



Ketchum Urban Renewal Agency

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

November 18, 2024

Chair and Commissioners
Ketchum Urban Renewal Agency
Ketchum, Idaho

DISCUSSION ON OPERATION OF FIRST AND WASHINGTON PARKING LOT

Introduction/History

In June, the KURA voted to terminate the License for Access and Use Agreement with the City for temporary public parking at First and Washington (Attachment A). At that time, the Board provided direction the lot should remain available for public parking until the First + Washington project commences construction. Members of the Board have requested a discussion on the operation of the parking lot. No direction was given regarding the operation of the lot.

No action is requested at this time. Staff recommends the board discuss the options and provide input to staff. Staff will consult with the city and stakeholders and return to the Board for final action in January, depending on the Board’s discussion.

Background

Prior to the Main Street Rehabilitation Project taking place in spring/summer 2024, since 2018 the First and Washington lot was a paid parking lot with the following rate structure:

WASHINGTON LOT

	Peak	Off-Peak
Dates	June 15 - September 15 December 15 - March 15	September 16 - December 14 March 16 - June 14
Hourly Rate	\$0.50 (12am - 4pm) \$1.50 (4pm - 12am)	\$0.25 (12am - 4pm) \$0.75 (4pm - 12am)
Monthly Permit	\$120	\$60
Notes	First 3 Hours Free	First 3 Hours Free

The lot was also used for overnight winter parking without a fee. The primary purpose of the lot was to accommodate short-term parking for retail and restaurant customers with limited long-term parking. Sixty percent (60%) of the lot was designated for short-term customer parking and forty percent (40%) was designated for long-term permit parking. No overnight parking was permitted except during winter as part of the winter parking program. Very few long-term parking permits were issued because there was free unrestricted parking on the surrounding streets for long-term parking.

To mitigate the construction impacts of the Main Street rehabilitation project, the city allowed free parking and overnight parking during the summer in the lot. The lot was primarily used by long-term parkers consisting of construction workers, employees of surrounding businesses and overnight guests of the Limelight Hotel. Complaints were received that short-term customer parking within the lot was no longer readily available due to the concentration and utilization of the long-term employee, construction, and hotel guests. Long term parkers shifted from surrounding streets and into the lot. Unrestricted street parking was available adjacent to the lot, however, the lot was more convenient location for all day parkers.

Options for Consideration

Board members have requested a discussion on the operation of lot. The following operational options are presented for discussion:

- Maintain the current free parking for both short term and long-term parking within the lot
- Maintain free parking during the day but limit parking to 2-3 hours. After 6:00 PM long term parking is permitted.
- Revert back to the paid parking operation in existence since 2018
- Identify the majority of the parking spaces for free short term 2–3-hour parking and issue paid or free parking permits for daytime long-term parking.
- Prohibit overnight parking except during the winter as part of the winter parking program

Attachment A



Ketchum Urban Renewal Agency

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

June 24, 2024

Chair and Commissioners
Ketchum Urban Renewal Agency
Ketchum, Idaho

DIRECTION TO STAFF ON NOTICE TO TERMINATE LICENSE FOR ACCESS AND USE AGREEMENT FOR TEMPORARY PARKING AT FIRST AND WASHINGTON

Introduction/History

In August 2018, the KURA and city of Ketchum entered into a License for Access and Use Agreement for the First and Washinton property for use as temporary public parking. The Agreement was amended in 2019 to reduce the annual rent from \$48,000/yr. to \$36,000/yr. The city has been paying KURA the annual rent since 2019. Attachment A is the current Agreement.

Section 5 of the Agreement sets forth the renewal terms for the Agreement. The Agreement is renewed annually beginning October 1st provided the city budgets the funding for rent and provides documentation to KURA. In order to terminate the Agreement, the KURA must provide notice to the city. Staff is requesting action from the board to terminate the Agreement since the site will undergo changes beginning fall of 2024.

It is anticipated Idaho Power will begin work to relocate equipment and underground the alley power lines in fall of this year, 2024. Construction of the First + Washinton project is expected to begin in summer 2025. It is likely the parking lot will be modified as a result of the Idaho Power work, and once the project construction begins, the site will not be available for public parking. All efforts will be made to provide public parking until project construction begins.

KURA Action

Per the terms of the Agreement, staff recommends the KURA provide notice to the city that the License for Access and Use Agreement will be terminated as of October 1, 2024. That does not mean public parking will no longer be allowed at the site. The notice is a formality to regain KURA access and control of the site for Idaho Power work and, for project construction. Staff will work with the city to continue public parking for as long as possible. The city will no longer pay rent to KURA.

Financial Requirement/Impact

With the termination of the Agreement, the city will no longer pay rent to the KURA. The FY25 KURA budget reflects the reduction in rent revenue.

Recommendation and Motion

The following motion is recommended:

“I move to direct staff to provide notice to the city terminating the License for Access and Use Agreement for the First and Washington property as of October 1, 2024 and direct staff to make all efforts to continue public parking until project construction begins.”

Attachment A: 2019 License for Access and Use Agreement

**LICENSE FOR ACCESS AND USE
OF PROPERTY FOR PARKING**

This License Agreement (“Agreement”) is entered into between the City of Ketchum, a municipal corporation duly organized and existing under the laws of the State of Idaho § 50-101 et seq. (hereinafter “City”) and the Ketchum Urban Renewal Agency, a public body politic and corporate of the State of Idaho, exercising governmental functions and powers and organized and existing under the Idaho Urban Renewal Law of the State of Idaho, title 50, chapter 20, Idaho Code, and the Local Economic Development Act, title 50, chapter 29, Idaho Code, with offices located at 480 East Ave. N, Ketchum, ID 83340 (hereinafter “Agency”). City and Agency may be referred to collectively as the “Parties”.

WITNESSETH:

- A. Agency is the owner of that certain parcel of real property located at 211 E 1st Street, Ketchum, ID 83340, with a legal description of Lots 5, 6, 7, 8 of Block 18, Ketchum Townsite, and depicted on attached **Exhibit A** (the “Property”).
- B. City has constructed a parking lot on the property.
- C. City desires to obtain a license for the use of the Property to operate and maintain the parking spaces constructed on the Property.
- D. Agency finds it in the best interest of the public to grant an-exclusive license to City to accommodate these temporary uses while the Property is being held for further development for the purposes described herein and subject to the limitations set forth below, because it will promote the development of Ketchum.

NOW, THEREFORE, Agency and City have agreed that City may enter upon the Property for the term and for the uses, and on the terms and conditions hereinafter set forth, and Agency does hereby grant to City, an exclusive license over, upon and across the Property for the purposes, period and uses described below.

In mutual exchange for the promises and covenants made herein, Agency issues an exclusive license to City on the following terms:

- 1. Definitions.
 - a. “Capital Costs of Parking Facility” shall mean the capital costs related to the design, engineering, and construction of the parking facility located on the Property and any parking equipment such as gates, barriers, ticket dispensers on or near the Property to support the use of the Property by cars and light trucks for parking, and repairs and ongoing maintenance, repair or replacement of the parking equipment and Property as may be reasonably necessary.

b. "Term" shall mean collectively the Initial Term and any Renewal Terms.

2. License for Parking Lot and Maintenance. A continuing license is hereby granted by the Agency to the City for installation, maintenance, repair and replacement of a parking lot and Capital Costs of Parking Facility, operation of a public parking lot on the Property, and general maintenance of the Property. This license may be extended to such design professionals and contractors and their agents, employees, subcontractors and consultants as determined by City to facilitate, continue and complete Capital Costs of Parking Facility as it may be necessary from time to time. City shall be responsible for paying the costs of Capital Costs of Parking Facility.

3. License for Use as Temporary Parking. A license for access to and use of the Property for parking purposes is hereby granted on condition that parking be used for public purposes. This License is personal to City and solely for the benefit of City and its patrons and shall not be deemed to run with the land or in any other way create a perpetual interest in City or any successors of City.

4. Initial Term. This License shall commence upon the signature of all parties (last date signed), and end September 30, 2018.

5. Renewal Terms. The City may, solely at its option, and when and if it duly budgets and appropriates funds therefore from revenues legally available to it for the ensuing fiscal year, renew this License for additional annual Renewal Terms. Each annual renewal of this License (a "Renewal Term") shall be deemed exercised by the City upon the adoption by September 15 of any year, of a budget of the ensuing fiscal year, duly budgeting and appropriating the amount of money required to make the License Payments and all other payments payable by the City under the License. Within ten (10) days following the adoption of a budget duly budgeting and appropriating said funds of the ensuing year, City shall deliver to the Agency a written statement certifying that it has duly budgeted and appropriated said funds for the ensuing year, which written statement shall be accompanied by a copy of the budget so adopted and a certified copy of the resolution or other official action of the City's governing body adopting said budget and appropriating said funds. The due appropriation of funds as aforesaid shall constitute a valid and enforceable obligation of the City for the payment of such funds for the purposes provided herein, and shall not be subject to abatement for any cause. Each Renewal Term shall commence on October 1 of the fiscal year following adoption of the budget as provided hereinabove and shall terminate on September 30 of the following calendar year. For any Renewal Term commencing on October 1, 2019, or thereafter, the Agency may, at its discretion, notify the City in writing, no later than June 1, of its decision not to renew the License.

6. License Payments/Parking Revenues. City agrees to pay an annual License Payment in the amount of Thirty-six Thousand Dollars (\$36,000), which shall be payable in monthly installments. For any Renewal Term commencing on October 1, 2020, the license payment shall be as mutually acceptable to the City and Agency. If the City and Agency cannot reach such

agreement, this license shall terminate. All revenues from use of the Property by City shall belong to City during the Term.

7. Maintenance. City shall at all times and at its sole expense maintain the Property in a safe, neat, and clean fashion, free of weeds, trash, debris, and snow. City further agrees to keep and maintain all improvements located upon said Property in a good state of repair and as good or better condition as when City entered the Property, ordinary wear and tear excepted.

8. Insurance. City shall, at its own expense, maintain a policy or policies of comprehensive general liability insurance with respect to City's use of the Property. Said insurance shall be written on an occurrence form and shall provide minimum protection of not less than \$2,000,000 combined single limit coverage of bodily injury, property damage or combination thereof. The City shall provide the Agency a Certificate of Insurance verifying insurance coverage.

9. Restoration of Property After Termination. After the Initial Term of this License and any Renewal Terms expire, City shall within 30 days deliver the Property, including any improvements thereon, to Agency in an "as is" condition. City may remove Parking Equipment in its discretion.

10. Signage and Detour. The City is solely responsible for placing signage that warns the public of the temporary construction activities on the Property and detouring users away from the Property during any such period of construction.

11. Binding Effect. The terms of this License are binding on Agency, its successors and assigns and the City, and its successor and assigns.

12. Interpretation/Severability. If any clause, provisions, subparagraph, or paragraph set forth in this License is illegal, invalid, or unenforceable under present or future applicable laws, it is the intention of Agency and the City that the remainder of this License shall not be affected thereby.

13. Choice of Law. The terms and provisions contained in this License shall be governed and construed in accordance with the laws of the State of Idaho.

14. Attorney's Fees and Costs. In any suit, action or appeal therefrom to enforce, revoke or interpret this License, the prevailing party shall be entitled to recover its costs incurred therein, including reasonable attorneys' fees.

15. Complete Agreement. This License embodies the complete agreement between Agency and the City. This License cannot be modified, altered, amended, or terminated except by the written agreement of both Agency and City.

16. Permits. If any proposed reconstruction, relocation or maintenance of the uses contemplated by this License requires City to obtain land use, building, or other permits, City shall first obtain such permit before commencing such work, pay the required fees, and otherwise comply with the conditions set forth therein.

17. No Costs to Agency. Any and all costs and expenses associated with the City's ongoing use of the Property, or the repair and maintenance thereof, shall be at the sole cost and expense of the City.

18. Compliance with Law; Waste and Nuisances Prohibited. In connection with the City's use of the Property, the City covenants and agrees to:


- a. Comply with and observe in all respects any and all federal, state and local statutes, ordinances, policies, rules and regulations, including, without limitation, those relating to traffic and pedestrian safety, and/or to the presence, use, generation, release, discharge, storage or disposal in, on or under the Property of any Hazardous materials (defined as any substance or material defined or designated as hazardous or toxic waste, material or substance, or other similar term, by any federal, state, or local environmental statute, regulation or occurrence presently in effect or that may be promulgated in the future);
- b. Obtain any and all permits and approvals required by any other unit of government; and
- c. Commit no waste or allow any nuisance on the Property.
- d. The City covenants and agrees to indemnify and hold Agency harmless from and against any and all claims, demands, damages license, liabilities and expenses (including, without limitation, reasonable attorneys' fees) arising directly or indirectly from or in any way connected with the breach of these covenants.

19. Authority. Agency and the City represent to the other that such party has full power and authority to execute, deliver and perform this License, that the individuals executing this License on behalf of said party have been and are fully empowered and authorized by all requisite action to do so; and this License constitutes a valid and legally binding obligation of said party enforceable against such party in accordance with this License.

20. Effective Date: This Agreement shall be effective as of the date it is signed and executed by Agency.

21st IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto on the
day of October, 2019.

CITY



By: Neil Bradshaw

Its: Mayor

Date: 10/21/19

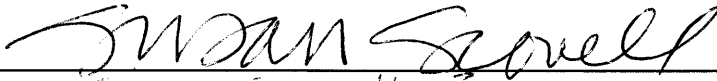
ATTEST:



By: Robin Crotty

Its: Secretary

AGENCY

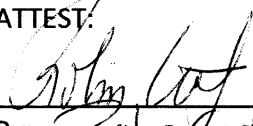


By: Susan Scovell

Its: Chair

Date: 10/21/19

ATTEST:



By: Robin Crotty

Its: Secretary

Exhibit A

