THE URBAN RENEWAL AGENCY
OF THE CITY OF TWIN FALLS

URBAN RENEWAL AGENCY
MEETING MINUTES
January 10, 2011

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

Tom Frank	URA Vice Chair
Cindy Bond	URA Secretary
Larry Hall	URA Member
Bob Richards	URA Member
Bill Koch	URA Member
Absent:	
Gary Garnand	URA Chair
Leon Smith	URA Member
Also present:	
Melinda Anderson	Urban Renewal Executive Director
Brent Hyatt	Twin Falls Assistant Finance Director
Mitch Humble	Twin Falls Community Development Director
Troy Vitek	Twin Falls Assistant City Engineer
Trip Craig	Twin Falls City Council Liaison
Mark Rivers	Brix & Company
Mike Tracy	Tracy Communications (via telephone)
Bill Block	JUB Engineers
Rich Wiebe	JUB Engineers
Mark Hadderlie	JUB Engineers
Trudi Nutile	City of Twin Falls Economic Development, Admin Asst
Polly Hulsey	City of Kimberly
Jenni Nickerson	City of Kimberly

Vice Chair Tom Frank called the meeting to order at 12:00 p.m.

Agenda Item – Consent Agenda

The board requested a few minutes to review the financial statements. There being no further discussion, Bob Richards made a motion to approve the consent agenda as submitted. Larry Hall seconded and a roll call vote showed all members present voted in favor of the motion.

Melinda Anderson commented the auditors plan to present the 2010 audit for review at the February 14, 2011 URA meeting.

Agenda Item – Consideration of a request to authorize the Chairman to sign a development support agreement with Brix & Company to assist the URA to develop its Old Town properties.

Melinda Anderson reported that staff has taken steps in the past to market and/or develop this area; there has been little interest from local developers to move forward. Staff contacted three companies specializing in downtown development and received proposals from two firms. Civitas Consultants based in Baltimore, MD proposed an assessment, which is not needed due to previous work over past years. The goal is to develop the URA properties and be proactive with the approach. In addition, Idaho Statutes urge URA's not to "hold" property for long periods of time. Brix and Company has experience with development as well as working with communities around the country to help revitalize downtown areas.

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Bob Richards commented that the strategic planning committee feels it is necessary to find someone that has expertise in planning and developing to guide the URA in this endeavor. Mark River's successful background in this area is the reason they recommend Brix and Company.

Mark Rivers presented several development projects he either completed or is currently developing. Mark's endeavors include private/public projects: BoDo and the Watercooler (small business incubator,) both in Boise, Idaho; Westgate Project in Phoenix, AZ; The Commons in Medford, OR (Lithia Motors headquarters); The Sonoma Markethall in CA (year-round farmers market) and a Basque Economic Development Office in Boise.

Mark commented that we are in a recession and need to react accordingly, having realistic expectations while being resourceful, creative and inventive while instilling a sense of optimism and opportunity in the community.

Brix and Company advisory services will include visioning, business plans, outreach, resources, prioritize specific redevelopment options and put initiatives into play. The proposal for $20,000.00 covers an initial four-month term not to exceed $5,000 per month plus expenses. All expenses and amounts over the initial approval of $5,000/mo shall be approved in advance by the URA. A review can be completed at the end of the contract to determine the effectiveness and if additional services are required.

Tom Frank clarified that the emphasis for this plan is the vacant land and buildings within the four-block area of Old Town. Additional comments from agency members supported the choice of Brix and Company and the idea of seeking assistance to move forward.

Bob Richards made a motion to approve a four-month contract with Brix and Company for $20,000.00, Cindy Bond seconded and a roll call vote showed all members present voted in favor of the motion.

Agenda Item – Consideration of a request to authorize the Chairman to sign a Phase I waterline design agreement with JUB Engineering to begin design of a waterline to serve SE twin Falls at $48,640.
Melinda Anderson reported staff and the special projects committee began negotiations with JUB Engineers to design a waterline to serve the SE section of Twin Falls. The current water flow is deficient for this section of the city and restricts the size of new development or expansion of current businesses.

Rich Wiebe with JUB Engineers presented a map on the overhead outlining the area for the waterline project. The project would begin at the corner of Kimberly and Hankins Roads, travel east along Kimberly to 3300, and then south to Eldridge Road. It would serve the area south of Kimberly Road and east of Hankins Road including the Jayco subdivision. As it's necessary to have fire flow up to 4000 gpm two new pumps, a 20' waterline line and an additional 8,000 feet of waterline is necessary.

Due to the scope and overall construction estimation of $1.4 million, the design portion is proposed in two phases. The first phase includes survey, rock probes, and preliminary engineering work to determine a construction estimate. The second phase would take the project through the final design and bidding process. The two-phase approach allows for discovery of any possible "fatal flaws."

Cindy Bond asked for examples of "fatal flaws." Rich responded that insufficient funds due to unforeseen increased costs would be the major factor. Other examples might include problems with the plan if Idaho Transportation Department or the Railroad did not allow access into the right of way or if the project pushed into the roadway. Troy Vitek expanded further by informing the board that if the project pushed into the roadway, the city assumes maintenance of the patch of roadway for life until ITD pursues a major road project. Additional items might include easement and right-of-way negotiations, and two crossings to bore under Kimberly Road and Eastern Idaho Railroad will require permitting.

If the waterline is installed, the properties on the south side of Kimberly Road connecting to the line in the future would pay 50% of the pipeline cost across the frontage of their property, thereby providing some payback to the agency. This applies to the undeveloped parcels only as they are annexed into the city. Parcels already developed must meet other criteria to be assessed the "payback" fee. The payback is good for 20 years once a development is annexed to the city or connected to city water.

Bob Richards asked about future development on the North side and the possibility to tie into the existing line or would a new system be required. Troy stated the development of the North side will require several items of consideration. One is the water reservoir is not sizeable to service that area. Mitch Humble commented that the city has planning documents and adopted a water

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service boundary, which does not include the North side of Kimberly Road east of Hankins. The city will not serve water and sewer customers outside the adopted boundary.

Tom Frank inquired if the 20" line has capacity for future development. Troy explained the 20" line is driven by the 4,000 gpm fire flow requirement.

Melinda Anderson reported the estimate to complete the waterline design and construction is $1.6million and the agency has funds to complete the entire project. Phase I will determine if the estimate is correct. Mitch Watkins and Jim Lynch, co-chairs of Business Plus, are very supportive of this project and encourage the agency to move forward.

Cindy Bond made a motion to accept the contract with JUB Engineers for Phase I waterline design in the amount of $48,640.00. Bill Koch seconded the motion and a roll call vote showed all members present voted in favor of the motion.

Agenda Item – Consideration of a request to authorize the Chairman to sign a new 10-year supplemental lease to lease URA-owned property to the Veterans Affairs for $1,333.33 monthly NNN beginning Nov. 1, 2010 and expiring Oct. 31, 2020.
The Veteran's Affairs (VA) entered into a ten-year land lease with the Agency November 1, 2000, which expired October 31, 2010. The VA provided the improvements, which transferred to the land owner. The clinic is located on the corner of 2nd Avenue East and Idaho Street. Staff inquired with local appraisers for downtown rent rates, which return $4-$8 per sf. This clinic continues to provide a public service to the community and staff recommends extending the lease at $4 sf. The supplemental lease extension is for 10 years beginning November 1, 2010 with a NNN lease rate of $1,333.33 monthly.

Bob Richards mad a motion to approve the supplemental lease agreement at $16,000 NNN per year for 10 years and Cindy Bond seconded the motion.

Tom Frank mentioned that we have a new generation of Veteran's coming that will require these services. This will continue to provide a needed service to the community rather than sending patients out of the area.

A roll call vote showed all members present voted in favor of the motion.

Agenda Item – Downtown Community Event – Bob Richards
Bob Richards reported the URA is hosting a community meeting on January 28, 2010 at 1:30 p.m. at the Ballroom. Invitations will be extended to URA, City Council, downtown owners and merchants, media, the Historical Society and the public. The event is open to the entire community. Mark Rivers will be the guest speaker giving ideas and possibilities relative to downtown with an open discussion following.

Agenda Item – Update communications activities – Mike Tracy
Mike Tracy reported sending out material to the Chamber and various organizations. He plans to send out a release following this meeting announcing any approvals by the board. Mike foresees four to five months of solid material to disperse to the press for positive news coverage.

Agenda Item – Public input and/or items from the Urban Renewal Agency Board
Nothing further from staff.

There being no further business, Tom Frank adjourned the meeting at 12:54 p.m.

Next regular scheduled Urban Renewal meeting is Monday, February 14, 2011.

Respectfully submitted,

Trudi Nutile
Administrative Assistant

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