THE URBAN RENEWAL AGENCY OF THE CITY OF TWIN FALLS

# Urban Renewal Agency Minutes

Monday, August 13, 2018, 12:00 PM

Council Chambers
203 Main Avenue East- Twin Falls, Idaho

**Members:** Dexter Ball, Perri Gardner, Suzzane Cawthra, Rudy Ashenbrener, Cindy Bond, Andy Hohwieler, Doug Vollmer

## 1) Confirmation of Quorum/Call Meeting to Order

| | |
|---|---|
| Present: | Dexter Ball, Perri Gardner, Rudy Ashenbrener, Suzzane Cawthra, Cindy Bond, Doug Vollmer. |
| Absent: | Andy Hohwieler. |
| Staff Present: | Nathan Murray, Executive Director; Brent Hyatt, Assistant Finance Officer; Lorrie Bauer, Secretary; Fritz Wonderlich, City Attorney; Jonathan Spendlove, Planning and Zoning Director; Mitch Humble, Deputy City Manager; Don Hall, County Commissioner, and Nikki Boyd, City Council Liaison. |

Chairman Ball called the meeting to order at 12:01 PM.
A quorum was present.

## 2) Consideration of Amendment(s) to the Agenda

None.

## 3) Consent Calendar

a) Request to approve 1) Minutes for July 9, 2018 meeting; 2) July 2018 Financial Report; 3) August 2018 Accounts Payable.
**MOTION:** Perri Gardner moved to approve the consent calendar. Suzzane Cawthra seconded the motion. Roll call vote showed all members present voted. Approved 6 to 0.

## 4) Reports/Updates

a) Responsibility, Limitations and Code of Ethics of the Urban Renewal Agency of the City of Twin Falls.
Nathan suggested a Retreat for the board members to review the roles and responsibilities of an Urban Renewal Agency as well as review the Idaho Code, legal requirements and ethics. He also suggested a review of the current strategic plan since it is outdated. The retreat will be scheduled at a later date.

b) Executive Director's Report
Legal counsel for 2018-19: Our legal counsel is retiring September 30, 2018 and when the new fiscal year starts, October 1st, it is unknown if the City will have the position filled. The URA pays a yearly management fee which includes legal counsel. Nathan shared a few options for thought and that he's in the process of creating a matrices showing what the costs could be. The information will be shared and discussed at a later date.

160 Main Ave. S Development Agreement: The next meeting with the Development group is scheduled for this Wednesday. The developer's proposal asked the URA to deliver a clean site (est. $150,000-$300,000) and contribute towards the parking structure. A couple estimates for demolition have been received: 1) $116,000 to demolish the structure and backfill the site; and 2) $300,000 to demolish the structure, backfill the site, and shore up the tenant wall next door (which needs to be done). Estimates will be confirmed to contain all required tasks prior to approval. Specific costs for the parking structure have not yet been received so contribution details with a not to exceed amount have not yet been discussed.

Oversight Subcommittee: In 2016, this Board adopted the Project Governance Model for the Main Avenue project. It allowed the executive director to approve change orders valued up to $5,000 with a maximum of $30,000 per month and the Oversight Subcommittee (three Agency board members) to approve change orders valued from $5,001 to $15,000 with a maximum of $100,000 per month to keep the project moving along. Any change order above $100,000 would be presented to the full board for approval. The model worked well for the Main Ave. project and asked if the Agency should continue the model in some form or fashion with other related expenditures/projects. This could be a topic to discuss at the future retreat.

C3 Parking Lot: The Agency's lease stated that when we discontinue the lease, the lot will be returned in good condition and repair. Concept 91 representatives are asking us to provide a complete overlay at a cost of $108,000. Staff believes crack seal, fog coat and repaint procedures, approx. $30,000, is warranted. The Agency maintained the lot regularly over the years and have photos dated October 2018 showing good condition. Staff agrees some level of maintenance and repair is warranted as was verbalized when the lease ended December 2018, but do not agree that a complete overlay is needed. Staff is waiting to hear the Owner's definition of "good condition and repair" before any maintenance and/or repair is agreed to.

**5) Items of Consideration**

a) Review proposal to amend the URA Boundary.
While showing the current URA area boundary map, Nathan summarized the topic of discussion as explained in the staff report included in the agenda packet. A proposed boundary map was then shown. He briefly explained the process to amend a current area plan or to create a new plan. Both must begin with a Finding of Necessity per Idaho Code. Discussion ensued.

County Commissioner Don Hall shared the county would be willing partners with the URA if they wanted to extend the area past the city limits off Addison Ave. E. Fran Florence commented he enthusiastically supported the inclusion of an area off Addison and explained his reasons. Attorney Wonderlich explained the URA has the authority to extend 5 miles outside the corporate limits, however county commissioner approval is needed beyond that. Wonderlich suggested to set up a new plan area for that location.

Consensus is to move forward with the West Addison area. Board members will drive the proposed boundaries and view the area within so everyone can see and understand why the area is being proposed. Rudy Ashenbrener would like to see the proposal on the September agenda. County Commissioner Hall requested the Agency invite the county commissioners to all meetings regarding the proposed area for communication purposes.

**6) General Input/Announcements - Public/Staff**

Brent Hyatt explained that last year's budget did not include 1) an increase in the interest rate of the Chobani bonds, 2) the acquisition of 160 Main Ave., and 3) a few other things that happened in Area 4-1. Hyatt asked permission to publish a public notice for a budget amendment and have it as an action item at the next meeting.

Dan Brizee commented that a timeline for a resolution of the C3 parking lot issue was a good idea. He shared it was turned over in good shape and since then it looks like nothing has been done and the weeds are substantial at the present time. Cindy Bond agreed this topic needs to be dissolved. Discussion ensued. Nathan will follow up and try to get closure.

Rudy Ashenbrener shared he received an email suggesting a drinking fountain, soap dispensers and shade tarps be added at the commons. He'll bring it up at the next Oversight Subcommittee meeting for discussion.

**7) Upcoming Meeting(s)**

a) Monday, September 10, 2018 at 12:00 p.m.

**8) Adjournment**

The meeting adjourned at 12:52 PM.

Lorrie Bauer

Lorrie Bauer, Secretary