



MEETING MINUTES

January 11, 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
Dexter Ball	URA Vice Chairman
Neil Christensen	URA Secretary
Perri Gardner	URA Member
Bob Richards	URA Member
Gary Garnand	URA Member
Brad Wills	URA Member

Also present:

Travis Rothweiler	City Manager / Interim Urban Renewal Executive Director
Lorrie Bauer	City Administrative Assistant
Brent Hyatt	City Assistant Finance Officer
Greg Lanting	City Council Liaison to URA
Fritz Wonderlich	City Attorney
Josh Palmer	City Public Information Officer
Mitch Humble	Deputy City Manager
Chris Talkington	City Council Member
Jackie Fields	City Engineer
Mandi Roberts	Otak, Inc.
Gary Haderlie	JUB Engineers
Clint Sievers	Hummel Architects

Agenda Item 1 – Call meeting to order.

Chairman Brizee called the meeting to order at 12:02 p.m.

Agenda Item 2 – Consent Agenda: a) Review and approval of minutes from the December 14, 2015 regular meeting and b) Review and approval of January 2016 financial report.

Gary Garnand moved to accept the consent agenda as submitted and Bob Richards seconded the motion. There was a clarification regarding the process of paying the invoices for the Clif Bar project. A roll call vote showed that all board members present voted in favor of the motion.

Agenda Item 3 – Main Avenue Project Update – Mandi Roberts.

Mandi Roberts shared that Otak is working towards the 90% design of Phase 1A which is scheduled for completion later in January. They are also working on the demolition package with Hummel and Starr Corp. She stated they are creating three separate bid packages to maximize the flexibility in how the demolition could take place, as well as being able to track the cost of the three areas of demolitions

(Rogerson, Banner, and fountain) separately due to the different sources of funding. The draft plans and specifications have been completed and submitted for review. The demolition package is scheduled to go out for bid the end of January with demolition beginning in February, hopefully.

Mandi then showed a drawing of how the City Hall and downtown commons are related to each other and what the space could look like. She shared the Project Advisory Committee (PAC) wants to use the drawing for promotion material and as communication to the public regarding the project. Next, she shared the PAC discussed the timing and phasing of construction with the question “would there be an economies of scale and savings if Phase 1A and 1B were bid together as one package?” There was a lot of PAC support for the idea. Travis Rothweiler explained that due to the business cycle, the construction is planned to begin at one of the downtown’s busiest times of the year. He stated the PAC recommended to bid it as one package in hopes the construction schedule would line up with their business cycle. He added that this would also give us the opportunity to possibly capture additional economies of scale and a chance to bring in a contractor interested in a larger project. Travis shared the next step is to communicate the idea to the downtown community within the project area and get their input, including a phone conference, before the next PAC meeting. If bid as one project, not only will the construction timeline be shorter, the construction could be phased to begin in February 2017, which is preferred by the business owners in that area who attended the PAC meeting. He noted this would not change the other parts of the project. Alleyways would be completed after Main Avenue, except for the alley areas behind the Rogerson and Banner buildings (approximately Shoshone to Idaho St.). After additional discussion, an update will be scheduled for the next meeting. Travis added there will be promotions prior to and during construction to advertise the downtown will be open for business and give people reasons to go downtown.

Mandi finalized the agenda item by stating the downtown plaza design details include a water/stream like feature created with colored and textured concrete and they are looking into the possibility of using concrete that could be stamped with text or prints (example: animal tracks, fish imprints, messages).

Agenda Item 4 – Discussion on the City’s Economic Development Director and the Twin Falls Urban Renewal Executive Director’s role and position – Travis Rothweiler.

Travis explained there had been previous conversations about possible staffing changes and before recruiting for the current role he wanted to do a process/position review to determine if current role still fits the needs of the URA and the City of Twin Falls for the future. The current roll is a professional with economic development skillsets that oversees the Urban Renewal aspects rather than tax increment skillsets. Per the current agreement, the Urban Renewal Agency pays the City for professional services in which part goes to the Urban Renewal Director. Before search begins for the next director, Travis asked the Board for their input on what skillsets/characteristics they would like the new person to have. Comments suggested creating two positions: Economic Development Director and add a deputy with economic development skillsets. There was concern on how to fund the second position in later years. Next month Travis will report the comments received from the URA Board, City Council, and the Economic Development Ready Team as well as make a recommendation on how to move forward.

Agenda Item 5 - Public input and/or items from the Urban Renewal Agency Board

None.

Agenda Item 6 – Adjournment:

- Executive Session 74-206(1)(a) to consider hiring a public officer, employee, staff member or individual agent, whose qualities are to be evaluated in order to fill a particular vacancy or need, not to fill a vacancy in an elective office or deliberate staffing needs in general.
- Executive Session 74-206(1)(c) to acquire an interest in deliberating labor negotiations or acquisitions of interests in real property not owned by a public agency.

Perri Gardner made a motion to adjourn to executive session. Neil Christensen seconded the motion. Roll call vote showed that all board members present voted in favor of the motion. Chairman Brizee announced they would not be returning to open session.

The meeting adjourned at 1:00 p.m.

Next regular scheduled Urban Renewal meeting is Monday, February 8, 2016 @ 12:00 p.m.

Respectfully submitted,

Lorrie Bauer
Administrative Assistant