



Urban Renewal Agency Agenda

Monday, November 18, 2024, 12:00 PM

Council Chambers
203 Main Avenue East, Twin Falls, Idaho

Commissioners: Rudy Ashenbrener, Dan Brizee, Jan Rogers, JJ McBride, Dave McAlindin, Eric Smallwood, Jennifer Colvin

- 1) Confirmation of Quorum/Call Meeting to Order
- 2) Conflict of Interest Declaration
- 3) Consent Calendar
 - a) **ACTION ITEM:** Request to approve 1) Minutes from the September 30, 2024, special meeting, 2) Minutes for the October 14, 2024, meeting; 3) October 2024 Financial Report, and 4) November 2024 Accounts Payable.
By: Lorrie Bauer, Administrative Assistant
- 4) Reports/Updates
 - a) Executive Director's Report
By: Shawn Barigar, URA Executive Director
- 5) Items of Consideration
 - a) **DISCUSSION:** Discussion of revised draft of Development Assistance Participation Program guidelines and potential policy.
By: Shawn Barigar, Executive Director
- 6) Public Input and Announcements
- 7) Upcoming Meeting(s)
 - a) December 16, 2024, @ 12:00pm.
- 8) Executive Session
 - a) **ACTION ITEM:** Convene in Executive Session per Idaho Code 74-206(1)(c) to acquire an interest in real property not owned by a public agency.
(The meeting will not return to open session.)
- 9) Adjournment

Any person(s) needing special accommodations to participate in the above-noticed meeting could contact Lorrie Bauer (208) 735-7313 at least two working days before the meeting. Si desea esta información en Español, por favor llame a Josh Palmer al teléfono (208) 735-7312.



Urban Renewal Agency Minutes

Monday, September 30, 2024, 11:00 AM

**** SPECIAL MEETING ****

Council Chambers
203 Main Avenue East, Twin Falls, Idaho

Commissioners: Rudy Ashenbrener, Dan Brizee, Jan Rogers, JJ McBride, Dave McAlindin, Eric Smallwood, Jennifer Colvin

1) Confirmation of Quorum/Call Meeting to Order

Present: Rudy Ashenbrener, Dave McAlindin, Jennifer Colvin, and Eric Smallwood via phone,
Absent: Jan Rogers, JJ McBride, Dan Brizee
Staff Present: Executive Director Shawn Barigar, Assistant Finance Director Parker Scherer, Deputy City Manager Mitch Humble, Deputy City Clerk Amy Luna
Chairperson Ashenbrener called the meeting to order at 11:02 am.

2) Items of Consideration

- a) Public Hearing for the proposed FY2024 Budget Amendment.
Chair Ashenbrener opened the public hearing. No comments were received. The public hearing was closed.
- b) Consider Resolution No. 2024-07 adopting the Amended FY2024 Budget.
Assistant Finance Director, Parker Scherer, shared the amendment is due to the reallocation of funds from the redevelopment fund to the debt service fund. The public hearing notice had been published in the paper twice and the public hearing has been held.
MOTION: Dave McAlindin moved to approve Resolution 2024-07 adopting the amended FY2024 budget. Jennifer Colvin seconded the motion. Roll call vote showed all members present voted. Approved 4 to 0.

3) Public Input and Announcements

Executive Director, Shawn Barigar, shared that the next regular meeting is scheduled for November 14th and because there is not a potential for a 2/3 vote today, the Executive Session is canceled.

4) Upcoming Meeting(s)

- a) October 14, 2024, @ 12:00 pm.

5) Executive Session

- a) Idaho Code 74-206(1)(c) to acquire an interest in real property not owned by a public agency.
Canceled.

6) Adjournment

MOTION: Dave McAlindin moved to adjourn. Jennifer Colvin seconded the motion. Roll call vote showed all members present voted in favor of the motion. The meeting adjourned at 11:14 AM.



Urban Renewal Agency Minutes

Monday, October 14, 2024, 12:00 PM

Council Chambers
203 Main Avenue East, Twin Falls, Idaho

Commissioners: Rudy Ashenbrener, Dan Brizee, Jan Rogers, JJ McBride, Dave McAlindin, Eric Smallwood, Jennifer Colvin

1) Confirmation of Quorum/Call Meeting to Order

Present: Rudy Ashenbrener, Dan Brizee, Jan Rogers, JJ McBride, Dave McAlindin, Eric Smallwood, Jennifer Colvin

Absent: None

Staff Present: Shawn Barigar, Executive Director; Lorrie Bauer, Administrative Assistant; Parker Scherer, Assistant Finance Director; Jesse Schuerman, Staff Engineer; Jonathan Spendlove, Planning & Zoning Director; Ruth Pierce, City Council Liaison; Breanna Howard, Finance Director; Travis Rothweiler, City Manager; and Mitch Humble, Deputy City Manager.

Chair Ashenbrener called the meeting to order at 12:00 PM. A quorum was present.

2) Conflict of Interest Declaration

None.

3) Consent Calendar

- a) Request to approve 1) Minutes for the September 16, 2024, meeting; 2) September 2024 Financial Report, and 3) October 2024 Accounts Payable.

MOTION: Jan Rogers moved to approve the consent calendar as presented. Dave McAlindin seconded the motion. Roll call vote showed all members present voted in favor of the motion.

4) Reports/Updates

- a) Executive Director's Report

Executive Director, Shawn Barigar, voiced his report as included in the agenda packet. He added the September 30, 2024 special meeting minutes will be on the November agenda for approval. He also noted the weeds around the Agency properties are getting cleaned up.

- b) Orchard Drive East Urban Renewal Project update on Gemini Business Park.

Tyler Davis-Jeffers from Summit Creek Development shared the update. Site paving and landscaping are in progress. Tenants have been found for two of the buildings with possible occupancy by the end of the month. Concrete sealing is also in progress on Champlin Road; Gemstone Drive will also be concrete. All buildings have insulated concrete wall panels, R13 value, with R30 roof. He shared changes to the master plan to adapt to tenant interests and the market. The third phase will require some changes to the city's infrastructure to enable the project to move forward due to water pressure issues and the need for an increase in water capacity. The final plat process for phase one is in progress and near completion. Discussion ensued. Executive Director, Shawn Barigar, shared that we are getting inquiries from the Department of Commerce for various projects. He also noted documentation has been

received from Tyler's team for potential reimbursement of the public improvements that have been made in which we'll review and tabulate costs for future reimbursement when increments are received.

5) Items of Consideration

- a) Consider approval of the Schedule of Regular Meetings for 2025.

MOTION: Eric Smallwood moved to approve the schedule of regular meetings for 2025 as presented. Jennifer Colvin seconded the motion. Roll call vote showed all members present voted. Approved 7 to 0.

- b) Consideration of a request to approve Resolution No. 2024-08 approving the Urban Renewal Plan for the Southwest Urban Renewal Project.

The agency's Special Counsel, Meghan Conrad, presented the proposed Southwest Urban Renewal project plan. The Washington Street South plan that was previously in this area was formally terminated. During that termination process, an eligibility study was conducted for the proposed Southwest area. The State Tax Commission has preliminarily reviewed the surveyed map and legal description, and it does meet their requirements. The economic feasibility study was interpreted, and the results do find this proposed project meets the requirements for a district and is economically feasible.

She noted Attachment 4, the land use and zoning maps of this commercial and industrial area, are being prepared and will be included in the final packet. Other items still in progress include agricultural operation consents and the annexation of one parcel. Potential next steps were shared. All tasks should be completed by 12/31/2024.

MOTION: Jan Rogers moved to approve Resolution No. 2024-08 adopting the Urban Renewal Plan for the Southwest Urban Renewal Project, directing staff to make corrections to the Plan as discussed at the meeting, directing staff to finalize plan attachments, and directing staff to submit the Agency Resolution, Plan, and other information to the City to take appropriate action. Dave McAlindin seconded the motion. Roll call vote showed all members present voted in favor of the motion, 7 to 0.

6) Public Input and Announcements

Commissioner McAlindin shared that long-time City employee, Pat Stewart, passed away.

7) Upcoming Meeting(s)

- a) November 18, 2024, @ 12:00 pm.

8) Executive Session

No executive session was held.

9) Adjournment

MOTION: JJ McBride moved to adjourn. Eric Smallwood seconded the motion. Roll call vote showed all members present in favor of the motion. The meeting adjourned at 12:48 PM.

Urban Renewal Agency of the City of Twin Falls, ID
Profit & Loss
October 2024

	Oct 24
Ordinary Income/Expense	
Income	
Investment Income	21,905.24
Rental Income	3,883.33
Total Income	25,788.57
Gross Profit	25,788.57
Expense	
Legal Expense	3,104.16
Meeting Expense	172.50
Professional Fees	5,000.00
Total Expense	8,276.66
Net Ordinary Income	17,511.91
Net Income	17,511.91

Urban Renewal Agency of the City of Twin Falls, ID
P&L Over (Under) Budget - YTD
October 2024

	Oct 24	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Contributions	0.00	343,903.00	-343,903.00	0.0%
Investment Income	21,905.24	200,400.00	-178,494.76	10.9%
Other Income	0.00	150,000.00	-150,000.00	0.0%
Property Taxes	0.00	4,627,041.00	-4,627,041.00	0.0%
Rental Income	3,883.33	46,600.00	-42,716.67	8.3%
Total Income	25,788.57	5,367,944.00	-5,342,155.43	0.5%
Gross Profit	25,788.57	5,367,944.00	-5,342,155.43	0.5%
Expense				
Bond Trustee Fees	0.00	5,000.00	-5,000.00	0.0%
Community Relations & Web...	0.00	10,000.00	-10,000.00	0.0%
Debt Payments - Interest	0.00	476,988.00	-476,988.00	0.0%
Debt Payments - Principal	0.00	714,945.00	-714,945.00	0.0%
Dues and Subscriptions	0.00	4,600.00	-4,600.00	0.0%
General Development Projec...	0.00	500,000.00	-500,000.00	0.0%
Insurance Expense	0.00	11,294.00	-11,294.00	0.0%
Legal Expense	3,104.16	35,000.00	-31,895.84	8.9%
Management Fee	0.00	208,000.00	-208,000.00	0.0%
Meeting Expense	172.50	4,000.00	-3,827.50	4.3%
Miscellaneous	0.00	500.00	-500.00	0.0%
Office Expense	0.00	500.00	-500.00	0.0%
Prof. Dev.\Training	0.00	7,500.00	-7,500.00	0.0%
Professional Fees	5,000.00	10,000.00	-5,000.00	50.0%
Property Maintenance	0.00	10,000.00	-10,000.00	0.0%
Property Tax Expense	0.00	0.00	0.00	0.0%
RAA 4-3 (Chobani)				
Debt Pay. (Chobani) Interest	0.00	1,474,262.00	-1,474,262.00	0.0%
Debt Pay. (Chobani) Princi...	0.00	2,195,473.00	-2,195,473.00	0.0%
Total RAA 4-3 (Chobani)	0.00	3,669,735.00	-3,669,735.00	0.0%
Real Estate Purchase	0.00	150,000.00	-150,000.00	0.0%
Total Expense	8,276.66	5,818,062.00	-5,809,785.34	0.1%
Net Ordinary Income	17,511.91	-450,118.00	467,629.91	-3.9%
Other Income/Expense				
Other Income				
Transfers In	0.00	-4,254,726.00	4,254,726.00	0.0%
Transfers Out	0.00	4,254,726.00	-4,254,726.00	0.0%
Total Other Income	0.00	0.00	0.00	0.0%
Net Other Income	0.00	0.00	0.00	0.0%
Net Income	17,511.91	-450,118.00	467,629.91	-3.9%

November 2024 Accounts Payable

<u>Check #</u>	<u>Date</u>	<u>Name</u>	<u>Amount</u>	<u>Account</u>	<u>Memo</u>	<u>Class/Fund</u>
4833	11/7/2024	Garcia Land Surveying	10,136.00	Professional Fees	Southwest Project Area Survey-Map-Legal / #2024-077	General
4834	11/13/2024	Assoc. of Idaho Cities	45.00	Dues & Subscriptions	ICCTFOA Membership - Lorrie Bauer / #12698	General
4835	VOID					
4836	11/13/2024	Column Software, PBC	884.91	Legal Expense	Southwest Project Area CC Public Hrg / #99546C69-007	General
4837	11/13/2024	Elam & Burke	1,175.00	Legal Expense	Prof Fees for October 835-2 / #21211317	General
4837	11/13/2024	Elam & Burke	3,942.00	Legal Expense	Prof Fees for October 835-4 / #211318	RAA Wash St S
4838	11/13/2024	Lorrie Bauer	518.67	Prof Dev / Training	ICCTFOA Conference Hotel / #548527	General
4839	11/13/2024	Redevelopment Assoc. of ID	4,600.00	Dues & Subscriptions	FY2025 Membership & Legislative Contribution	General
4840	11/13/2024	Shawn Barigar	117.32	Meeting Expense	20241014 Meeting Lunch (ID Pizza)	General
4841	11/13/2024	Ward Lawn Services	2,800.00	Property Maintenance	Weed Removal on Agency properties / #113	General
4842	11/13/2024	City of Twin Falls	208,000.00	Management Fee	Management Fee for 2024-25	General



Date: Monday, November 18, 2024
To: Urban Renewal Agency of the City of Twin Falls
From: Shawn Barigar

Executive Director's Report

1. The process to establish the new Southwest Urban Renewal Area is continuing on schedule. Following your adoption of the Urban Renewal Plan last month, staff completed the agricultural consents with the five property owners within the new area. One of the annexations of property included in the proposed area has been completed. The other is anticipated to be completed the week of December 9, 2024. Publication of the notice of public hearing before the City Council and notification to the overlapping taxing districts has occurred. The Planning and Zoning Commission will review the plan for concurrence with the City's Comprehensive Plan at its meeting on Tuesday, November 19. The public hearing on the plan will be held at the City Council meeting on Monday, December 16. If the Council does not dispense with the reading rules and place the ordinance adopting the plan on third and final reading on that date, a subsequent meeting is scheduled for December 23 to consider final adoption of the plan. If the Council approves, we'll get the plan appropriately finalized by the end of the calendar year.

2. We were excited to co-host a ribbon cutting with the Twin Falls Area Chamber of Commerce at Gemini Business Park on Wednesday, November 13, 2024, to welcome CRC Global Solutions. This is the first tenant in the business park to begin operations. CRC Global Solutions is a supply chain logistics, transportation, and warehousing company with business units worldwide. They will work primarily with agricultural products in their warehousing here, specializing in seed and herbicide/pesticide products. They are currently occupying 50,000 square feet at Gemini and have broken ground for an additional 100,000 square foot building at the site. They're currently employing about 10 people and anticipating growing to more than 20 with their expansion next year.

3. Gemini Business Park continues progress toward completion of their initial three buildings. They've shared that they have additional tenants to be announced soon. Staff is working through the appropriate documentation of the public improvements that have been completed at the site to verify eligibility for reimbursement.

4. The City Council is preparing to move forward with appointing a citizen involvement ad hoc committee to explore the potential development of a multi-use event center. The Council allocated funding from State and Local Fiscal Recovery Funds under the American Rescue Plan Act to support a feasibility study for the center. I've recommended to the Council that a representative from the Urban Renewal Agency Board be considered for appointment to this committee. Depending on potential locations identified for a center, the Agency could prove to be a key partner in the future. The economic development department will be providing the staff support for this committee. We will keep you posted on the Mayor's consideration of the recommendation to appoint one of you to the committee.

Attachments:

None



Date: Monday, November 18, 2024
To: Urban Renewal Agency of the City of Twin Falls
From: Shawn Barigar, Executive Director

DISCUSSION

Request:

Discussion of revised draft of Development Assistance Participation Program guidelines and potential policy.

Background:

The Board has asked staff to work toward outlining a more formalized set of guidelines or policies related to Agency participation to support private development. This discussion will continue the review of a draft Development Assistance Participation Program, updated to include items discussed at the September 2024 Urban Renewal Agency Board meeting.

Approval Process:

N/A

Budget Impact:

N/A

Regulatory Impact:

N/A

Conclusion:

The Board should provide input and direction related to this updated draft of guidelines and policies related to the Development Assistance Participation Program.

Attachments:

1. Development Assistance Participation Program DRAFT

Urban Renewal Agency of the City of Twin Falls Development Assistance Participation Program

Overview & Goals

The Development Assistance Participation Program of the Urban Renewal Agency is designed to support public-private partnership in the Old Towne-2 Urban Renewal Area in Downtown Twin Falls. Through a variety of assistance activities, the Agency strives to encourage private investment in the area, increase valuation of properties, and support employment opportunities within the community.

The primary goal of the Program is to optimize the use of the Agency's financial resources to drive economic development, create suitable public infrastructure, and enhance placemaking within the core of the community.

All activities of the Urban Renewal Agency are governed by Idaho Code in two specific sections:

Idaho Code Title 50 Chapter 20 URBAN RENEWAL LAW

Idaho Code Title 50 Chapter 29 ECONOMIC DEVELOPMENT ACT

Any activities associated with the Development Assistance Participation Program shall comply with Idaho Code.

Additionally, projects within the Old Towne-2 revenue allocation area are subject the Urban Renewal Plan for the Old Towne-2 Urban Renewal Project and shall meet with objectives of the Plan to contribute to enhancing and revitalizing the Old Towne-2 District.

All assistance eligibility is at the sole discretion of the Urban Renewal Agency of the City of Twin Falls and its Board of Commissioners. Any funding assistance will require execution of a participation agreement and contract which has been approved by the Board of Commissioners in a public meeting.

General One Time Assistance Opportunities

The Development Assistance Participation Program allows the Agency to assist private development by reimbursing eligible costs to build and improve public infrastructure. The program is tailored for projects that activate or redevelop deteriorating or underutilized properties, often triggered by a tenant improvement.

Available reimbursement funding correlates with the actual investment made by the developer for both private and public improvements, the impact of those investments on the property valuation (as determined by the Twin Falls County Assessor), and the remittance of new property tax revenue from that new valuation to the Agency.

DEVELOPMENT ASSISTANCE PARTICIPATION PROGRAM	
TAX INCREMENT FINANCE ESTIMATE	
EXAMPLE	
TOTAL DEVELOPMENT COST (INCLUDING CURRENT LAND VALUE)	\$ 4,000,000
CURRENT ASSESSED VALUE	\$ 500,000
ADDED TAX VALUE	\$ 3,500,000
MULTIPLY BY 80% TO ACCOUNT FOR VARIANCES IN VALUATION = NEW PROJECT VALUE	\$ 2,800,000
MULTIPLY NEW PROJECT VALUE x LEVY RATE (.009) = ANNUAL TIF	\$ 25,200
20 YEAR LIMIT	\$ 504,000

***Items to consider:**

- Available TIF will reduce each year correlating with end of life of the area
- No retention of TIF for Agency support
- Should annual TIF amount 'awarded' be reduced or correlate to a scoring? Matched?
- Should there be a limit on maximum valuation to qualify for this program before it becomes a negotiated owner-participation agreement or other mechanism?

Other options:

- Set a 'not to exceed' amount AND matching funds from developer
- For example, CCDC limits to \$200,000 per project and 50/50 match from developer:

EXAMPLE	PRIVATE IMPROVEMENTS	PUBLIC IMPROVEMENTS	TOTAL BUDGET	CCDC REIMBURSEMENT
New Construction	\$1.2 million	\$300,000	\$1.5 million	\$200,000
Major Exterior Remodel	\$800,000	\$150,000	\$950,000	\$150,000
Minor Exterior Remodel	\$50,000	\$150,000	\$200,000	\$100,000
Public Improvements Only	\$0	\$150,000	\$150,000	\$75,000

Eligible Expenses

The Development Assistance Participation Program may assist private and public development projects with improvements that benefit the public or are in a public right of way or easement.

These Eligible Expenses generally include:

- Sidewalks, ADA pedestrian facilities, street lights, sidewalk furnishings
- Streets, curb, and gutter
- Bicycle facilities (public bike paths, lanes, parking facilities)

- Landscaping and streetscaping in the public right of way (street trees, irrigation, planting beds, planters, pavers)
- Utility main lines and distribution facilities (water, wastewater, pressurized irrigation, electricity, natural gas, telecommunications)
- Twin Falls Canal Company irrigation infrastructure
- Public plazas or parks
- Public parking
- Public art
- Impact fees
- Façade restoration with perpetual building façade easement

Ineligible Expenses

Expenses that encompass costs which are outside of the public improvements are ineligible. These Ineligible Expenses generally include design and engineering, permitting, mobilization, land costs, and developer's profit/overhead.

Process

Developers or property owners interested in eligibility for the Development Assistance Participation Program should contact the Urban Renewal Agency staff as early in the development process as possible and ideally before design has been finalized. Applications must be submitted prior to the issuance of building permits.

1. Contact Urban Renewal Staff to discuss project. Staff will guide developer on which participation program type best fits the project and funding availability as well as connection to City staff and other jurisdictions as may be needed to understand permitting and entitlement.
2. Developer submits application to Agency (form being drafted to include detail on the property, project overview, how the project meets the goals of the urban renewal project area, requested assistance, etc.)
3. Staff presents project to the Board for designation as eligible for participation. Board may provide feedback or revisions to the request.
4. Staff informs developer of eligibility and any conditions requested by the Board.
5. Staff and developer draft formal participation agreement and contract.
6. Agreement is presented to the Board for consideration for approval.
7. Developer completes project and associated public improvements.
8. Developer notifies Agency of completion of project, submits cost documentation and sign-off of appropriate jurisdictions (building occupancy, acceptance of public improvements by City/Idaho Power/others) as outlined in the agreement and contract.
9. Staff verifies cost documentation for eligible expenses and issues confirmation letter.
10. Agency reimburses for eligible expenses according to timeline in agreement and contract.