THE URBAN RENEWAL AGENCY
OF THE CITY OF TWIN FALLS

URBAN RENEWAL AGENCY
MEETING MINUTES
September 12, 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

Also present:

Melinda Anderson	Urban Renewal Executive Director
Don Hall	Twin Falls City Mayor
Brent Hyatt	Twin Falls City Assistant Finance Director
Trip Craig	Twin Falls City Council Liaison
Leon Mills	Twin Falls County Commissioner Liaison
Renee Carraway	Twin Falls Planning & Zoning
Kendra Jenks	K & G Property Management
Mark Rivers	Brix & Co.
Mike Tracy	Tracy Communications
Trudi Nutile	City of Twin Falls Economic Development, Admin Asst

Chair Gary Garnand called the meeting to order at 12:03 p.m.

Agenda Item – Consent Agenda

Tom Frank moved to approve the consent agenda as submitted, Bob Richards 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 approve K & G Property Management agreement and a budget for FY 2012 (C3 property) of $50,535.63

Melinda Anderson reviewed the memo prepared by Kendra Jenks summarizing the services provided by K & G Property Management for property located at 851 Poleline Road. Melinda then showed the approved budget of $49,048.50 for FY 2011 on the overhead followed by the new budget proposal. The FY 2012 proposal is broken down monthly by line item for a total of $50,535.53 or 3% increase over last year. Services provided are similar to last year with the exception of roof repairs, which Melinda confirmed with architect Myers-Andersen that the new roof warranty will cover any repair costs for the upcoming fiscal year.

Bob Richards inquired of Kendra Jenks if she foresees any short term issues over the next two-three years the board should be aware of. Kendra reports there are no issues at this time; they have budgeted enough in the HVAC account to cover items like a compressor. Kendra mentioned some landscaping needs will be taken care of next year in conjunction with the Concept 91 partners to spruce up the landscaping next year with new bark and other items that have been neglected for the last few years.

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Bob Richards moved to approve the FY 2012 budget and contract for K & G Property Management. Tom Frank seconded the motion and a roll call vote showed all members present voted in favor of the motion.

Agenda Item – Downtown redevelopment activity update – Mark Rivers, Brix & Co.
Mark Rivers reported on three project areas. He continues to meet with Gillespies, the owners of the Banner building. They express a continued willingness to work with the URA to find the best possible solution for the building. Mark is actively working with their real estate agent to source prospective users for the building trying to stay within the genre of arts. Secondly, he continues to focus on tenant and business recruitment. Mark met with owners to discuss what type of improvements might need to be done to entice a tenant to lease their building. Lastly, Mark continues to identify potential opportunities in the Old Town area. A couple of privately owned properties have shown some interest in the last couple of months.

Tom Frank inquired if the option for the Banner building expired and Mark confirmed the expiration.

Agenda Item – Communications update – Mike Tracy/MVSM.
Mike Tracy reported that excellent news came from the C3 expansion to increase their work force by 300 people resulting in good media coverage. Mike commented on the video project as reported in the update is a pro bono project they are developing in-house that can be used as a presentation throughout the community. The rough cut has been reviewed and they are now in the process of finalizing the video with music, narration, audio and video elements lasting about 3 minutes. Public and private sources provided material for the production. Mike anticipates having the final cut the 1st week of October for the board to review.

Agenda Item – Public input and/or items from the Urban Renewal Agency Board
Melinda covered the itinerary for the Urban Renewal property tour scheduled for today at 1:00 p.m. The tour includes stops in Downtown (Banners) and Old Town with Mark Rivers providing more insight on possible projects, C3 (the new roof and skylight project is nearly complete,) Jayco Industrial Park and a stop at Hankins and Kimberly Road to view the new waterline. Gary Haderlie with JUB Engineers will be available to explain and answer questions regarding the waterline project. Melinda thanked CSI for donating vans for the tour and Cindy Bond and Don Hall for driving.

The website is close to completion but we are working on the meeting piece with the developer to make it easier to navigate and more user friendly. Tom inquired about additional BID applications. Melinda reported that we've had one property owner inquiry with approximately $3,000 uncommitted funds. Staff will be making phone calls to approved applicants who have not started their projects to obtain updates and inform them of their time limit to complete the project. Applicants have six months to complete the project from approval date, so those who are not planning to continue with the improvements may free up funds for additional applicants. Melinda showed before and after pictures of two completed projects; John Coleman and Susan Hall.

There being no further business, Gary Garnand adjourned the meeting at 12:21 p.m.

Next regular scheduled Urban Renewal meeting is Monday, October 10, 2011.

Respectfully submitted,

Trudi Nutile
Administrative Assistant

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