATION	.50		
1500	RUBEL, SHELLIE L	12/09/2021	1	1	415003	URA ADMINISTRATION	2.00		
1500	RUBEL, SHELLIE L	12/15/2021	1	1	415003	URA ADMINISTRATION	1.00		
1500	RUBEL, SHELLIE L	12/16/2021	1	1	415003	URA ADMINISTRATION	1.00		
1500	RUBEL, SHELLIE L	12/20/2021	1	1	415003	URA ADMINISTRATION	2.00		
Total RUBEL, SHELLIE L:							6.50		
FENWICK, TARA									
1400	FENWICK, TARA	12/22/2021	2	6	417002	URA ADMINISTRATION	4.00		
Grand Totals:							15.50		



Meeting Minutes

Regular Meeting

Monday, December 20, 2021

2:00 PM

Ketchum City Hall

CALL TO ORDER:

Vice - Chair, Casey Dove called the meeting to order at 2:04 p.m. *(video 00:11:11)*

ROLL CALL:

Present

Chair, Ed Johnson *(absent)*

Vice-Chair, Casey Dove

Commissioner, Amanda Breen

Commissioner, Casey Burke

Commissioner, Susan Scovell

Commissioner, Jim Slanetz

Commissioner, Carson Palmer

Other Attendees:

Executive Director, Suzanne Frick

KURA Counsel, Ryan Armbruster *(via Zoom)*

Treasurer, Shellie Rubel *(via Zoom)*

Auditor, Dennis Brown *(via Zoom)*

Secretary, Tara Fenwick

COMMUNICATIONS FROM THE BOARD OF COMMISSIONERS:

Susan Scovell w/Casey Burke toured the new Fire Station. And she recommended the Board discuss public comment received from Perry Boyle.

COMMUNICATION FROM THE PUBLIC:

Vice-Chair, Casey Dove opened the meeting to the Public.

No public comment.

Vice-Chair, Casey Dove closed the meeting to the Public.



CONSENT CALENDAR: (ALL ACTION ITEMS)

Motion to approve bills. Commissioner, Amanda Breen, presented the motion, Commissioner, Carson Palmer, seconded the motion. The motion passed. All in favor.

Motion to approve meeting minutes, as commented on. Commissioner, Amanda Breen, presented the motion, Commissioner, Susan Scovell, seconded the motion. The motion passed. All in favor.

Motion to approve Resolution 22-URA01. Commissioner, Casey Burke, presented the motion, Commissioner, Carson Palmer, seconded the motion. The motion passed. All in favor.

Motion to approve Agreement #50075. Commissioner, Susan Scovell, presented the motion, Commissioner, Carson Palmer, seconded the motion. The motion passed. All in favor.

DISCUSSION ITEMS: (video 00:17:35)

Suzanne Frick, Director of Planning and Building, provided the Board with an update on KURA projects.

ACTION ITEMS: (video 00:20:30)

Motion to authorize the chair to sign the Representation Letter with Workman and Company for the FY 21 Audited Financial Statements. Commissioner, Amanda Breen, presented the motion, Commissioner, Jim Slanetz, seconded the motion. The motion passed. All in favor.

- Dennis Brown, Auditor, shared an Audit summary with the Board.
- Ryan Armbruster, KURA Counsel, provided the Board and staff direction on making the audit report available to the public and financial partners.

Motion to accept the FY 21 Financial Statement and authorize the Executive Director to file the FY 21 Audited Financial Statements with the appropriate offices. Commissioner, Carson Palmer, presented the motion, Commissioner, Jim Slanetz, seconded the motion. The motion passed. All in favor.

Suzanne Frick, Director of Planning and Building, provided the Board an overview of the request to fund the demolition of old City Hall.

Vice-Chair, Casey Dove opened the meeting to the Public.

Perry Boyle	Video start 00:44:25
Annie Corrock	Video start 00:48:30
Gwen Raney	Video start 00:52:30



Vice-Chair, Casey Dove closed the meeting to the Public.

Ryan Armbruster, Board Counsel, suggested a Resolution of approval be presented to the URA Board in January 2022.

Motion to fund demolition for old City Hall and deduct the monies from the pledged amount the URA has committed. Commissioner, Amanda Breen, presented the motion, Commissioner, Carson Palmer, seconded the motion. The motion passed. All in favor.

ADJOURNMENT:

Motion to adjourn. Commissioner, Amanda Breen presented the motion, Commissioner, Casey Dove seconded the motion. The motion passed. All in favor.

Ed Johnson, Chair

ATTEST:

Tara Fenwick, Secretary

**DEMOLITION, SALVAGE, AND ASBESTOS ABATEMENT PROJECT AGREEMENT
FOR THE OLD CITY HALL**

THIS DEMOLITION, SALVAGE, ASBESTOS ABATEMENT PROJECT AGREEMENT FOR THE OLD CITY HALL (the “Demolition Agreement”) is made and entered into this ____ day of _____, 2022, by and between the city of Ketchum, Idaho, a municipal corporation of the state of Idaho (the “City”), and the Urban Renewal Agency of the city of Ketchum, Idaho, also known as the Ketchum Urban Renewal Agency, an independent public body corporate and politic (the “Agency”), individually referred to as “Party” and collectively as the “Parties.”

RECITALS

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

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

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

WHEREAS, the 2010 Plan and the Project Area terminate November 15, 2030, recognizing the Agency shall receive its allocation of revenues in 2031, pursuant to Idaho Code § 50-2903(7) (the “Termination Date”). Many of the proposed improvements identified in the 2010 Plan have not been completed and continue to suffer from certain deteriorating conditions;

WHEREAS, the City has moved from the old City Hall building which building is now vacant;

WHEREAS, the City seeks the Agency’s funding for the demolition, salvage, asbestos abatement, and removal of the old City Hall building (the “Project”);

WHEREAS, the City has bid the Project and selected Elite Restoration, Inc. as the contractor for the Project and the total bid amounts for the costs of the demolition of the Project total approximately \$201,061.40;

WHEREAS, the Agency Board finds it in the best interests of the Agency to continue to enhance the development within the Project Area and in the best interests of the public to provide financial support for the Project;

WHEREAS, the Agency and City desire that the Project be completed in 2022, reflecting Agency funding for FY 2022;

WHEREAS, upon completion of the Project, the City intends to convey the old City Hall building site to a developer for development of an affordable work force housing project;

WHEREAS, the City has expressed its desire to complete the demolition of the old City Hall building and providing demolition management services for the Project;

WHEREAS, the City and the Agency hereby find and determine that this Demolition Agreement enables them to cooperate to their mutual advantage in a manner that will best accord with the needs and development of the City and the Agency;

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

WHEREAS, the City and Agency agree that the Agency's financial contribution shall be credited to the amount borrowed from the City from the in lieu of housing fees funds.

AGREEMENT

NOW, THEREFORE, in consideration of the provisions contained herein and the recital set forth above which are a material part of this Agreement, the parties agree as follows:

1. **Definitions.** As used in this Demolition Agreement, the following words, unless the context dictates otherwise, shall have the following meanings:

Act shall mean collectively the Idaho Urban Renewal Law of 1965, title 50, chapter 20, Idaho Code, as amended and supplemented and the Local Economic Development Act of 1988, title 50, chapter 29, Idaho Code as amended and supplemented.

Board shall mean the Board of Commissioners of the Agency as the same shall be duly and regularly constituted from time to time.

Contract shall mean the contract through which the general contractor is awarded the demolition of the Project.

Contractor shall mean the selected general contractor, Elite Restoration, Inc., awarded the demolition of the Project.

Project Demolition shall mean the demolition, salvage, and asbestos abatement of the old City Hall building at the Agency's expense, which demolition consists of the Project. The City and Agency shall determine the Agency's not-to-exceed obligation amount as described in Section 6.

2. **Recitals and Purpose.**

- a. The Parties agree that the foregoing recitals are not mere recitations but are covenants of the Parties, binding upon them as may be appropriate and a portion of the consideration for the agreements contained herein.
- b. The purpose of this Demolition Agreement is to provide for the definition of rights, obligations, and responsibilities of the Agency and City regarding project management services and funding reimbursement of the Demolition Agreement. The City shall serve as project manager as described below. This Demolition Agreement constitutes a joint agreement between the City and the Agency for the successful completion of the Project.

3. **City Services and Responsibilities.** City agrees to furnish its skill and judgment necessary to carry out the project administration for the Project. The obligations under this Demolition Agreement shall end thirty (30) days after final payment to the Contractor under the Contract has been paid. The Contract with the Contractor for the Project, shall be between the City and the selected Contractor. The City shall:

- a. Provide administration of the Project in compliance with generally accepted standards recognizing that the Project is a City project with the Agency providing financial reimbursement. City shall comply with all applicable statutory provisions, including, but not limited to, chapter 28, title 67, Idaho Code;
- b. Provide necessary project management and oversight to assure Contractor's timely progress and process all invoices and payment requests, verify Contractor's entitlement to all progress payments or other payments requested by Contractor;
- c. Receive and hold all certificates of insurance required by the Contract;
- d. Maintain all necessary records, documents, drawings, and other related documents normally maintained for a public works project; and
- e. Determine when the Project or a designated portion thereof is substantially complete, issue Certificates of Substantial Completion (if necessary), and determine when the work is ready for final inspection and final payment to the Contractor.

4. **Agency and City Obligations.** The purpose of this Demolition Agreement is to provide for the definition of rights, obligations, and responsibilities of the Agency and City regarding the Project.

5. **Effective Date.** This Demolition Agreement shall be effective upon execution of the Demolition Agreement by Agency's Chairman of the Board of Commissioners and the Mayor of the City.

6. **Reimbursement.** As consideration for the City services set forth above, the Agency shall pay for the costs of the Project. Such costs shall not exceed \$201,061.40.

In order to provide sufficient documentation to ensure compliance, the City shall provide the Agency with the following information and a final invoice upon substantial completion of the Project:

- a. requests for payment for billing invoices received from the Contractor for work related to the Project with sufficient documentation to ensure accuracy;
- b. certification by the City Public Works Director or designee that the costs incurred for demolition services are consistent with the scope of the Project.

Agency shall remit payment to City for all approved amounts within forty-five (45) days of Agency's receipt of the final invoice or payment request.

7. **Credit of Amount of Reimbursement to Housing Fees.**

In order to achieve certain property acquisitions, the Agency received from the City funds from its in lieu of housing fees, which Agency has used to purchase real property. The amount advanced by the City to the Agency totaled \$1,460,000.00. This arrangement was memorialized by the MOU between the City and Agency approved by Resolution No. 19-URA___ on August 19, 2019. The amount of reimbursement for the Project, \$201,061.40, shall be credited towards the repayment of the in lieu of housing fees.

8. **Insurance.**

- a. The City (either itself or the selected Contractor) shall purchase and maintain, for the benefit of the City and the Agency, insurance for protection from claims under the worker's compensation law of the state of Idaho arising from work performed on the Project; claims for damages because of bodily injury, including personal injury, sickness, disease, or death of any of the City's employees or of any person while working on the Project; claims for damages because of injury to or destruction or loss of use of tangible property as a result of work on the Project; and claims arising out of the performance of this Demolition Agreement and caused by negligent acts for which the City is legally liable. The terms and limits of liability shall be determined solely by the City, and nothing herein shall be construed as any waiver of any claim or defense by the City or the Agency premised upon any claim of sovereign immunity or arising from the Idaho

Tort Claims Act. The amount of insurance shall be in the amounts set forth in the Idaho Tort Claims Act.

- b. The City shall also purchase and maintain for the benefit of the City and Agency property damage insurance for any property damage to the Project or other property owned by the City.

9. **Indemnity.** Only to the extent permitted by Idaho law, the City shall defend, indemnify, and hold Agency and their respective officers, agents, and employees harmless from and against all liabilities, obligations, damages, penalties, claims, costs, charges, and expenses, including reasonable planning, engineering fees, and attorney fees (collectively referred to in this section as “Claim”), which may be imposed upon or incurred by or asserted against Agency or its respective officers, agents, and employees relating to the planning, design and engineering of the Project or otherwise arising out of this Demolition Agreement. In the event an action or proceeding is brought against Agency or their respective officers, agents, and employees by reason of any such Claim, City, upon written notice from Agency, shall, at City’s expense, resist or defend such action or proceeding.

Notwithstanding the foregoing, City shall have no obligation to indemnify and hold Agency and its respective officers, agents, and employees harmless from and against any matter to the extent it arises from the negligence or willful act of Agency or its respective officers, agents, or employees or from conduct resulting in an award of punitive damages against Agency.

10. **Amendment.** This entire Demolition Agreement may be amended at any time and from time to time by the mutual written consent of the City and the Agency.

11. **Severability.** In the event any provision of this Demolition Agreement shall be declared by a court of competent jurisdiction to be invalid, illegal, or unenforceable, the validity, legality, and enforceability of the remaining provisions shall not in any way be affected or impaired thereby.

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

To Agency:
Ed Johnson, Chair
Ketchum Urban Renewal Agency
P.O. Box 2315
Ketchum, ID 83340

To City:
City of Ketchum
P.O. Box 2315
Ketchum, ID 83340

13. **Non-Waiver.** Failure of either party to exercise any of the rights under this Demolition Agreement, or breach thereof, shall not be deemed to be a waiver of such right or a waiver of any subsequent breach.

14. **Choice of Law.** Any dispute under this Demolition Agreement, or related to this Demolition Agreement, shall be decided in accordance with the laws of the state of Idaho.

15. **Attorney Fees.** Should any litigation be commenced between the Parties hereto concerning this Demolition Agreement, the prevailing party shall be entitled, in addition to any other relief as may be granted, to costs and reasonable attorneys' fees as determined by a court or arbitrator of competent jurisdiction. This provision shall be deemed to be a separate contract between the Parties and shall survive any default, termination, or forfeiture of this Demolition Agreement.

16. **Authority to Execute.** Agency and City have been duly authorized and have full power and authority to execute this Demolition Agreement.

17. **Assignment.** It is expressly agreed and understood by the Parties hereto that City shall not have the right to assign, transfer, hypothecate, or sell any of its rights under this Demolition Agreement except upon the prior express written consent of Agency.

18. **Disputes.** In the event that a dispute arises between Agency and City regarding application or interpretation of any provision of this Demolition Agreement, the aggrieved party shall promptly notify the other party to this Demolition Agreement of the dispute within ten (10) days after such dispute arises. If the Parties shall have failed to resolve the dispute within thirty (30) days after delivery of such notice, each party shall have the right to pursue any rights or remedies it may have at law or in equity.

19. **Entire Agreement.** This Demolition Agreement, along with any and all exhibits attached hereto and incorporated herein by reference, contains and integrates all of the terms and conditions mentioned herein or incidental hereto and supersedes all negotiations or previous agreements between the parties with respect to all or any part of the Project.

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

CITY OF KETCHUM

By _____
Neil Bradshaw, Mayor

ATTEST:

City Clerk

KETCHUM URBAN RENEWAL AGENCY

By _____
Ed Johnson, Chairman

ATTEST:

Secretary
4893-7090-2281, v. 2

BY THE BOARD OF COMMISSIONERS OF THE URBAN RENEWAL AGENCY OF KETCHUM, IDAHO:

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE URBAN RENEWAL AGENCY OF KETCHUM, IDAHO, APPROVING THE DEMOLITION AGREEMENT BETWEEN THE CITY OF KETCHUM AND THE KETCHUM URBAN RENEWAL AGENCY; AUTHORIZING THE CHAIR OR VICE-CHAIR AND SECRETARY, RESPECTIVELY, TO EXECUTE AND ATTEST SAID DEMOLITION AGREEMENT SUBJECT TO CERTAIN CONDITIONS; AUTHORIZING THE CHAIR OR VICE-CHAIR AND SECRETARY TO EXECUTE ALL NECESSARY DOCUMENTS REQUIRED TO IMPLEMENT THE DEMOLITION AGREEMENT AND TO MAKE ANY NECESSARY TECHNICAL CHANGES TO THE DEMOLITION AGREEMENT SUBJECT TO CERTAIN CONDITIONS, INCLUDING SUBSTANTIVE CHANGES; AND PROVIDING AN AFFECTIVE DATE.

THIS RESOLUTION, made on the date hereinafter set forth by the Urban Renewal Agency of Ketchum, Idaho, also known as the Ketchum Urban Renewal Agency, an independent public body, corporate and politic, authorized under the authority of the Idaho Urban Renewal Law of 1965, Chapter 20, Title 50, Idaho Code, as amended (hereinafter the “Law”) and the Local Economic Development Act, Chapter 29, Title 50, Idaho Code, as amended (hereinafter the “Act”), a duly created and functioning urban renewal agency for Ketchum, Idaho, hereinafter referred to as the “Agency.”

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

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

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

WHEREAS, the 2010 Plan and the Project Area terminate November 15, 2030, recognizing the Agency shall receive its allocation of revenues in 2031, pursuant to Idaho Code § 50-2903(7) (the “Termination Date”). Many of the proposed improvements identified in the 2010 Plan have not been completed and continue to suffer from certain deteriorating conditions;

WHEREAS, the City has moved from the old City Hall building which building is now vacant;

WHEREAS, the City seeks the Agency's funding for the demolition, salvage, asbestos abatement, and removal of the old City Hall building (the "Project");

WHEREAS, the City has bid the Project and selected Elite Restoration, Inc. as the contractor for the Project and the total bid amounts for the costs of the demolition of the Project total approximately \$201,061.40;

WHEREAS, the Agency Board finds it in the best interests of the Agency to continue to enhance the development within the Project Area and in the best interests of the public to provide financial support for the Project;

WHEREAS, the Agency and City desire that the Project be completed in 2022, reflecting Agency funding for FY 2022;

WHEREAS, upon completion of the Project, the City intends to convey the old City Hall building site to a developer for development of an affordable work force housing project;

WHEREAS, the City has expressed its desire to complete the demolition of the old City Hall building and providing demolition management services for the Project;

WHEREAS, the City and the Agency hereby find and determine that this Demolition Agreement enables them to cooperate to their mutual advantage in a manner that will best accord with the needs and development of the City and the Agency;

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

WHEREAS, the City and Agency agree that the Agency's financial contribution shall be credited to the amount borrowed from the City from the in lieu of housing fees funds.

WHEREAS, Agency staff has reviewed the Demolition Agreement and recommends approval of the Demolition Agreement subject to certain conditions;

WHEREAS, the Board of Commissioners finds it in the best public interest to approve the Demolition Agreement and to authorize the Chair or Vice-Chair to execute and attest the Demolition Agreement, subject to certain conditions, and to execute all necessary documents to implement the transaction, subject to the conditions set forth below.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMBERS OF THE BOARD OF COMMISSIONERS OF THE KETCHUM URBAN RENEWAL AGENCY OF THE CITY OF KETCHUM, IDAHO, AS FOLLOWS:

Section 1: That the above statements are true and correct.

Section 2: That the Demolition Agreement, attached hereto as Exhibit A, is hereby incorporated herein and made a part hereof by reference and are hereby approved and accepted, recognizing technical changes or corrections which may be required prior to execution of the Demolition Agreement.

Section 3. That the Chair or Vice-Chair and Secretary of the Agency are hereby authorized to sign and enter into the Demolition Agreement and, further, are hereby authorized to execute all necessary documents required to implement the actions contemplated by the Demolition Agreement subject to representations by the Agency staff and Agency legal counsel that all conditions precedent to and any necessary technical changes to the Demolition Agreement or other documents are acceptable upon advice from the Agency's legal counsel that said changes are consistent with the provisions of the Demolition Agreement and the comments and discussions received at the January 18, 2022, Agency Board meeting, including any substantive changes discussed and approved at that meeting.

Section 4: That this Resolution shall be in full force and effect immediately upon its adoption and approval.

PASSED By the Urban Renewal Agency of Ketchum, Idaho, on January 18, 2022. Signed by the Chair of the Board of Commissioners and attested by the Secretary to the Board of Commissioners, on January 18, 2022.

URBAN RENEWAL AGENCY OF KETCHUM

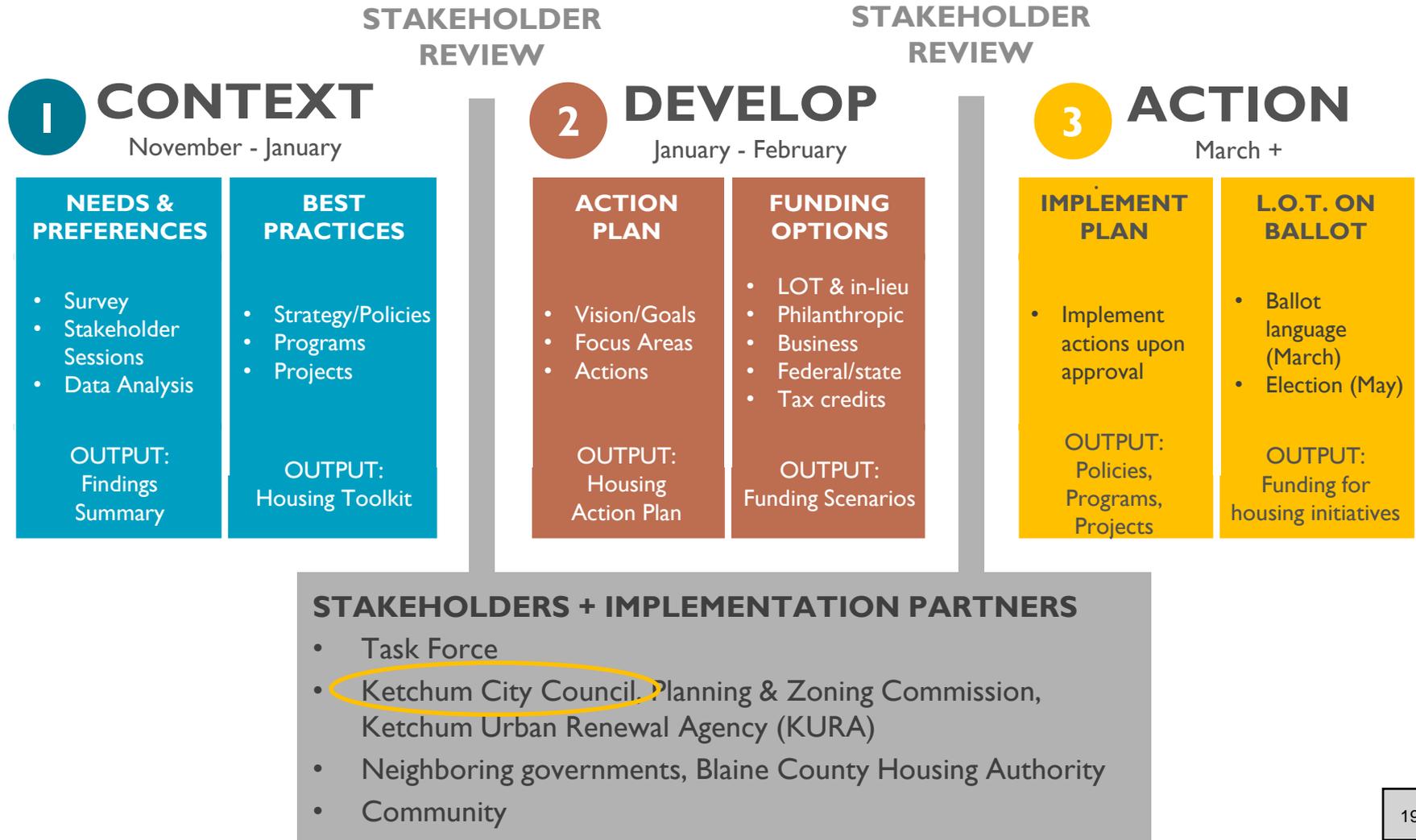
By _____
Ed Johnson, Chair

ATTEST:

By _____
Secretary

4817-2367-2992, v. 1

Housing Action Plan Stages





Ketchum Urban Renewal Agency

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

January 18, 2022

Chair and Commissioners
Ketchum Urban Renewal Agency
Ketchum, Idaho

Information for Kick-off and Discussion With Agnew Beck on Public Outreach for First Street and Washington Avenue KURA Property

Introduction/History

In November 2021, the KURA approved a contract with Agnew Beck to conduct public outreach for development of the KURA property at First Street and Washington Avenue. The scope of work is included in Attachment A. Instead of the scope of work commencing in October, the work will begin in January 2022.

The KURA work session will occur at the January 18, 2021, meeting. In preparation of the work session, the following agenda is provided so the Board can prepare for the discussion.

1. Introductions
2. Facilitated discussion and KURA Commissioners to gather feedback on:
 - How would Commission like to be involved and updated?
 - What is the spectrum of uses Commission would like to explore?
 - What do Commissioners see as the key “wins” or accomplishments we hope to achieve from this process?
 - Are there specific stakeholder groups we should work to hear from/engage with?
 - Anything else on your mind?
3. Recap of next steps and thank you

In addition to the information above, Agnew Beck will provide a brief summary of the community survey responses related to potential development of publicly owned properties, key issues identified in the Housing Action Plan data collection and confirmation the project scope and timeline are acceptable to the Board.

Ketchum Urban Renewal Agency Site Specific Outreach and Engagement <i>Submitted by Agnew::Beck September 13, 2021</i>		Principal		Data Analyst and Project Support		Total
Timeframe: October 2021 to March 2022		hours	rate	hours	rate	
Task 1: Project Initiation (Oct)		14	\$2,380	16	\$1,600	\$3,980
1A. Project Team Kick-Off		4	\$680	6	\$600	
1.B Virtual Work Session with KURA Commissioners		8	\$1,360	4	\$400	
1C. Conduct Stakeholder Analysis and Develop Engagement Plan		2	\$340	6	\$600	
Deliverables from Task 1: Stakeholder engagement plan; summary of KURA staff and Commissioners project goals and objectives; project management schedule and work plan						
Task 2: Project Research and Preliminary Findings (Oct-Dec)		32	\$5,440	50	\$5,000	\$10,440
2A. Key Informant Interviews		8	\$1,360	12	\$1,200	
2B. Review and Summarize Existing Site Conditions Information		6	\$1,020	12	\$1,200	
2C. Coordinate Community Survey Questions and Analysis		4	\$680	12	\$1,200	
2D. Key Findings		8	\$1,360	8	\$800	
2E. Share Preliminary Findings with KURA Commissioners and Staff/Project Team		6	\$1,020	6	\$600	
Deliverables from Task 2: Site considerations summary map; community survey and key informant findings; preliminary findings memo/presentation						
Task 3: Conduct Additional Community Outreach (Dec-Feb)		30	\$5,100	36	\$3,600	\$8,700
3A. Facilitate Community Workshops		30	\$5,100	36	\$3,600	
Deliverables from Task 3: Workshop materials and documentation						
Task 4: Summarize and Synthesize Community Preferences (Feb-Mar)		14	\$2,380	18	\$1,800	\$4,180
4A. Summarize and Share Findings		8	\$1,360	12	\$1,200	
4B. Share Final Findings with KURA Commissioners and Staff/Project Team		6	\$1,020	6	\$600	
Deliverables from Task 4: Summary boards/final findings						
Expenses *						\$1,750
TOTAL		90	\$ 15,300	120	\$ 12,000	\$ 29,050

EXCLUSIONS + TERMS

* Expense line includes Travel and Non-Travel Expenses. Travel Expenses estimate assumes up two (2) in-person visits by 1 or 2 people per visit. Visits are assumed to be 2 days/1 night. Costs include lodging, mileage and per diem, using current federal mileage and per diem rates. Other meetings will be held virtually. A::B strictly adheres to current CDC and local health authority health and safety guidance when planning for and participating in in-person meetings/events/gatherings. Non-Travel Expenses covers costs for use of equipment and services required in the normal performance of the contract. Costs for printing, mailing or otherwise distributing materials, or for paid advertising are not included in this budget and would be paid for directly by client, as needed.

Rights to final versions of all materials are transferred to the client upon conclusion of the project. A::B reserves the right to use any and all project materials for educational and marketing purposes. A::B reserves the rights to any draft or conceptual materials developed in the course of the project, or other materials specified in the terms of the contract.

A::B reserves the right to move budget between tasks, staff and subcontractors so long as costs do not exceed the total budget.

Proposed Schedule for KURA Funded Sidewalk and Design Work

2022 Sidewalk Infill Construction Q3-3, Q3-4, Q3-8, Q3-2, Q3-6	
Milestone	Date
Final Design Submittal	February 2022
Advertising	March 2022
Bid Opening	April 2022
Staff Report	May 2022
Council Approval	May 2022
Construction kickoff	June 2022

2nd Ave, 3rd Ave, 4th Ave Concept Development and Design	
Project Milestone	Date
RFQ	May 2022
Proposal Review/Selection	June 2022
Staff Report	July 2022
Design Kickoff	August 2022
Survey	September 2022
Concept Design	January 2023
Design Completion	June 2023

Missing Sidewalk Sections Design	
Project Milestone	Date
Identify New Sidewalk Segments by Preparing Sidewalk Inventory	May-July 2022
Sidewalk Location Selection	August 2022
Prepare and Issue RFP for Design	September 2022
Proposal Review/Selection	October 2022
Staff Report	November 2022
Design Kickoff	December 2022
Survey	May 2023
Design Completion/Bid Package Prepared	November 2023