THE URBAN RENEWAL AGENCY
OF THE CITY OF TWIN FALLS

URBAN RENEWAL AGENCY
MEETING MINUTES
August 8, 2011

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. Those present were:

Present:

Gary Garnand	URA Chair
Tom Frank	URA Vice Chair
Cindy Bond	URA Secretary
Bob Richards	URA Member
Bill Koch	URA Member
Leon Smith	URA Member
Larry Hall	URA Member
Absent:	
Leon Mills	Twin Falls County Commissioner Liaison
Also present:	
Melinda Anderson	Urban Renewal Executive Director
Travis Rothweiler	Twin Falls City Manager (arrived @ 12:41 p.m.)
Lorie Race	Twin Falls City Finance Director (arrived @ 12:41 p.m.
Brent Hyatt	Twin Falls City Assistant Finance Director
Trip Craig	Twin Falls City Council Liaison
Mitch Humble	Twin Falls City Community Development Director (arrived @ 12:41p.m.)
Julie Pence	Twin Falls City Communications Coordinator
Fritz Wonderlich	Twin Falls City Attorney
Renee Carraway	Twin Falls Planning & Zoning
Mark Rivers	Brix & Co.
Trudi Nutile	City of Twin Falls Economic Development, Admin Asst

Chair Gary Garnand called the meeting to order at 12:02 p.m.

Agenda Item – Consent Agenda

Tom Frank moved to accept the consent agenda as presented and Bob Richards seconded the motion. A roll call vote showed all members present voted in favor of the motion.

Agenda Item – Annual review and approval of Agency's 5-year strategy – Strategic Implementation team/Melinda Anderson

Melinda Anderson stated the Strategic Implementation Committee met to review the plan, discuss accomplishments and how the plan might be revised to work better for future activities. Bob Richards reported considerable changes were made to the plan as the initial plan included objectives, such as business recruitment, that are not within the allowable activities under Urban Renewal Agencies. The plan revision increased the focus of downtown revitalization to create more activity and continue the programs and momentum that has begun. Downtown and Old Town have now been combined into one entity for better coordination.

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Melinda mentioned the accomplishments over the last year which included C3,St. Lukes opening an office in Old Town, improving public communications, which include the new website over the last year. Bob added that the current waterline project currently under construction will create infrastructure for the Jayco Industrial Park.

Leon Smith asked what the changes were to the plan. The subcommittee members stated the majority of changes dealt with marketing strategies the URA is not legally able to do such as economic gardening. Marketing was eliminated from the business opportunity portion of the plan. Other changes involved incorporating downtown with Old Town and adding more emphasis to infrastructure.

Leon Smith moved to accept the updated Strategic Plan as presented and Bill Koch seconded the motion. A roll call vote showed all members present voted in favor of the motion.

Melinda thanked the subcommittee for their work on the plan. Gary thanked all the committees for their involvement on various projects over the last several months.

Agenda Item – Public hearing for FY 2012 Budget
Gary Garnand invited the public to make comments regarding the proposed FY 2012 budget.

David Woodhead – 251 5th Avenue East. David works and lives in the downtown area. He does not see many results and each year he continues to see more vacant buildings. The agency continues to spend money for advice on investing in downtown rather than investing the dollars in downtown. He realizes the economy is the biggest problem currently, but he recommends that the board discontinue spending money on advice.

After no further public comment, Chair Garnand closed the public hearing.

Agenda Item – Consideration of a request to approve the Agency's FY 2012 budget – Brent Hyatt
Brent Hyatt distributed a management fee worksheet he used to prepare the preliminary budget and also displayed on the overhead. A number of years ago Gary Evans completed some analysis for time spent by city staff on behalf of the URA. Brent has updated the report with today's numbers provided from each department and the numbers have stayed fairly consistent. The management fee between the city and URA is a result of the worksheet provided.

Leon Smith inquired about the $154,000 overhead listed under expenditures in the staff report and how to correlate that number to the budget. Brent stated this is a combination of expenses and the detailed breakdown is in the actual budget by line item. Melinda Anderson commented this is the first staff report that has accompanied a preliminary budget and is only an overview revenues and expenditures. This report provides information to interested parties in shortened format without having to view the detailed budget.

Tom Frank inquired about the significant differences between the handout and the budget. Brent stated the changes are a result of additional analyses to complete the preliminary budget. Tom also inquired about the audits, which are required by and written into the contracts with the financial institutions. The audits have traditionally always been done by the same company who completes the city's audit. Tom feels the audits should be done separately in the future for transparency. Brent commented this may be a possibility in the future; however, the city is in a contract which includes the URA for the next two years. Tom requested Melinda notify the board if there are any other group contracts that include the Agency.

Melinda asked Brent if an independent audit would increase the transparency of the Agency. Brent believes transparency is public perception and the Agency would be perceived as more independent from the city. The URA is a component of the city, so the audits are dependent on one another and a separate audit could be included in the city's audit.

Leon Smith moved to accept the Fiscal Year 2012 budget as presented and Cindy Bond seconded. A roll call vote showed all members present voted in favor of the motion.**Agenda Item – Downtown redevelopment activity update – Mark Rivers, Brix & Co.**

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Mark Rivers updated the board on the Banner's building that he has talked to prospective parties over the last 90 days. Opportunity remains in the building and Mark has spoken to several arts organizations and/or businesses that may have an interest in the building. Mark continues to have contact with the owners' representatives who are flexible in terms of continuing to work with Mark and the Agency to see if something can be done. Mark suggested meeting with one of the subcommittees in the next couple of weeks and talking about what the details involve.

Mark met with Melinda about possibly issuing RFP's for two agency owned properties known as Red's and the property on 2nd Avenue South. This will engage the public and solicit interest in the property.

Mark continues meeting with investors and prospective users next week and will be back in town next week touring property. In addition, he's learned privately held Old Town property might become available for reuse. The properties may have opportunity for redevelopment due to the location. Mark is working with the owners to possibly align some perspective parties that might have interest in the property.

Mark asked the board to consider the importance of downtown parking as they try to attract look for anchors or redevelop major properties.

Mark volunteered to work with some of the sub-committees or executive committee and how to align some of the strategic plan initiatives to the work that is being done.

Leon Smith inquired if all of the alternatives discussed about the Banner building are contingent upon the Agency owning the building. Mark stated it may or may not be. Most important is identifying parties who are in the arts and creative community who have an interest in being downtown together. Mark has had discussions with Magic Valley Arts to locate in the building. The goal is to provide a platform for users' downtown that will bring synergy and new people/groups downtown. The owners want to create economic stability for the building and may be willing to retain ownership.

Agenda Item – Communications update – Mike Tracy/MSVM
Mike Tracy is unable to attend and provided a written update.

Agenda Item – Public input and/or items from the Urban Renewal Agency Board
Tom Frank thanked Brent Hyatt for the extra financial documentation.

Agenda Item – Adjournment to Executive Session: Idaho Statute 67-2345 (1)(e) – To consider preliminary negotiations involving matters of trade or commerce in which the governing body is in competition with governing bodies in other states or nations
Tom Frank made a motion to adjourn to Executive Session and Bill Koch seconded the motion. A roll call vote showed all members present voted in favor of the motion. The board adjourned to Executive Session at 12:41 p.m.

The board reconvened from Executive Session at 1:47 p.m.

There being no further business, Gary Garnand adjourned the meeting at 1:47 p.m.

Next regular scheduled Urban Renewal meeting is Monday, September 12, 2011.

Respectfully submitted,

Trudi Nutile
Administrative Assistant

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