



MEETING MINUTES

October 10, 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
Neil Christensen	URA Secretary
Perri Gardner (via phone)	URA Member
Bob Richards	URA Member
Gary Garnand	URA Member
Brad Wills	URA Member

Absent: None

Dexter Ball

Also present:

Nathan Murray	City Economic Development Director
Jesse Schuerman	Urban Renewal Engineer
Lorrie Bauer	City Administrative Assistant
Brent Hyatt	City Assistant Finance Officer
Ryan Armbruster	URA Attorney, Elam & Burke
Meghan Conrad	Elam & Burke
Mitch Humble	City Deputy City Manager
Renee Carraway Johnson	City Zoning & Development Manager
Paul Johnson	CH2M
Ivan McCracken	JUB Engineers
Anthony Guho	Guho Corp.
Nick Guho	Guho Corp.
Mandi Roberts	Otak, Inc.
Scott Bartlett	Idaho Power
Chris Talkington	City Council

Agenda Item 1 - Call meeting to order.

Chairman Brizee called the meeting to order at 12:00 p.m. He asked staff if there were any changes to the agenda. Nathan Murray responded that he would like to add one item that would need a motion. The item was regarding the placement of a transformer on URA property by Idaho Power. Neil Christensen moved to approve the addition to the agenda and Bob Richards seconded the motion. A roll call vote showed that all board members present voted in favor of the motion. This agenda item was added after Agenda Item 5.

Chairman Brizee introduced the Agency's new legal counsel, Ryan Armbruster and Meghan Conrad.

Agenda Item 2 - Consent Agenda: a) Review and approval of minutes from the September 12, 2016 regular meeting and b) Review and approval of the October 2016 financial report.

Bob Richards moved to approve the minutes and financial report as submitted and Neil Christensen seconded the motion. Roll call vote showed that all board members present voted in favor of the motion.

Agenda Item 3 - Consideration of a request to approve Resolution 2016-5 to appoint Nathan Murray as the Executive Director for the Urban Renewal Agency of the City of Twin Falls.

Mitch Humble, Deputy City Manager representing the City of Twin Falls, clarified the agreement between the City and the Agency in that the City provides administrative services on behalf of the Agency by contract and appoints the Economic Development Director to the role of executive director for the Agency. Per the Agency's new legal counsel, a resolution was prepared for the Agency to accept the appointment of Nathan Murray as the Executive Director for the Urban Renewal Agency and grant him the authority to approve expenditures up to \$25,000.

Following discussion regarding spending authority, it was suggested to change the expenditure limit to \$5,000 and reevaluate at a later date.

Bob Richards moved to approve Resolution 2016-5 to appoint Nathan as the Executive Director of the URA after amending the expenditure amount from \$25,000 to \$5,000. Gary Garnand seconded the motion. Roll call vote showed that all board members present voted in favor of the motion.

Agenda Item 4 - Executive Director's Report.

Executive Director, Nathan Murray, updated the board on various interests to the agency as supplied with the board packet:

- 2nd Ave. Parking Lot: The City Council approved the special use permit and the deferral of permanent improvements with the condition that lighting will be installed. Staff has been exploring lighting possibilities and will be presented under another agenda item.
- Main Avenue Project: Guho Corp., the CM/GC, has been working on preconstruction tasks in order to keep the project moving forward. Tasks 1-3, in the amount of \$4,600, were for development of phasing and construction scheduling plans as well as attendance to project meetings and hearings. Tasks 4-6, in the amount of \$7500, were for development of basement options and review of related plans. Tasks 7-11 will be presented today under another agenda item.
- Downtown Housing: Interest remains high for downtown housing. Recently learned of a project that is in pre-planning stages along 3rd Ave. S and have been approached about the purchase of URA owned land for that development. Communications to continue.
- C3 Building/Manaus Parking: The C3 building was appraised and assessed to be \$2,260,000. The lease on the building tenant expires July 2020 and the lease on the parking lot expires December 2017. Communication is needed to try to link the expiration dates together. Recently, two separate entities communicated interest in and the possibility of purchasing the building.
- Consultant Tasks: As requested by the City Manager, Phil Kushlan documented a number of tasks (7) that he could complete on behalf of the agency over the next couple years. Individual tasks will be presented to the board, as needed, for approval.
- GemStone: As excavation on the site began, a lot of debris was found buried in the lot. The debris and unconsolidated fill would need to be taken care of before building construction could begin. The Owner estimates approximately 3500 cy of material needs to be removed and replaced with clean fill. The cost is estimated at 4101k. They are asking for help from the Agency. The Agency is under no legal obligation to help, but staff is assisting them to find options. Nothing toxic has been found.

Agenda Item 5 - Alleyway Utilities Progress Update.

Ivan McCracken of JUB announced the project went out to re-bid to the three contractors that were previously prequalified. Bids are expected to be returned by October 26th and will likely issue the notice to proceed in November. The final completion of this city project is expected to be the end of March. This 2.5 block project is for the underground dry utilities (Idaho Power, Intermountain Gas, Cable One, Century Link, Project Mutual Telephone) in the alley starting at Shoshone going towards Jerome. Repair and replace of the water main will take place after the dry utility portion is complete under a separate contract.

Agenda Item 6 - Consideration of a request to allocate \$7,600 to make lighting improvements to the new 2nd Avenue Parking Lot for downtown parking purposes.

Jesse Schuerman reiterated that the City Council approved the permit request with the condition that lighting be improved for safety reasons per city code. In working with the city electrician, the estimated cost is \$7,600. He displayed a diagram of the lot which showed two permanent lights towards the middle of the lot which would give the needed foot-candles for that space.

Brad Wills moved to allocate \$7,600 for the lighting improvements to the new 2nd Avenue Parking Lot for downtown parking purposes and Gary Garnand seconded the motion. Roll call vote showed that all board members present voted in favor of the motion.

Added Agenda Item – Consideration of a request to allow the Agency to enter into an easement agreement with Idaho Power to place a transformer on the Agency’s property.

Nathan Murray displayed a map of the intersection of Shoshone and 5th Avenue South. He pointed out the GemStone building site on the corner and where the initial location of the transformer was planned to be. Scott Bartlett, from Idaho Power, explained the planned location of the underground pad-mounted transformer was directly in the alley. This location would 1) cause blockage of a fire lane, and 2) locate the transformer above sewer and water lines that are already below the ground. The alternative location would be in one parking space in the existing URA parking lot at the site surrounded by parking barriers for protection. This alternative location would require the URA’s permission and the execution of an easement agreement in which Idaho Power would prepare and GemStone Climbing would incur the cost.

Brad Wills moved to authorize the Chairman to sign the easement to Idaho Power for the location of a pad mounted transformer and Bob Richards seconded the motion. Roll call vote showed that all board members present voted in favor of the motion.

Agenda Item 7 - Main Avenue Progress Update.

Owners Representative, Paul Johnson of CH2M, presented the monthly update that was supplied with the packet:

- If any remaining contingency money, maybe it could help to replace broken sidewalks adjacent to project area (Main Avenue to the 2nds);
- CM/GC Guho Corp. proposed 11 preconstruction service task orders in which Tasks 1 thru 6 have been approved and Tasks 7-11 will be presented later on this agenda.
 - o Block scheduling proposes beginning at Shoshone and Main Ave. next spring, then moving one block at a time, anticipating two months per block. Merchants seemed to prefer this schedule.
- Construction phase contract form of agreement is currently being reviewed and should be presented at the November board meeting.
- Estimates show to wall off and fill in the protruding basement under the Crowley building (Moose Hill & Twin Beans tenants) is more cost competitive. Further discussion is needed with the Owner.

- CH2M prepared a detailed cost control report showing all Area 4-1 projects and their budgets, expenditures to date, and cash flow from now through 2023 showing a positive surplus. Some level of borrowing would be required as was previously anticipated. This will be updated and presented monthly.
- Forecast services include 100% design submitted later this month by Otak with review to follow.
- Currently on schedule; Guho plans to begin construction/early demolition in February/March; block by block construction to begin in March/April and last for approximately 10 months.

Agenda Item 8 - Presentation regarding the basement support/infill estimates for the Crowley building (Moose Hill and Twin Beans) on Main Avenue.

Anthony Guho of Guho Corp. explained they reviewed the Crowley basement. The two options were explored and the infill option was more cost effective at approximately \$100,000. Following discussion, the board concluded the infill option was best. Nick Guho shared that in previous communication/visits Mr. Crowley expressed interest in basement waterproofing and that it sounded like he would be willing to participate due to it being a benefit as the property owner. Additional communication was recommended with Mr. Crowley regarding his participation and a detailed cost estimate was requested. This topic will be further discussed next month.

Agenda Item 9 - Consideration of a request to approve Preconstruction Tasks 7 through 11 for the Main Ave. Project by Guho Construction in the amount of \$131,111.08.

Paul Johnson explained the efficiency in the CMGC approach would allow the project to be delivered within the overall \$6-\$6.5m construction budget and the costs for the preconstruction tasks are considered a part of the construction budget.

Gary Garnand moved to accept and authorize the \$131,111.08 for preconstruction tasks. Perri Gardner seconded the motion. Roll call vote showed that all board members present voted in favor of the motion.

Agenda Item 10 - Public input and/or items from the Urban Renewal Agency Board or staff.

A question was directed to Councilman Talkington regarding the appearance of no action going on at the future city hall building. Talkington responded that Starr is working on the public safety facility first, then will move to city hall. Deputy City Manager, Mitch Humble, added the demolition was completed while there was good weather and the 100% drawings for city hall were recently finished. The city hall project will soon be going out for bids. He clarified that there are four projects that Starr Corp. is working on which included two at the police station, one at city hall, one at the commons. There is an agreement between the Agency and the City that once the plans are completed for the commons area, and accepted by both the Agency and the City, Starr Corp. will coordinate construction.

Agenda Item 11 - Adjournment to Executive Session:

- a. 74-206(1)(a) to consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need.
- b. 74-206(1)(c) to acquire an interest in real property not owned by a public agency.

Chairman Brizee requested to adjourn to executive session. Neil Christensen moved to go into executive session and Gary Garnand seconded the motion. Roll call vote showed that all board members present voted in favor of the motion. Brizee announced the board will not be returning to open session.

Agenda Item 12 - Adjourn.

The meeting adjourned at 1:15 pm.

Next regular meeting: Monday, November 14, 2016 @ 12:00 pm.

Respectfully submitted,



Lorrie Bauer
Administrative Assistant