



MEETING MINUTES

February 13, 2017

The Urban Renewal Agency held its regular monthly meeting at 12:00 p.m. this date in the Twin Falls City Council Chambers located at 305 3rd Avenue East, Twin Falls.

Present:

Dan Brizee	URA Chairman
Dexter Ball	URA Vice Chairman
Perri Gardner	URA Member
Bob Richards	URA Member
Gary Garnand	URA Member
Brad Wills	URA Member

Absent:

Neil Christensen, URA Secretary

Also present:

Nathan Murray	URA Executive Director
Jesse Schuerman	URA Engineer
Lorrie Bauer	URA Recording Secretary
Brent Hyatt	City Assistant Finance Officer
Fritz Wonderlich	City Attorney
Meghan Conrad	URA Attorney
Mitch Humble	City Deputy City Manager
Ruth Pierce	City Council Liaison
Don Hall	County Commissioner
Phil Kushlan	Consultant
Chris Talkington	City Council Member
Scott Hunsaker	Mahlke Hunsaker & Co.

Chairman Brizee called the meeting to order at 12:02 p.m.

Consideration of Amendments to the Agenda: Agenda Item 5 contains two separate resolutions, 2017-02 and 2017-03 in which two separate motions are required.

Agenda Item 1 - Consent Agenda: a) Request to approve the January 9, 2017 meeting minutes; b) Request to approve the February 3, 2017 special meeting minutes; and c) Request to approve the Accounts Payable for February 2017.

Bob Richards moved to approve Consent Agenda A and B as submitted and Gary Garnand seconded the motion. Roll call vote showed that all board members present voted in favor of the motion. Mr. Richards asked for clarification of Item C, Accounts Payable (February check list). The check list was named as a separate item rather than included with the financial statement as in the past. Going forward the financial statement and accounts payable will be listed separately as part of the consent agenda. Bob Richards moved to approve Item C of the Consent Agenda and Gary Garnand seconded the motion. Roll call vote showed that all board members present voted in favor of the motion.

Agenda Item 2 - Presentation of the FY2016 Audited Financial Statements by Scott Hunsaker of Mahlke Hunsaker & Co.

Mr. Hunsaker explained the different parts of the audit. He reported an unqualified opinion was issued due to no issues and very well kept books. He claimed the TFURA was one of the more interesting audits they complete because of the dramatic swings and many changes from year to year due to the many project activities. It was noted that the General Fund has no source of revenue so a transfer from other areas is required to cover the fund. Chairman Brizee reminded the board that discussions regarding the C3 parking issue will need to begin soon. Gary Garnand moved to accept the audited financial statement for FY2016 as presented and Bob Richards seconded the motion. Roll call vote showed that all board members present voted in favor of the motion. The URA is a component unit of the City and this audit is combined into the City's financial statements.

Agenda Item 3 - Presentation of the 2016 Annual Report by Nathan Murray.

Nathan reminded the board that the report is required for our notification to the City, as was the Audit. The report highlights activities within the community in which the URA has taken part. He shared that this past year was very busy and the numerous projects should aid in the growth of assessed values in the future. Chairman Brizee asked for public comment; none received.

Agenda Item 4 - Consideration of a request to approve Resolution #2017-1 authorizing the filing of the 2016 Annual Report as submitted by Nathan Murray.

Once approved, the Annual Report will be presented to the City Council, filed with the City Clerk, and a notice of its availability will be published in the local paper. Dexter Ball motioned to accept the 2016 Annual Report. Perri Gardner seconded the motion. Roll call vote showed that all board members present voted in favor of the motion.

Agenda Item 5 - Consideration of requests to approve a Master Licensing Agreement for right-of-way work, and an agreement for 'Vault Removal' at 144 and 148 Main Avenue East, related to the Main Avenue Reconstruction Project by Nathan Murray and Meghan Conrad

Chairman Brizee corrected "Main Avenue East" to "Main Avenue South". He also reminded everyone that two separate motions are required for Resolutions 2017-02 and 2017-03.

Nathan stated the Master License Agreement gives the Agency permission to do the necessary work within the City's right-of-way (Resolution 2017-03). Brad Wills moved to approve the Master License Agreement as stated and Bob Richards seconded the motion. Roll call vote showed that all board members present voted in favor of the motion.

Nathan stated the License Agreement is for work connected to filling in the basement at 144 and 148 Main Avenue South (Resolution 2017-02). Ms. Conrad clarified that vault removal will be the process of filling the hole located under the sidewalk of the subject property (aka Vault Elimination). She further explained Resolution 2017-02 is for a license agreement with Mr. Crowley that provides access to his property to do the work. Bob Richards moved to approve the License Agreement with Robert Crowley and Gary Garnand seconded the motion. Roll call vote showed that all board members present voted in favor of the motion.

Agenda Item 6 - Presentation of the City of Twin Falls Strategic Plan Update by Phil Kushlan

Mr. Kushlan talked about researching updates to the 2013 adopted Community Strategic Plan to guide the City in decision making through 2030. A periodic review is currently underway and additional input is being sought from individuals and groups. A summary of the Plan, including the 2030 vision and goals, was included with the packet. Phil asked the board to review the plan and share their thoughts and/or suggest any changes, either individually or as a board; however, there was no obligation to reply.

Chairman Brizee asked to put a discussion item on the March agenda. Subjects of conversation include the need for a transportation plan, housing, workforce, and others. The board members were encouraged to forward their thoughts to Mr. Kushlan.

Agenda Item 7 - Discussion regarding a Property Management Policy with regard to Acquisition, Retention, and Disposition of Real Property by Phil Kushlan.

Chairman Brizee stated he believes the Agency needs a policy. Phil briefly shared the laws/statutes and what they meant for the Agency and how a policy would be a benefit. He suggested the board decide what their view of property acquisition, disposition, and ownership means to them. He suggested the Agency formalize a policy for property management and introduced a policy he drafted that was a part of the board packet. There was a brief conversation and a few suggestions. Future discussions will be essential to create this type of policy.

Agenda Item 8 - Public input and/or items from the Urban Renewal Agency Board or staff.

Chris Talkington, speaking as a Council member and Citizen, praised the URA Board for providing exemplary leadership and quality within the State. He shared information regarding House Bill 116 that is currently being debated and discouraged support of the bill. Meghan Conrad added more information about Bill 116 in the current legislation session and current urban renewal rules. Discussion resulted in a recommendation to send a statement to the legislators from the board regarding economic development/urban renewal importance.

Nathan Murray shared that he visited all the business owners along the Main Street project area and gave them the construction schedule. He felt there was a desire to get the project going. The tree removal begins Friday, the 17th. He forwarded a comment that there may be a need to add agreements for other possible vaults, coal shoots, etc. that may be found as the project progresses. The GMP from Guho will be discussed during the March meeting.

An evening public meeting was suggested to offer the community an update of the downtown renovation project. A "kick-off" type of event will be discussed and ideas will be communicated.

The plans for the plaza are due and once they are received, they will be reviewed and prepared to go out for bid. Future updates will be forthcoming.

Agenda Item 9 - Adjourn.

The meeting adjourned at 1:25 pm.

Next regular meeting: Monday, March 13, 2017 @ 12:00 pm.

Respectfully submitted,



Lorrie Bauer
Recording Secretary