



MEETING MINUTES

July 11, 2016

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
Neil Christensen	URA Secretary
Perri Gardner	URA Member
Bob Richards	URA Member
Gary Garnand	URA Member
Brad Wills	URA Member

Absent: None

Also present:

Phil Kushlan	Interim Urban Renewal Executive Director
Jesse Schuerman	Urban Renewal Engineer
Lorrie Bauer	City Administrative Assistant
Brent Hyatt	City Assistant Finance Officer
Travis Rothweiler	City Manager
Fritz Wonderlich	City Attorney
Renee Carraway Johnson	City Zoning & Development Manager
Don Hall	City Council Liaison to URA
Josh Palmer	Public Information Officer
Jake Losinski	Management Intern
Mandi Roberts	Otak
Paul Johnson	CH2M
Dan Maffuccio	CH2M
Ivan McCracken	JUB Engineers

Agenda Item 1 - Call meeting to order.

Chairman Brizee called the meeting to order at 12:00 p.m.

Agenda Item 2 - Consent Agenda: a) Review and approval of minutes from the June 13, 2016 regular meeting, and b) Review and approval of the July 2016 financial report.

After an explanation of the new financial report format by Brent Hyatt, Gary Garnand moved to accept the consent agenda as amended and Bob Richards seconded the motion. Roll call vote showed that all board members present voted in favor of the motion.

Agenda Item 3 - Annual Election of Officers – Chairman, Vice Chairman, and Secretary – Phil Kushlan.

Phil reminded the Board that the Statue organizing the Urban Renewal District states to elect officers once a year and that there was no particular process or limitation on current officer's continuance other than their own interest and other member's willingness to appoint them. If others were interested in the positions they were advised to let that be known at this time. July is the month in which the TFURA elects Officers and no one's term expired this year. All existing officers were willing to serve in the same capacity. Gary Garnand moved to nominate Dan Brizee and Chairman, Dexter Ball as Vice Chairman, and Neil Christensen as Secretary. Perri Gardner seconded the motion. Roll call vote showed that all board members present voted in favor of the motion.

Agenda Item 4 - Appoint a Budget Committee to review the FY2017 TFURA Budget – Dan Brizee.

Chairman Brizee appointed Perri Gardner, Dexter Ball, and himself to the budget committee. The committee will work with Brent Hyatt on the FY2017 budget.

Agenda Item 5 - Consideration of a request to approve Resolution No. 2016-4 authorizing the execution of a Third Amendment to the Clif Bar Line of Credit Agreement – Phil Kushlan.

Phil explained this amendment aligns the agreement with the action taken by authorizing the recent Bond issue that was approved and issued July 1st and establishes the framework for an administrative fee. After a short discussion, Neil Christensen motioned to approve Resolution No. 2016-4. Gary Garnand seconded the motion. Roll call vote showed that all board members present voted in favor of the motion.

Agenda Item 6 - Main Avenue Project Updates.

A. Progress Report by Owner Representative – Paul Johnson, CH2M

Paul referenced the Monthly Project Progress Update that was included with the Board packet and delivered a summary. Projecting pictures of the Rogerson demolition, he noted the vault protrusions under the streets still need to be dealt with as well as other basement voids along Main Avenue. He clarified that Hansen North was considered to be the roadway between the City Hall remodel and the Rogerson demolition area where Starr Corporation is managing the work. Hansen South is included in the Main Avenue portion of the work. One major accomplishment was the development of the request for qualifications (RFQ) for construction management general contracting services (CMGC) that was advertised June 30th. The CMGC should be contracted by mid-September, and construction is scheduled to begin early 2017. He added the 90% design will be submitted by Otak on July 29th (excluding the basement voids).

B. Alleyway Utilities Report – Gary Haderlie, JUB

Ivan McCracken, of JUB, substituted for Gary Haderlie and reported a summary of the memorandum report that was included with the Board Packet. The alley project has been split into two pieces, 1) the Joint Utility Project (private utilities and the City dry utility conduits, and 2) the City Public Project (installing the water main, services, and surface repair). He shared the sewer line, for the most part, is in good shape so a cured-in-place plastic pipe will be used. There was discussion about the proposed lighting of the alleyways

Phil Kushlan explained that more research needs to be completed before a recommendation can be presented. It was confirmed that \$600,000 was the estimated cost for lighting 10 blocks.

Mandi Roberts, Otak, commented that the design of the alleys behind City Hall and Rogerson were tied into the design of the Downtown Commons plans so the irrigation system would be operated cohesively within that 2.5 blocks and the landscaping would be similar. The timeline on the commons will be discussed with the potential CMGC to define the construction steps to work with the City Hall construction over the next year.

Agenda Item 7 - Consideration of a request to approve a Participation Agreement between the City of Twin Falls and the Urban Renewal Agency for Financing of Improvements for the Downtown Commons and Hansen Street Project – Phil Kushlan

Phil introduced the agenda item referencing conversations regarding some elements of the Commons project being assigned to the City to be included with their contract with Starr Corp. for the City Hall project. This would provide better coordination of improvements such as construction timing, materials, installation, etc., to the Commons area and the portion of Hansen Street between the City Hall building and the Commons area extending to 2nd Ave. E, including the bulb-outs that would be installed on both sides of 2nd Ave. E. He explained the proposed agreement provides for that portion of the work be transferred to the City in which the City would approve the design. The Agency would be able to review the costs associated with the work for that part of the project and would make progress payments to the City. Following discussion, Brad Wills moved to approve the Participation Agreement and Bob Richards seconded the motion. Roll call vote showed that all board members present voted in favor of the motion.

Agenda Item 8 - Executive Director Report - Phil Kushlan.

Phil stated the bonds for the Clif Bar project successfully closed as planned on July 1st. The Goold property acquisition is progressing in that the asbestos removal has been completed, the building demolition should begin within the next two weeks, and the project is on schedule to be completed towards the end of August as per the agreement. He shared that there is a surprising level of interest in urban housing investment in downtown and communication continues to help facilitate the regeneration of downtown Twin Falls. The preparations for the FY2016-2017 budget has begun and once a committee is appointed the process can be finalized. He added that Chobani has shown some interest in restructuring the current financing to support an expansion and conversation will begin in the near future to understand what their interest is.

Agenda Item 9 - Public input and/or items from the Urban Renewal Agency Board or staff.

- A. The Board Meeting scheduled for Monday, October 10th needs to be rescheduled – Dan Brizee. Board agreed to reschedule the meeting to Tuesday, October 11th.

Agenda Item 10 - Adjournment: Executive Session 74-206(1)(c) To acquire an interest in real property which is not owned by the public agency.

Chairman Brizee stated they will probably not be returning to open session.

Gary Garnand moved to adjourn to Executive Session and Bob Richards seconded the motion.

Roll call vote showed that all board members present voted in favor of the motion.

Agenda Item 11 - Adjourn.

The meeting adjourned at 1:02p.m.

Next regular meeting: Monday, August 8, 2016 @ 12:00 pm.

Respectfully submitted,

Lorrie Bauer

Administrative Assistant