



Ketchum Urban Renewal Agency

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

May 17, 2021

Chair and Commissioners
Ketchum Urban Renewal Agency
Ketchum, Idaho

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

Recommendation and Summary

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

Analysis

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

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

Requested Funding

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

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

Financial Requirement/Impact

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

Recommendation and Motion

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

Attachments:

- A: Funding Analysis
- B: Funding Application

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

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

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

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



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APPLICATION FOR PROJECTS REQUESTING FUNDING FROM THE KURA

Applicant and Project Information

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

Name of Project: Town Square Master Plan

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

Project Location: Town Square, downtown Ketchum

Date Submitted:

5.13.21

Estimated Date of Completion:

Application Submittal Requirements

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

Notes on Submittals

See staff report

Town Square

N/A

N/A

Projects Questions:

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

Yes: ☒

No: ☐

Section: _____ Page: 12

\$ N/A

Yes: ☐

No: ☒

Full Time: N/A Part Time: _____

\$ N/A

\$ \$50,000

Applicant's Signature

Date:

5/13/21

Property Owner's Signature (if different):

Date: