# Urban Renewal Agency
# Minutes

Monday, May 13, 2019, 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**

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|---|---|
| Present: | Dexter Ball, Rudy Ashenbrener, Perri Gardner, Suzzane Cawthra, Andy Hohwieler, Cindy Bond, and Doug Vollmer |
| Absent: | None |
| Staff Present: | Nathan Murray, Executive Director; Brent Hyatt, Assistant Finance Officer; Jesse Schuerman, Engineer; Lorrie Bauer, Secretary; 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 April 8, 2019 meeting; 2) April 2019 Financial Report; 3) May 2019 Accounts Payable.
**MOTION:** Cindy Bond moved to approve the consent calendar. Andy Hohwieler seconded the motion. Roll call vote showed all members present voted. Approved 7 to 0.

**4) Reports/Updates**

a) Review of a DRAFT proposal for the Washington Street South Urban Renewal Project Plan.

Nathan Murray shared Kushlan Associates and Elam & Burke have been working on this proposal and a cost for the development has been identified. Meghan Conrad, of Elam & Burke, presented the draft proposal. She shared the plan narrative that was included in the agenda packet was a guiding document that guides development within the project area that meets the statutory requirements of what must be included in an urban renewal plan. The introduction paragraph sets forth the specific elements that a plan must include. She explained there are significant ramifications for amending a plan, therefore, they are trying to include all possible scenarios in this document.

Ms. Conrad shared Section 500 is the most significant part of the plan being the revenue allocation provision which authorizes the trigger for the revenue stream for the project area.  It identifies the base year of January 1, 2019 (assuming the project area is adopted by December 31, 2019) and will run for a 20 year period, terminating December 31, 2039, with revenue flowing into the Agency in January and July 2040.

Based on a preliminary analysis, she explained how the project was determined to be economically feasible. It was concluded that the project area is estimated to generate approximately $49M in revenue allocation funds for the life of the district as well as approximately $29M in identified public improvement costs. She explained other costs associated with the study which results in a balance of approximately $250,000 at the end of the district life. A summary of projects and spreadsheets showing the estimated costs, cash flow revenue, and increments were referenced. Discussion ensued.

Ms. Conrad anticipates the presentation of the final plan for adoption will be in June or July. Following adoption, 2021 will be the first year the Agency will receive income.

**5) Items of Consideration**

a) Consideration of a request to approve an engagement letter between the Urban Renewal Agency and Valbridge Property Advisers for a fair re-use appraisal of property located at 160 Main Ave South in Twin Falls.

Nathan Murray explained the developer of the project is asking to purchase the site below market value, $100.00, and in order for the Agency to sell at that price, a Fair Reuse Appraisal must be completed by an appraiser. Valbridge Property Advisers proposed to complete the appraisal for $7,500.00. The appraisal would be completed in 3-4 weeks.

The developer has its financing in order and would like to move forward with the project, beginning the end of summer 2019. They are currently working with the Planning & Zoning Commission for a 5 story building with approximately 30 residential units, office, retail, and restaurant space. There will not be condominiums on the top level. Parking is separate from this project. Meghan Conrad briefly explained the disposing of property process and a Disposition and Development Agreement that is currently being prepared. Discussion ensued. The estimated investment is $9M.

**MOTION:** Rudy Ashenbrener moved to approve the engagement letter. Doug Vollmer seconded the motion. Roll call vote showed all members present voted. Approved 7 to 0.

b) Consideration of a request to approve a maintenance agreement for Urban Renewal Agency property in Downtown Twin Falls.

Nathan Murray described the current maintenance/upkeep process and costs associated (not including labor costs from the City of Twin Falls Parks & Recreation employees) with all URA properties. With the addition of the new Main Avenue and Downtown Commons, current practices utilizing City Parks and Recreation employees on an as-needed basis is not possible. Windsor Nurseries submitted a bid in the amount of $71,000 to provide yearly maintenance to all URA properties. Nathan shared he has been working on a solution with Wendy Davis of the City of Twin Falls Parks & Recreation Department to continue to provide the maintenance as is currently practiced in which Ms. Davis proposed the agency fund a new position, dedicated to URA, in the amount of $59,000.

Ms. Davis explained that the Parks & Rec staff was not equipped to take on the amount of work necessary for the Agency's property maintenance. She corrected the cost to be $66,500 - $70,000 for the new position. Supplies and use of equipment, for example, would be provided by the Parks &

Recreation Dept. in exchange for a percentage of time the employee would work on City projects. Discussion ensued.

Due to this being an introduction to the board, Nathan offered to provide confirmed numbers and concrete details at a later date for a possible remedy to the maintenance task. Brent confirmed the money is there for this arrangement from uncommitted funds. Current contracts and processes will continue at this time.

**MOTION:** Perri Gardner moved to table this action item until June 2019. Rudy Ashenbrener seconded the motion. Roll call vote showed all members present voted. Approved 7 to 0.

c) Consideration of a request to approve the purchase of shade structures for the Downtown Commons.

Nathan introduced the agenda item and summarized previous discussions. Recent research was completed for movable structures that could be stored when not in use as well as placed around the Commons for 2-3 months a year. Six similar options were presented to the Board that ranged in cost from $16,000 to $35,000 for five structures, which is approximately 1/4 - 1/3 of the value of a permanent shade structure. He asked the board if it would be better to install a permanent structure at a later date that would last longer and provide more shade over the area for the public. He shared that with the other projects and maintenance issues in the downtown area, staff does not feel this is a necessary expense at this time. The plaza contingency fund contains $38,000 to complete work that yet remains so it is not available. Vice Chair Gardner shared an idea with interest expressed during a recent Downtown Arts Subcommittee meeting for some kind of art that would be aesthetically pleasing and provide shade in the Commons. Discussion ensued.

**MOTION:** Perri Gardner moved to authorize staff to purchase three (3) Option 1-Liberty models at a cost of $3,359 per unit for use in the commons. Andy Hohwieler seconded the motion. Roll call vote showed all members present voted. Approved 4 to 3.

d) Consideration of a request to approve a bid for landscaping improvements within Shoshone St. between 2nd Ave. NE and 2nd Ave. SW.

Nathan shared that last fall, Kevin Skelton of the Parks Dept. notified him that the landscaped islands on Shoshone St. between the second avenues contained dying trees, overgrown shrubs, and irrigation problems and that he would clean out the islands to beautify the area at that time. The intersection is a state right-of-way that has been maintained by the Twin Falls City Parks Dept. He asked if the Agency would be interested in re-landscaping the islands to be consistent with the Main Avenue landscaping in RAA4-1. Mr. Skelton provided a bid from Windsor's Nursery for $13,294.02 and Landscaping Your Way for $10,502. Other providers were asked to submit bids, but none were received.

Mr. Skelton shared the landscape plan for the islands would be consistent with the new downtown plantings, and not specifically the items referenced in the bids. He shared that the public preferred the visibility at the intersection after removal of the plantings.

MOTION: Perri Gardner moved to approve the request utilizing Landscaping Your Way to do the landscaping improvements at Shoshone St. between 2nd Ave. NE and 2nd Ave. SW. Cindy Bond seconded the motion. Roll call vote showed all members present voted. Approved 7 to 0.

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

a) Appoint a Budget Committee to review the 2019-2020 budget.
Rudy Ashenbrener, Andy Hohwieler, and Cindy Bond were appointed to the budget committee. Brent Hyatt will schedule a meeting at a later date.

b) Board member Rudy Ashenbrener - Current term on the Board ends June 30, 2019 and he is interested in a 3-year appointment. Staff will present the re-appointment request to the City Council in June.
Staff will present a re-appointment request to the City Council on June 3rd for a 3 year term.

c) Reminder to the Board: The Statue organizing the Urban Renewal District states to elect officers, Chair and Vice-Chair, once a year. There is no particular process or limitation on current officer's continuance other than their own interest and other member's willingness to appoint them. If interested in the positions let it be known prior to the July election.

Staff Comment: Brent Hyatt proposed the budget committee would look at how much money is remaining in Area 4-1 and match the appropriate funds to upcoming proposed projects. At that time, the funds could be committed towards specific projects to remove the question of how much money remains.

Public Comment: Dan Brizee commented on the downtown parking and retaining continuity on Urban Renewal properties.

**7) Upcoming Meeting(s)**

a) Monday, June 10, 2019 @ 12:00 p.m.
Nathan Murray shared he is not available on this date and suggested June 3rd as a possible rescheduled meeting date. Lorrie Bauer will verify upcoming schedules and advertise the new June 2019 meeting date.

**8) Adjournment**

a) EXECUTIVE SESSION 74-206(1)(f) - Communicate with Legal Counsel for the Agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated.
**MOTION:** Perri Gardner moved to adjourn to executive session. Suzzane Cawthra seconded the motion. Roll call vote showed all members present voted. Approved 7 to 0.

Lorrie Bauer

Lorrie Bauer, Recording Secretary