



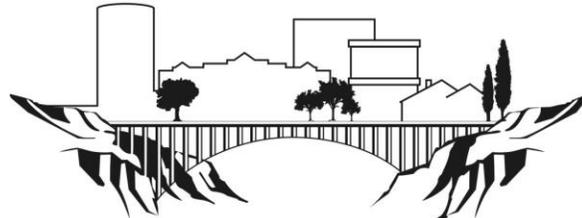
AGENDA
Regular Meeting of the City of Twin Falls
Urban Renewal Agency Board
305 3rd Avenue East, Twin Falls, Idaho
City Council Chambers
Monday, May 12, 2014 at 12:00 pm.

URBAN RENEWAL AGENCY BOARD MEMBERS:

Dexter Ball Cindy Bond Dan Brizee Neil Christensen Perri Gardner Leon Smith Sarah Taylor
Secretary **Chairman** **Vice-Chairman**

1. Call meeting to order.
2. Consent Agenda:
 - a. Review and approval of minutes from the April 14, 2014 Regular Meeting and the April 25, 2014 Special Meeting.
 - b. Review and approval of May 2014 financial reports.
3. Consideration of a request to appoint board members to the FY 2015 budget committee.
4. Update of Clif Bar planning/construction efforts.
5. Update of Downtown Revitalization Project. (see staff report)
6. Public input and/or items from the Urban Renewal Agency Board or staff.
7. Adjournment: Executive Session 67-2345(1) (c) To conduct deliberations concerning labor negotiations or to acquire an interest in real property which is not owned by a public agency.
8. Adjourn. Next regular meeting: **Monday, June 9, 2014 @ 12:00 pm**

****Any person(s) needing special accommodations to participate in the above noticed meeting should contact Lorrie Bauer at (208) 735-7313 at least two days before the meeting. Si desea esta información en español, llame Leila Sanchez al (208)735-7287.***



**THE URBAN RENEWAL AGENCY
OF THE CITY OF TWIN FALLS**

MEETING MINUTES
April 14, 2014

The Urban Renewal Agency held its regular meeting at 12 noon this date in the Twin Falls City Council Chambers located at 305 3rd Avenue East, Twin Falls. Those present were:

Cindy Bond	URA Chair
Leon Smith	URA Vice-Chair
Dexter Ball	URA Secretary
Perri Gardner	URA Member
Neil Christensen	URA Member
Dan Brizee	URA Member
Sarah Taylor	URA Member

Also present:

Melinda Anderson	Urban Renewal Executive Director
Mitch Humble	City of Twin Falls Community Development Director
Brent Hyatt	City of Twin Falls Assistant Finance Officer
Dennis Bowyer	City of Twin Falls Parks and Recreation Director
Renee Carraway	Twin Falls City Zoning & Development Manager
Lorrie Bauer	City of Twin Falls Administrative Assistant
Katy Touchette	City of Twin Falls Executive Assistant

Agenda Item 1: Call meeting to order.

Cindy Bond called the meeting to order at 12:00 p.m.

Agenda Item 2: Consent Agenda - Review and approval of minutes from the February 10, 2014 regular meeting and the April 7, 2014 special meeting and review and approval of March and April 2014 financial reports.

Leon Smith made a motion to approve the consent agenda as presented and Dexter Ball seconded. Roll call vote showed that all board members voted in favor of the motion.

Agenda Item 3: Presentation by Scott Hunsaker of Mahlke Hunsaker & Company PLLC of TFURA's audited financial statements for FY 2013.

Scott Hunsaker handed to the board a copy of the audit report dated 9/30/13. He explained the audit process went very well. It is a standard report and an unqualified opinion that was completed in February 2014. Scott indicated that the audit showed no problems with the financial controls or money management. The URA is a component unit of the City and this audit is combined into the City's financial statements. This was simply a presentation to the board, and no motion was needed.

Agenda Item 4: To hear suggestions and input from Alan Horner and Jeff Williams about the importance of proposed downtown improvement project.

Cindy Bond welcomed Jeff Williams, Glanbia, and Alan Horner, First Federal, and expressed her appreciation for their attendance. Jeff and Alan, on behalf of a local group of interested businesses and community leaders that have discussed downtown issues, announced their excitement to be involved in the downtown improvement that the URA and City Council have taken ownership of and are financially committed to. Suggestions of the group include focus groups of stakeholders/citizens (especially folks from age 20 to 40) to get input from the community for ideas and what they would like to see, to use previously prepared plans as the core to develop the new plan, and utilizing the money available along with public/private partnerships and/or grants to create a vibrant/successful downtown area. Jeff mentioned that similar to the investment that both Glanbia and First Federal are making in downtown, the City should follow suit with a new City Hall. As employers are always concerned about recruiting and keeping the best talent, a vibrant downtown makes it easier for them to do so. Alan also mentioned that a downtown master plan by the City/URA is critical so that future boards and councils continue to follow it. A booklet of other cities' downtown areas was handed to the board members for visual reference.

Curtis Eaton, speaking as a citizen of Twin Falls, stated that the URA and City are making a 75 year decision and he suggested engaging a disinterested facilitator, one who is precluded from being involved in the design and development.

Tom Ashenbrenner, owner of Rudy's: A Cook's Paradise, stated the timing is now for the downtown redevelopment and he is interested in helping to create a sense of place downtown for the community.

Scott McNeely, owner of Donnelley Sports, expressed his interest and willingness to help.

Cindy Bond and Leon Smith both thanked the community members for coming forward, for their interest, and for being willing to participate in the downtown redevelopment process.

Agenda Item 5: Consideration of a request to reimburse the City to hire an engineer who would be responsible for TFURA projects.

Melinda Anderson reported she's been working with Jackie Fields, Travis Rothweiler and Sue Harris (City's HR Director) and they have concluded the City is in need of a full-time engineer (regular position) that would work 100% on URA projects. The first-year fully burdened salary & benefits are estimated to be approximately \$84,000 which would fluctuate in years to come. An estimated time frame until hire is 2-3 months. Board members had questions regarding salary, budget, funding, and URA's engineering needs. After discussion, Leon Smith made a motion to approve \$80,000-\$90,000 reimbursement with a one-year commitment as presented, on-going per yearly review and Cindy Bond added that the intention of the Board is to continue to pay this. Perri Gardner seconded the motion. Roll call vote showed that all board members voted in favor of the motion.

Agenda Item 6: Consideration of a request to review and approve the Response to TFURA's Request for Proposal regarding the TFURA-owned warehouse at 242 2nd Ave South and adjoining parking lot.

Melinda explained the regulatory process that had led us to today's request and introduced TSJTF and Fisher's Technology, responders to the proposal request. Chris Taylor, CFO of Fishers Technology and a member of TSJTF, gave a brief history of his business and explained their proposal. He stated that

growth of a downtown can and should be the heart and soul of a city. Chris explained their general concept is to preserve the history of the building from an exterior perspective and make a significant investment into tenant improvements, both interior and exterior, investing more than \$200,000. He also noted they are interested in making improvements to the adjacent parking lot. Jeff Blick (Fishers) then explained their intent to improve the building and parking lot.

Board members had questions about project completion time, dry well, and alley. After discussion, Melinda announced that TSJTF's proposal is \$1.00 for both the building and the parking lot in exchange for their redevelopment of this property. Melinda also advised that if the board approved this Response, staff would work with TSJTF to draft a Disposition and Development Agreement outlining specific responsibilities for each party for the Board's approval. That DDA would then lead to a purchase/sale agreement. Sarah Taylor spoke up about her early questions of how TFURA had got to this point but that she fully supported this redevelopment project.

Leon Smith made a motion to accept the request and move forward with the buy/sell agreement and necessary deeds and accompanying documents, and Dexter Ball seconded the motion. Roll call vote showed that all board members voted in favor of the motion.

Agenda Item 7: Consideration of a request to direct staff to begin the process to transfer the 4th Avenue South pocket park to the City and to work with the City to name the park.

Melinda showed a picture of pocket park indicating that it's 95% complete and to show how well the plan was executed by the contractor, Idaho Scapes. Melinda commented that it's the kind of investment that a public agency can do to not only show that it's interested in having these kinds of spaces for residents use, but also that we're investing in this part of town that hasn't seen a lot of new investment for a long time. She explained that an agreement by the City Council was to accept this park, once completed, into the City system to be managed and operated by the City, but that TFURA would pay for the maintenance costs through 2022. The next step will be to 1) transfer this property to the City, 2) discuss future maintenance specifics, and 3) name the park. Discussion continued regarding a process for naming to include a public contest, ribbon cutting, and signage. Neil Christensen made the motion to direct staff to begin the process to transfer the property and name the park. Dan Brizee seconded the motion. Roll call vote showed that all board members voted in favor of the motion.

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

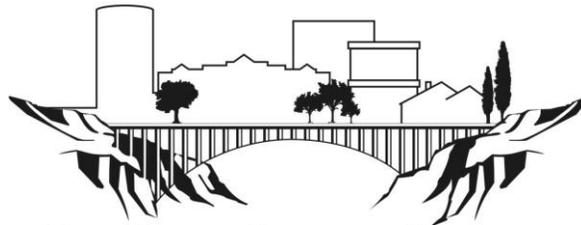
In regards to the OT/DT infrastructure project, the Board further discussed the use of a facilitator to help develop the next process and directed the staff to prepare for the Board specific ideas of what would be expected/needed of the facilitator. Melinda asked if the board would be willing to call a special meeting to discuss these ideas, if results are ready before the next regular meeting, and all agreed.

Agenda Item 9: Adjourn. Next regular meeting: Monday, May 12, 2014 @ 12:00 p.m.

Cindy Bond adjourned the meeting at 1:26 p.m.

Respectfully submitted,

Lorrie Bauer
Administrative Assistant



THE URBAN RENEWAL AGENCY
OF THE CITY OF TWIN FALLS

MEETING MINUTES

April 25, 2014

The Urban Renewal Agency held a special meeting at 3:30 p.m. this date in the Twin Falls City Council Chambers located at 305 3rd Avenue East, Twin Falls. Those present were:

Present:

Leon Smith	URA Vice Chair
Perri Gardner	URA Member
Neil Christensen	URA Member
Sarah Taylor	URA Member
Dan Brizee (via phone)	URA Member

Absent: Cindy Bond, Dexter Ball

Also present:

Melinda Anderson	Urban Renewal Executive Director
Brent Hyatt	Twin Falls City Assistant Finance Director
Don Acheson	Riedesel Engineering
Lorrie Bauer	Twin Falls Economic Development, Admin Asst

Leon Smith called the meeting to order at 3:41 p.m.

Agenda Item – Consideration of a request to authorize the Executive Director to sign a Notice of Award to Sawtooth Sheet Metal for \$49,807 to replace 2 HVAC units on the roof of the property at 851 Pole Line Road.

Melinda gave a brief explanation of the agenda item. Don Acheson then spoke to the board explaining the bid tabulation results. Four bids were received by the deadline on April 22 and Sawtooth's was the lowest, responsive bid.

Sawtooth Sheet Metal's bid consisted of a base bid of \$48,657.00 for the two HVAC units and \$1,150.00 for Alternate #3 to provide CO2 level control of economizers for each of the HVAC units. The board added to request a bid from Sawtooth to add the CO2 level control economizers (Alt. #3) to the two HVAC units that were installed at the same location in 2013.

Board members had a few questions. After discussion, Dan Brizee moved to approve the request; Neil Christensen seconded the motion, and roll call vote showed that all board members voted in favor of the motion.

The meeting adjourned at 3:56 p.m. Next regular scheduled Urban Renewal meeting is May 12, 2014.

Respectfully submitted,

Lorrie Bauer
Administrative Assistant

**Urban Renewal Agency of the City of Twin Falls, ID
P & L Budget vs. Actual with Declining Bal.(\$ Over Budget)**

October 2013 through April 2014

	Oct '13 - Apr 14	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Line of Credit Adv. - Clif Bar	3,906,462.03			
Contributions	2,750,000.00			
Investment Income	825.71	1,300.00	-474.29	63.5%
Property Taxes	4,253,788.94	7,818,963.00	-3,565,174.06	54.4%
Rental Income	249,219.08	427,673.00	-178,453.92	58.3%
Total Income	11,160,295.76	8,247,936.00	2,912,359.76	135.3%
Gross Profit	11,160,295.76	8,247,936.00	2,912,359.76	135.3%
Expense				
Legal Advertising	45.00			
RAA 4-1				
Downtown Development	168,535.67			
Glanbia Project	34,006.52			
RAA 4-1 - Other	31,134.00	4,953,941.00	-4,922,807.00	0.6%
Total RAA 4-1	233,676.19	4,953,941.00	-4,720,264.81	4.7%
RAA 4-3 (Chobani)				
Debt Pay. (Chobani) Interest	1,919,267.40	1,919,268.00	-0.60	100.0%
Debt Pay. (Chobani) Principal	954,000.00	2,922,000.00	-1,968,000.00	32.6%
RAA 4-3 (Chobani) - Other	1,308,477.75	12,402,253.00	-11,093,775.25	10.6%
Total RAA 4-3 (Chobani)	4,181,745.15	17,243,521.00	-13,061,775.85	24.3%
RAA 4-4 (Clif Bar)	3,906,462.03			
Bond Trustee Fees	3,000.00	6,500.00	-3,500.00	46.2%
Community Relations & Website	0.00	200.00	-200.00	0.0%
Debt Payments - Interest	136,845.36	271,211.00	-134,365.64	50.5%
Debt Payments - Principal	18,361.65	453,875.00	-435,513.35	4.0%
Dues and Subscriptions	2,250.00	2,500.00	-250.00	90.0%
Insurance Expense	5,320.00	5,300.00	20.00	100.4%
Legal Expense	108.01	1,000.00	-891.99	10.8%
Management Fee	0.00	136,500.00	-136,500.00	0.0%
Meeting Expense	1,120.42	3,500.00	-2,379.58	32.0%
Miscellaneous	57.95	500.00	-442.05	11.6%
Office Expense	284.33	500.00	-215.67	56.9%
Prof. Dev.\Training	400.00	2,800.00	-2,400.00	14.3%
Professional Fees	0.00	25,000.00	-25,000.00	0.0%
Property Tax Expense	15,834.56	35,500.00	-19,665.44	44.6%
Real Estate Exp. - Call Center	27,467.68	137,235.00	-109,767.32	20.0%
Real Estate Exp. - Other	1,875.04	6,200.00	-4,324.96	30.2%
Real Estate Lease	72,000.00	72,000.00	0.00	100.0%
Total Expense	8,606,853.37	23,357,783.00	-14,750,929.63	36.8%
Net Ordinary Income	2,553,442.39	-15,109,847.00	17,663,289.39	-16.9%
Other Income/Expense				
Other Income				
Cash Carryover	0.00	15,515,365.00	-15,515,365.00	0.0%
Transfers In	0.00	152,800.00	-152,800.00	0.0%
Transfers Out	0.00	-152,800.00	152,800.00	0.0%
Total Other Income	0.00	15,515,365.00	-15,515,365.00	0.0%
Net Other Income	0.00	15,515,365.00	-15,515,365.00	0.0%
Net Income	2,553,442.39	405,518.00	2,147,924.39	629.7%

Twin Falls Urban Renewal May, 2014 List of Checks

<u>Check #</u>	<u>Date</u>	<u>Paid Amount</u>	<u>Name</u>	<u>Account</u>	<u>Memo</u>
2705	4/9/2014	61,996.97	Wells Fargo Bank	Property Tax Income	URA Property Taxes - April, 2014
2706	4/14/2014	130.82	Daisy's	Meeting Expense	Lunches for URA meeting
2707	4/14/2014	171,281.77	City of Twin Falls	RAA 4-3 Chobani	Request #28 Chobani Project Costs
2708	5/6/2014	83,013.16	City of Twin Falls	RAA 4-3 Chobani	Request #29 Chobani Project Costs
2709	5/6/2014	190.00	Northwest Hay Co. Inc.	RAA 4-4 Cliff Bar	Offset Disk 10 acres - Cliff Bar
2710	5/6/2014	10,120.46	Twin Falls County Treasurer	Property Tax Expense	2nd half 2013 taxes - C3
2711	5/6/2014	400.00	Council of Dev. Finance Agencies	Professional Development	2014 Annual Dues
2712	5/6/2014	3,120.00	Riedesel Engineering	Real Estate Expense-Call Ctr	HVAC bid process
2713	5/6/2014	234.90	Idaho Power	Real Estate Expense-Call Ctr	Power - 851 Pole Line Rd C3
2713	5/6/2014	8.53	Idaho Power	Real Estate Expense-Other	Power - 242 2nd Ave S
2714	5/6/2014	450.00	K & G Property Management	Real Estate Expense - Call Ctr	C3 Property Mgmt.
2715	5/6/2014	440.00	J & L Sweeping Service, Inc.	Real Estate Expense - Call Ctr	C3 Property maintenance
2716	5/6/2014	950.00	Commercial Property Maintenance	Real Estate Expense - Call Ctr	Landscape Maintenance
2717	5/6/2014	157.00	ACCO engineered systems	Real Estate Expense - Call Ctr	Check RTU 15 fan motor
2717	5/6/2014	836.00	ACCO engineered systems	Real Estate Expense - Call Ctr	RTU 15 replace fan motor
2717	5/6/2014	748.00	ACCO engineered systems	Real Estate Expense - Call Ctr	HVAC Preventative Maintenance

Urban Renewal Agency of the City of Twin Falls, ID
Profit & Loss Detail
April 2014

Type	Date	Num	Name	Memo	Amount	Balance
Ordinary Income/Expense						
Income						
Contributions						
Deposit	04/02/2014		City of Twin Falls	City commitment to Chobani projects for infrastructure	2,750,000.00	2,750,000.00
Total Contributions					2,750,000.00	2,750,000.00
Investment Income						
Deposit	04/01/2014			Interest	24.06	24.06
Deposit	04/01/2014			Interest	0.78	24.84
Deposit	04/01/2014			Interest	13.42	38.26
Deposit	04/01/2014			Interest	23.42	61.68
Deposit	04/01/2014			Interest	29.52	91.20
Deposit	04/01/2014			Interest	5.94	97.14
Total Investment Income					97.14	97.14
Property Taxes						
Deposit	04/14/2014		Twin Falls County Tr...	Check Transfer for Property Taxes	61,996.97	61,996.97
Total Property Taxes					61,996.97	61,996.97
Rental Income						
Deposit	04/01/2014	12457	C3	March, 2014 rent	34,078.92	34,078.92
Deposit	04/03/2014		US Treasury	VA Rent	1,333.33	35,412.25
Deposit	04/22/2014	12845	C3	Rent - April, 2014	34,078.92	69,491.17
Total Rental Income					69,491.17	69,491.17
Total Income					2,881,585.28	2,881,585.28
Gross Profit					2,881,585.28	2,881,585.28
Expense						
RAA 4-1						
Downtown Development						
Check	04/08/2014	2695	Idaho Scapes Inc.	2nd payment pocket park construction	97,706.35	97,706.35
Check	04/08/2014	2704	JUB Engineers, Inc.	OT Infrastructure Assmt.	8,301.51	106,007.86
Total Downtown Development					106,007.86	106,007.86
Total RAA 4-1					106,007.86	106,007.86
RAA 4-3 (Chobani)						
Debt Pay. (Chobani) Interest						
Check	04/01/2014	1	Zions First National ...	Debt Service Payment	1,806,777.98	1,806,777.98
Check	04/01/2014	1	Zions First National ...	Debt Service Payment	112,489.42	1,919,267.40
Total Debt Pay. (Chobani) Interest					1,919,267.40	1,919,267.40
Debt Pay. (Chobani) Principal						
Check	04/01/2014	1	Zions First National ...	Debt Service Payment	898,000.00	898,000.00
Check	04/01/2014	1	Zions First National ...	Debt Service Payment	56,000.00	954,000.00
Total Debt Pay. (Chobani) Principal					954,000.00	954,000.00
RAA 4-3 (Chobani) - Other						
Check	04/02/2014	2692	City of Twin Falls	Advance Certificate #27 - Chobani Project Costs	227,722.04	227,722.04
Check	04/14/2014	2707	City of Twin Falls	Advance Certificate #28 - Chobani Project Costs	171,281.77	399,003.81
Total RAA 4-3 (Chobani) - Other					399,003.81	399,003.81
Total RAA 4-3 (Chobani)					3,272,271.21	3,272,271.21
Debt Payments - Interest						
Check	04/01/2014	C2	Larry Tucker & Kare...		1,001.18	1,001.18
Total Debt Payments - Interest					1,001.18	1,001.18
Debt Payments - Principal						
Check	04/01/2014	C2	Larry Tucker & Kare...		2,662.50	2,662.50
Total Debt Payments - Principal					2,662.50	2,662.50
Insurance Expense						
Check	04/08/2014	2701	ICRMP	Semi Annual Payment - 2nd Half	2,660.00	2,660.00
Total Insurance Expense					2,660.00	2,660.00
Meeting Expense						
Check	04/07/2014	2694	Papa Kelsey's	Lunches for Special Meeting 4/7/14	102.32	102.32
Check	04/08/2014	2696	Melinda Anderson	URA meeting lunch reimbursements	53.88	156.20
Check	04/14/2014	2706	Daisy's	URA meeting lunches	130.82	287.02
Total Meeting Expense					287.02	287.02
Office Expense						
Check	04/03/2014	2693	Wells Fargo Remitta...	Quickbooks Update (URA's Share)	119.33	119.33
Check	04/14/2014	BC	Wells Fargo	Wire Transfer Fee	15.00	134.33
Check	04/15/2014	BC	Wells Fargo	Wire Transfer Fee	15.00	149.33
Total Office Expense					149.33	149.33
Prof. Dev.\Training						
Check	04/08/2014	2703	Council of Developm...	CDFA Conference Registration - Melinda Anderson	400.00	400.00

Urban Renewal Agency of the City of Twin Falls, ID
Profit & Loss Detail
April 2014

Type	Date	Num	Name	Memo	Amount	Balance
			Total Prof. Dev.\Training		400.00	400.00
			Real Estate Exp. - Call Center			
Check	04/08/2014	2699	J & L Sweeping Serv...	C3 Property maintenance	352.00	352.00
Check	04/08/2014	2700	K & G Property Man...	C3 Property maintenance	450.00	802.00
Check	04/08/2014	2702	Idaho Power Company	Power - 851 Pole Line Rd C3	557.47	1,359.47
			Total Real Estate Exp. - Call Center		1,359.47	1,359.47
			Real Estate Exp. - Other			
Check	04/08/2014	2697	Lockwood Sprinklers...	Dormant Oil Spraying URA trees	204.00	204.00
			Total Real Estate Exp. - Other		204.00	204.00
			Total Expense		3,387,002.57	3,387,002.57
			Net Ordinary Income		-505,417.29	-505,417.29
			Net Income		-505,417.29	-505,417.29

Urban Renewal Agency of the City of Twin Falls, ID
Balance Sheet
As of April 30, 2014

	Apr 30, 14
ASSETS	
Current Assets	
Checking/Savings	
Cash	
State Investment Pool	3,000,000.00
WF General Checking #6350	973,957.04
WF Revenue Alloc. #5601	3,675,559.01
WF Bond Reserve #5602	699,122.50
WF Bond Fund #5600	11.30
Zions Revenue Alloc. #8616	18,649.35
Zions Revenue Alloc. #8616A	1,209,289.88
Zions Bond Reserve #8616C	2,873,933.72
Zions Revenue Alloc. #8616B	0.78
Total Cash	12,450,523.58
Total Checking/Savings	12,450,523.58
Other Current Assets	
Due from Other Governments	7,676.70
Property Taxes Receivable	110,166.11
Total Other Current Assets	117,842.81
Total Current Assets	12,568,366.39
Fixed Assets	
Land	1,350,000.00
Building	3,779,695.16
Equipment	475,000.00
Accumulated Depreciation	-568,206.77
Total Fixed Assets	5,036,488.39
TOTAL ASSETS	17,604,854.78
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Accts Pay - Rental Fund	-1,060.00
Total Other Current Liabilities	-1,060.00
Total Current Liabilities	-1,060.00
Long Term Liabilities	
Deferred Rev.-Property Tax	110,166.11
Security Deposit	68,157.84
Total Long Term Liabilities	178,323.95
Total Liabilities	177,263.95
Equity	
Fund Balance	
Fund Balance-General Fund	31,359.44
Fund Balance-Revenue Alloc.	5,785,662.00
Fund Balance-Bond Fund	3,574,156.00
Fund Balance-Rental Fund	5,482,971.00
Total Fund Balance	14,874,148.44
Net Income	2,553,442.39
Total Equity	17,427,590.83
TOTAL LIABILITIES & EQUITY	17,604,854.78

Urban Renewal Agency of the City of Twin Falls, ID
Balance Sheet Detail
As of April 30, 2014

Type	Date	Num	Name	Memo	Amount	Balance
ASSETS						18,043,174.23
Current Assets						13,006,685.84
Checking/Savings						12,888,843.03
Cash						12,888,843.03
State Investment Pool						0.00
Transfer	04/07/2014			Funds Transfer	3,000,000.00	3,000,000.00
Total State Investment Pool						3,000,000.00
WF General Checking #6350						1,426,157.75
Deposit	04/01/2014			Deposit	34,078.92	1,460,236.67
Check	04/02/2014	2692	City of Twin Falls	Advance Certificate #27	-227,722.04	1,232,514.63
Deposit	04/02/2014			Deposit	2,750,000.00	3,982,514.63
Check	04/03/2014	2693	Wells Fargo Remittance Cen...	Quickbooks update	-119.33	3,982,395.30
Deposit	04/03/2014			Deposit	1,333.33	3,983,728.63
Check	04/07/2014	2694	Papa Kelsey's	Special Mtg Lunches	-102.32	3,983,626.31
Transfer	04/07/2014			Funds Transfer	-3,000,000.00	983,626.31
Check	04/08/2014	2695	Idaho Scapes Inc.	Request #2	-97,706.35	885,919.96
Check	04/08/2014	2696	Melinda Anderson	Reimbursements - URA Meeting Expenses	-53.88	885,866.08
Check	04/08/2014	2697	Lockwood Sprinklers & Spra...	Invoice 4023	-204.00	885,662.08
Check	04/08/2014	2698	Commercial Property Mainte...	Invoice 2744	-1,060.00	884,602.08
Check	04/08/2014	2699	J & L Sweeping Service, Inc.	Invoice 23464	-352.00	884,250.08
Check	04/08/2014	2700	K & G Property Management	Invoice 3422	-450.00	883,800.08
Check	04/08/2014	2701	ICRMP	33A18018100113	-2,660.00	881,140.08
Check	04/08/2014	2702	Idaho Power Company	2205057868	-557.47	880,582.61
Check	04/08/2014	2703	Council of Development Fina...	CDFCA Conference Reg - Melinda Anderson	-400.00	880,182.61
Check	04/08/2014	2704	JUB Engineers, Inc.	Invoice # 0086868	-8,301.51	871,881.10
Deposit	04/09/2014			Deposit	61,996.97	933,878.07
Check	04/09/2014	2705	Wells Fargo Bank	Property Taxes	-61,996.97	871,881.10
Check	04/14/2014	2706	Daisy's	Invoice 376453	-130.82	871,750.28
Check	04/14/2014	2707	City of Twin Falls	Request #28-Chobani Project Costs	-171,281.77	700,468.51
Deposit	04/14/2014			Deposit	68,157.84	768,626.35
Check	04/14/2014	BC	Wells Fargo	Wire Transfer Fee	-15.00	768,611.35
Transfer	04/15/2014			Funds Transfer	171,281.77	939,893.12
Check	04/15/2014	BC	Wells Fargo	Wire Transfer Fee	-15.00	939,878.12
Deposit	04/22/2014			Deposit	34,078.92	973,957.04
Total WF General Checking #6350						-452,200.71
WF Revenue Alloc. #5601						3,617,196.20
Check	04/01/2014	C2	Larry Tucker & Karen Tucker		-3,663.68	3,613,532.52
Deposit	04/01/2014			Interest	29.52	3,613,562.04
Deposit	04/14/2014			Deposit	61,996.97	3,675,559.01
Total WF Revenue Alloc. #5601						58,362.81
WF Bond Reserve #5602						699,122.50
Total WF Bond Reserve #5602						699,122.50
WF Bond Fund #5600						5.36
Deposit	04/01/2014			Interest	5.94	11.30
Total WF Bond Fund #5600						5.94
Zions Revenue Alloc. #8616						18,027.50
Deposit	04/01/2014			Interest	23.42	18,050.92
Transfer	04/02/2014			Funds Transfer	598.43	18,649.35
Total Zions Revenue Alloc. #8616						621.85
Zions Revenue Alloc. #8616A						1,380,558.23
Deposit	04/01/2014			Interest	13.42	1,380,571.65
Transfer	04/15/2014			Funds Transfer	-171,281.77	1,209,289.88
Total Zions Revenue Alloc. #8616A						-171,268.35
Zions Bond Reserve #8616C						2,874,508.09
Deposit	04/01/2014			Interest	24.06	2,874,532.15
Transfer	04/02/2014			Funds Transfer	-598.43	2,873,933.72
Total Zions Bond Reserve #8616C						-574.37
Parking Lot Sinking Cash #3425						0.00
Total Parking Lot Sinking Cash #3425						0.00
Wells Fargo Securities #1251						0.00
Total Wells Fargo Securities #1251						0.00
Zions Revenue Alloc. #8616B						2,873,267.40
Check	04/01/2014	1	Zions First National Bank Inv...	Debt Service Payment	-2,873,267.40	0.00
Deposit	04/01/2014			Interest	0.78	0.78
Total Zions Revenue Alloc. #8616B						-2,873,266.62
Zions Warrant #6362						0.00
Total Zions Warrant #6362						0.00
Cash - Other						0.00
Total Cash - Other						0.00

Urban Renewal Agency of the City of Twin Falls, ID
Balance Sheet Detail
As of April 30, 2014

Type	Date	Num	Name	Memo	Amount	Balance
Total Cash					-438,319.45	12,450,523.58
Total Checking/Savings					-438,319.45	12,450,523.58
Accounts Receivable						0.00
Accounts Receivable						0.00
Total Accounts Receivable						0.00
Total Accounts Receivable						0.00
Other Current Assets						117,842.81
Account Receivable - Chobani						0.00
Total Account Receivable - Chobani						0.00
Deposits						0.00
Total Deposits						0.00
Due from Other Governments						7,676.70
Total Due from Other Governments						7,676.70
Interest Receivable						0.00
Int. Rec.-Zions Bond						0.00
Total Int. Rec.-Zions Bond						0.00
Int. Rec.-Bond Fund						0.00
Total Int. Rec.-Bond Fund						0.00
Int. Rec.-Revenue Allocation						0.00
Total Int. Rec.-Revenue Allocation						0.00
Interest Receivable - Other						0.00
Total Interest Receivable - Other						0.00
Total Interest Receivable						0.00
Inventory Asset						0.00
Total Inventory Asset						0.00
Prepaid Insurance						0.00
Total Prepaid Insurance						0.00
Property Taxes Receivable						110,166.11
Total Property Taxes Receivable						110,166.11
Total Other Current Assets						117,842.81
Total Current Assets					-438,319.45	12,568,366.39
Fixed Assets						5,036,488.39
Land						1,350,000.00
Total Land						1,350,000.00
Building						3,779,695.16
Total Building						3,779,695.16
Equipment						475,000.00
Total Equipment						475,000.00
Accumulated Depreciation						-568,206.77
Total Accumulated Depreciation						-568,206.77
Total Fixed Assets						5,036,488.39
Other Assets						0.00
Due from General (4-2)						0.00
Total Due from General (4-2)						0.00
Lease Receivable-Jayco						0.00
Total Lease Receivable-Jayco						0.00
Note Receivable - Agro Farma						0.00
Total Note Receivable - Agro Farma						0.00
Property Tax Clearing Account						0.00
Deposit	04/09/2014	14-02174...	Twin Falls County Treasurer	Property Taxes - April, 2014	-61,996.97	-61,996.97
Check	04/09/2014	2705	Wells Fargo Bank	URA property taxes 1-1000	61,996.97	0.00
Total Property Tax Clearing Account					0.00	0.00
Total Other Assets					0.00	0.00
TOTAL ASSETS					-438,319.45	17,604,854.78

Urban Renewal Agency of the City of Twin Falls, ID
Balance Sheet Detail
As of April 30, 2014

Type	Date	Num	Name	Memo	Amount	Balance
LIABILITIES & EQUITY						18,043,174.23
Liabilities						110,166.11
Current Liabilities						0.00
Accounts Payable						0.00
Accounts Payable						0.00
Total Accounts Payable						0.00
Total Accounts Payable						0.00
Credit Cards						0.00
Total Credit Cards						0.00
Other Current Liabilities						0.00
Due to Other Governments						0.00
Total Due to Other Governments						0.00
Accts Pay - Bond Fund						0.00
Total Accts Pay - Bond Fund						0.00
Accts Pay - General						0.00
Total Accts Pay - General						0.00
Accts Pay - Rental Fund						0.00
Check	04/08/2014	2698	Commercial Property Mainte...	Landscape Maintenance	-1,060.00	-1,060.00
Total Accts Pay - Rental Fund						-1,060.00
Accts Pay - Rev. Alloc. 4-1						0.00
Total Accts Pay - Rev. Alloc. 4-1						0.00
Accts Pay - Rev. Alloc. 4-3						0.00
Total Accts Pay - Rev. Alloc. 4-3						0.00
Payroll Liabilities						0.00
Total Payroll Liabilities						0.00
Prepaid Rent						0.00
Total Prepaid Rent						0.00
Total Other Current Liabilities						-1,060.00
Total Current Liabilities						-1,060.00
Long Term Liabilities						110,166.11
BID Grant Oversight						0.00
Total BID Grant Oversight						0.00
Deferred Rev.-Lease						0.00
Total Deferred Rev.-Lease						0.00
Deferred Rev.-Lease Principal						0.00
Total Deferred Rev.-Lease Principal						0.00
Deferred Rev.-Property Tax						110,166.11
Total Deferred Rev.-Property Tax						110,166.11
Due to Rev. Alloc. (4-1)						0.00
Total Due to Rev. Alloc. (4-1)						0.00
Notes and Bonds Payable						0.00
Bond Payable - Rev. Alloc.						0.00
Total Bond Payable - Rev. Alloc.						0.00
Note - D.L. Evans Bank						0.00
Total Note - D.L. Evans Bank						0.00
Note - Dell Building						0.00
Total Note - Dell Building						0.00
Note - McElliott						0.00
Total Note - McElliott						0.00
Notes and Bonds Payable - Other						0.00
Total Notes and Bonds Payable - Other						0.00
Total Notes and Bonds Payable						0.00
Security Deposit						0.00
Deposit	04/14/2014	C3		Security Deposit from C3	68,157.84	68,157.84
Total Security Deposit						68,157.84
Total Long Term Liabilities						68,157.84

Urban Renewal Agency of the City of Twin Falls, ID
Balance Sheet Detail
As of April 30, 2014

Type	Date	Num	Name	Memo	Amount	Balance
Total Liabilities					67,097.84	177,263.95
Equity						17,933,008.12
Fund Balance						14,874,148.44
Fund Balance-General Fund						31,359.44
Total Fund Balance-General Fund						31,359.44
Fund Balance-Revenue Alloc.						5,785,662.00
Total Fund Balance-Revenue Alloc.						5,785,662.00
Fund Balance-Bond Fund						3,574,156.00
Total Fund Balance-Bond Fund						3,574,156.00
Fund Balance-Rental Fund						5,482,971.00
Total Fund Balance-Rental Fund						5,482,971.00
Fund Balance-Sinking Fund						0.00
Total Fund Balance-Sinking Fund						0.00
Fund Balance - Other						0.00
Total Fund Balance - Other						0.00
Total Fund Balance						14,874,148.44
Opening Balance Equity						0.00
Total Opening Balance Equity						0.00
Unrestricted Net Assets						0.00
Total Unrestricted Net Assets						0.00
Net Income						3,058,859.68
Total Net Income					-505,417.29	2,553,442.39
Total Equity					-505,417.29	17,427,590.83
TOTAL LIABILITIES & EQUITY					-438,319.45	17,604,854.78



Date: May 12, 2014
To: Urban Renewal Agency of the City of Twin Falls
From: Melinda Anderson, URA Executive Director

Request:

Update of Downtown Revitalization Project.

Background:

At the April 14 board meeting, the board directed staff to begin researching firms that could help us facilitate the downtown revitalization visioning process. Lorrie Bauer and I contacted communities around the Northwest and Rocky Mountain region to get leads on firms they used for a similar process. Lorrie developed the attached spreadsheet that shows the firms we've located and some of the communities they have been successful in.

After much thought and discussion about the process of choosing the best firm from TFURA to consider, I recommend TFURA use a Request for Qualifications process. Since the firm or team should have facilitation skills, architecture & landscape architecture skills, along with traffic engineering, part of the decision is based on Idaho statutes for choosing architects and engineers. Our plan is to send the RFQ to the firms we've identified and post a notice in the Times-News along with a PSA through social media, to cover all the bases.

I've drafted a RFQ document of what TFURA wants to accomplish – Main Avenue redevelopment and improvements that would also include the alleys surrounding Main and the connecting streets along Main including a preliminary design that can then be turned into biddable construction documents. It's critical that we clearly identify the outcomes we're looking for and the geographical area as well.

Once we've received the RFQ responses by a certain date, I'd ask a few members of the board to review the responses and rank them, beginning with #1 and so on. Fritz Wonderlich has advised that once the responses are ranked, TFURA can negotiate with the top-ranked firm on scope of work, timeline, and cost. If negotiation isn't successful with that firm, then we move to #2, and repeat the process. Once a successful negotiation has been completed, the board will be asked to approve the agreement.

Approval Process:

No formal vote is required but a consensus of the board would be helpful.

Budget Impact:

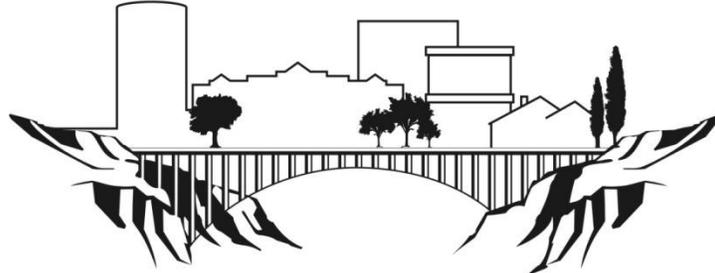
None at this time.

Conclusion:

Not applicable

Attachments:

1. Draft RFQ
2. Firms' spreadsheet



**THE URBAN RENEWAL AGENCY
OF THE CITY OF TWIN FALLS**

REQUEST FOR QUALIFICATIONS

Professional Downtown Visioning Facilitation/Design Services

for

Twin Falls Main Avenue Preliminary Design

**City of Twin Falls Urban Renewal Agency
321 2nd Avenue East, PO Box 1907
Twin Falls, ID 83303-1907
208-735-7240
manderson@tfid.org**

SUBMITTAL DEADLINE: 5:00 pm – Date

City of Twin Falls Urban Renewal Agency (TFURA) is issuing this Request for Qualifications (RFQ) from qualified firms that have a strong record of successfully facilitating and designing a Downtown/Main Avenue Master Plan. This RFQ specifically seeks the qualifications of a firm capable of providing a Downtown/Main Avenue preliminary design that has resulted from a community visioning process.

Responding firms should be technically qualified and licensed to provide the services requested. Information related to prior project experience should be provided.

OBJECTIVE

TFURA seeks qualifications from creative and experienced teams of facilitators, designers, architects, landscape architects, and traffic engineers to engage Twin Falls stakeholders in a public process to update an earlier visioning document that has not yet been implemented. The time is now to begin that implementation.

PROJECT LOCATION

Twin Falls, Idaho is located in south central Idaho along I-84 equidistant between Boise, ID (to the northwest) and Pocatello, ID (to the southeast). It's the hub for a 7-county agricultural region with most of the medical, education, and retail/services available for the region located here. It's a community of 45,000 that almost doubles every day.

Main Avenue is located in our downtown and was the literal center of Twin Falls. It's where Twin Falls began over one hundred years ago. The project area is a 5-block area of Main Ave with the surrounding alleys and intersecting streets also a part of the project area. Due to Revenue Allocation Area state statute limitations, TFURA is limited to making above-ground improvements to these 5 blocks of Main Avenue. TFURA will be making additional below-ground improvements (water/sewer lines) in other parts of Downtown to facilitate redevelopment.

BACKGROUND

Back in the mid-1980s large anchor stores on Main Avenue began relocating to a brand new mall on the north side of Twin Falls, thus beginning an exodus and disinvestment of downtown, a story familiar to communities around the country. Over the years the City and TFURA have made some investment but the streets, sidewalk, streetscape, landscape, lighting, and parking infrastructure in the project area are past their useful lives, and deteriorating.

In the past few years Twin Falls has successfully recruited companies such as Chobani and Clif Bar to our community, local manufacturing companies have expanded, several new hotels, and new service businesses, retail and restaurants. In addition, Glanbia Foods USA and St. Lukes Patient Financial Services have relocated to our downtown, adding more than 200 employees to downtown traffic. Both new and existing employers want to ensure they can recruit and

retain their key employees in Twin Falls. A vital, vibrant downtown is a critical aspect of helping our employers in their quest.

In 2007-08 the City and TFURA hired Leland Consulting Group to help us develop a downtown vision. Leland provided great concepts for a 4-block area in our Old Town along with redevelopment ideas for Main Ave. Due to the downturn of the economy in 2008, the City and TFURA were unable to implement those sound concepts. Because of the work that had been done however, it did convince both St. Lukes and Glanbia that investing in downtown would be a wise move. With the RAA (TIF district) due to expire in 2022, TFURA realizes that now is the time to move forward with updating and implementing a redevelopment master plan while it has the funds to do so.

OUTCOME

Our thought is to use the Leland information as a base from which to create a downtown/Main Avenue revitalization concept. The concept would include physical improvements such as traffic flow, streets, sidewalks, open spaces, parking, landscape, streetscape, etc. In addition, though, TFURA is interested in potential redevelopment opportunities along Main Avenue.

The final product when the visioning is complete is a preliminary design that would lead to TFURA commissioning a firm to

SCOPE

The results of the facilitated community visioning process for the 5 blocks of Main Avenue between Fairfield and Jerome Streets will include elements of:

- Identify redevelopment opportunities
- Vehicular traffic flow along and into/from, including deliveries.
- Optimum parking both on- and off-street.
- Walkability and cycling environment.
- Street improvements including intersections
- Sidewalk improvements – including width, materials
- Landscaping
- Streetlighting
- Wayfinding
- Public Art
- Open Space
- Expanding/relocating water & sewer lines and other possible infrastructure such as gas, power, and telecommunication infrastructure.

SUBMITTAL REQUIREMENTS

Submitting firms shall submit 10 hard copies and 1 electronic copy of their Statement of Qualifications (15 pages maximum), which shall include the following:

- The firm's understanding of the project and the project area.

- A proposed approach and process for completing the project.
- A brief history of the participating firms, including the year the firms were established, and where their offices are located.
- Recent project experience as it relates to specifically to this project, including descriptions of comparable projects – include names of communities, locations, and a link to a finished product.
- The proposed team members for this particular project, including their relevant recent experience, proposed roles, and availability.
- Contact information (names, titles, addresses, phone numbers, and email addresses) for at least three (3) references involving similar projects.

Completed SOQs shall be received no later than 4:00 pm on _____. Submittals shall be sent to:

**Melinda Anderson, Executive Director
City of Twin Falls Urban Renewal Agency
321 2nd Ave East
Twin Falls, ID 83301**

Upon completion and submittal, all materials produced pursuant to this RFQ, and any subsequent contract, will become the sole property of TFURA. Any and all costs incurred by submitting firms are the sole obligation of the firms and shall not be subject to reimbursement by TFURA.

TFURA reserves the right to reject any and all SOQs submitted; to request additional information for proposers; or to begin the RFQ process anew. Once TFURA receives any SOQs, a panel will review and rank the SOQs. The top ranked 50% will then be invited to submit a response to a Request for Proposal.

CONTACT INFORMATION

Questions and requests for clarifications shall be directed to Melinda Anderson at 208-735-7240 or manderson@tfid.org. If conversations lead to specific questions, those questions must additionally be emailed to Ms. Anderson for clarity.

The SOQ must be accompanied by a cover letter stating the name and role of the primary contractor and any subcontractors. It should be signed by the officers of the primary and subcontractors with the authority to submit an SOQ from their respective firms.

MISCELLANEOUS PROVISION

All materials submitted in connection with this RFQ will be public documents and subject to the Idaho Open Records Statutes. All such material will remain the property of TFURA and will not be returned to the respondent.

Email Address**Websites****Barney & Worth**

Libby Barg
 247 Commercial St NE, Ste 204
 Salem, OR 97301-3411
 503/585-4043

libbybarg@barneyandworth.com

Oregon
 Washington

used by Salem, OR
<http://barneyandworth.com>
<http://barneyandworth.com/category/community-planning-and-visioning>
<http://barneyandworth.com/city-of-bend-infrastructure-strategic-communications-plan/>

Better City

Matthew Godfrey
 1100 Country Hills Dr. Suite 300
 Ogden, UT 84403
 801-920-0000

matthew@bettercity.us

Utah

www.bettercity.us

Crandall Arambula

Liz Bacon
 The Pacific Building
 520 SW Yamhill Street, Roof Suite 4
 Portland, Oregon 97204
 503 417-7879

marketing@ca-city.com

Washington
 Oregon
 Montana

used by Missoula, MT
<http://www.ca-city.com>
<http://www.yakimawa.gov/services/downtown/>

CTA Group

Jason Butler
 800 West Main Street
 Suite 800
 Boise, ID 83702
 208.336.4900

jasonb@ctagroup.com

Montana
 Idaho
 Nevada
 Wyoming

used by Kalispel, MT
<http://www.ctagroup.com>
<http://www.ctagroup.com/cta-architects-engineers-recognized-engineering-news-record/>
<http://www.ctagroup.com/kalispell-core-area-revitalization-recvies-2014-aaf-grant/>

Downtown Professionals Network

Jay Schlinsog
 133 Holiday Court, Suite 205
 Franklin, Tennessee 37067
 630-482-2930

jay@downtownpros.com

Iowa
 Wisconsin
 Colorado
 Minnesota

<http://www.downtownpros.com/jay-schlinsog/>
info@downtownpros.com
<http://www.downtownpros.com/projects/>

	Email Address		Websites
JUB Engineers/The Langdon Group Gary Haderlie 115 Northstar Ave Twin Falls, ID 83301 (208) 733-2414	ghaderlie@jub.com	Idaho Utah Washington Indiana	www.jub.com http://www.jub.com/Projects/American-Falls-Downtown-Revitalization-Plan.aspx http://www.jub.com/Projects/Coalville-Main-Street-Improvements---Coalville-Cit.aspx
Lakota Group (Chicago) Scott Freres 212 W Kinzie St Fl 3, Chicago, IL (312) 467-5445	info@thelakotagroup.com	Illinois Wisconsin Oregon	http://www.thelakotagroup.com/ http://www.thelakotagroup.com/streetscape/historic_downtown_frankfort.html http://www.thelakotagroup.com/community-relations.html http://www.thelakotagroup.com/kenosha/ws3ppt.pdf http://allieddirectory.mainstreet.org/listing/the_lakota_group.html
Leland Consulting Gp Dave Leland Chris Zahas 610 SW Alder Street, Suite 1008 Portland, OR 97205 (503) 222-1600	dleland@lelandconsulting.com czahas@lelandconsulting.com	Idaho Oregon Washington Alaska Montana	used by Bozeman, MT; Boise & Twin Falls, ID; Bend, OR; www.lelandconsulting.com http://www.orcity.org/publicworks/urban-renewal-plan-downtown
Mark A. Seder Architecture & Urban Design 3219 NE Thompson Street Portland, OR 503-209-5596	markstudiopdx@gmail.com	Oregon	Recommended by Oregon Main Street
Otak, Inc. Gwen Berkley 808 SW Third Avenue, Suite 300 Portland, OR 97204 Phone (503) 287-6825	info@otak.com gwynne.berkeley@otak.com	Washington Oregon	used by Flagstaff, AZ http://www.otak.com

	Email Address		Websites
Sargent Town Planning David Sargent 2000 Hearst Ave Berkeley, CA 94709 510.423.0020	info@sargenttownplanning.com	California Texas Kansas	http://sargenttownplanning.com/ https://www.linkedin.com/profile/view?id=28519390&authType=name&authToken=uaAa http://sargenttownplanning.com/firm#profile
SERA Architects Matthew Arnold 338 NW 5th Ave. Portland, OR 97209 (503) 445-7372	matthewa@serapdx.com	Oregon Idaho California Washington	http://serapdx.com http://serapdx.com/projects/ http://serapdx.com/projects/#!/community-downtown-planning/ http://ci.irrigon.or.us/downtown/ http://serapdx.com/services/urban-design-planning/
The Land Group Doug Russell 462 E Shore Dr., Ste 100 Eale, ID 83616 208.939.4041	doug@thelandgroupinc.com	Idaho Washington	http://www.thelandgroupinc.com/
The Walker Collaborative <u>Principal: Philip L. Walker, AICP</u> 2408 Belmont Boulevard Nashville, TN 37212 (615) 383-1510	pwalker@walkercollaborative.com	Tennessee Kansas Texas Indiana	http://www.walkercollaborative.com/portfolio/project-portfolio-visioning.html
Urban Development Services Scott Day 354 Thorman Place San Antonio, TX 78209 [210] 930-3866	scott@urbandevelopmentservices.com	Idaho Texas Nebraska Oklahoma	used by Idaho Falls, ID http://www.urbandevelopmentservices.com http://www.urbandevelopmentservices.com/pdf/UDS-Pharr_Presentation.pdf http://www.cityofsidney.org/DocumentCenter/View/291
Winter & Company 1265 Yellow Pine Ave. Boulder, CO 80304 303-440-8445	admin@winterandcompany.net	Idaho Washington Colorado Michigan	http://www.winterandcompany.net/ http://www.winterandcompany.net/pdf/ann_arbor_mi.pdf http://www.winterandcompany.net/pdf/aurora_co.pdf