THE URBAN RENEWAL AGENCY
OF THE CITY OF TWIN FALLS

URBAN RENEWAL AGENCY
SPECIAL MEETING MINUTES
June 3, 2011

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

Present:

Gary Garnand	URA Chair
Tom Frank	URA Vice Chair
Cindy Bond	URA Secretary
Larry Hall	URA Member
Bob Richards	URA Member
Bill Koch	URA Member
Leon Smith	URA Member

Also present:

Melinda Anderson	URA Executive Director
Mitch Humble	Twin Falls Community Development Director
Renèe Carraway	Twin Falls City Zoning and Development Manager
Pete Anderson	Myers-Anderson Architecture
Katy Touchette	Executive Assistant

Chair Gary Garnand called the meeting to order at 12:00 p.m.

After introducing Executive Assistant Katy Touchette, who was filling in for Trudi Nutile, Gary Garnand stated that the only item on the agenda was **consideration of a request to approve an agreement with Myers-Anderson Architects to design a new roof for the C3 building, at a cost of $17,500 plus travel expenses.**

Melinda Anderson gave a brief synopsis of the RFQ process the City had gone through to seek an architect for this project. She then introduced Pete Anderson of Myers-Anderson Architects who gave a short presentation regarding his architectural firm and their experience with roofing projects, specifically roof membranes. Members of the URA board asked questions about the cost of the project, how the architects would oversee the project while it was in progress, who the contractor would be, and how the city would be involved in the process. According to Pete Anderson, after architectural drawings were completed and reviewed, and after the project was advertised for a contractor and a contractor was selected, it would most likely be late July or early August before actual work on the roof could be started. As far as unforeseen problems with the roof, Pete Anderson stated that when he was up on the roof he did not feel any soft spots, nor did he notice any water damage when he was inside the building. He added, however, that one can never know until work begins if there are any hidden or unforeseen problems with a construction project.

After a brief discussion, Gary Garnand said he would entertain a motion to accept Myers-Anderson's bid on this project. Tom Frank made a motion to accept the bid submitted by Myers-Anderson to design a new roof for the C3 building at a cost of $17,500 plus travel expenses (which would amount to $500 each time Pete Anderson or someone

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from his firm came to Twin Falls to check on the progress of the roof repair), and Cindy Bond seconded the motion. Roll call vote showed that all URA board members voted to accept the bid as submitted.

Gary Garnand then signed two original copies of the bid proposal, along with a check for $500 as a retainer for Myers-Anderson Architects.

There being no further business, Gary Garnand adjourned the meeting at 12:30 p.m.

Respectfully submitted,

Katy Touchette
Executive Assistant

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There being no further business, Gary Garnand adjourned the meeting at ??????? p.m.

Next regular scheduled Urban Renewal meeting is Monday, June 13, 2011.

Respectfully submitted,

Katy Touchette
Executive Assistant