

**Draft Minutes of the December Regular Monthly Meeting
of the Victor Urban Renewal Agency Board of Commissioners
December 2nd, 2019**

I. Opening –

a. Call to Order - Tom Clark, Chair

b. Roll Call, Tom Clark – Chair

c. Determination of a quorum – Time 9:40 a.m.

Commissioners Present: Zach Smith, Deb Grove, Tom Clark

By Phone: Jason Borbay, Lance Pitman

Others Present: Erin Gaffney

d. Certify Meeting Notice – Erin Gaffney

Erin certified that the meeting had been legally noticed in accordance with Idaho Code Section 74-204.

II. Action Items –

a. Approval of Minutes of Previous Meeting – Tom Clark, Chair

A motion was made to approve the October 14th minutes as presented:
Changes to Minutes: none

Moved: Zach

Second: Deb

Passed: Unanimously

b. Approval of Monthly Claims – Erin Gaffney, Admin/Treasurer

Moved: Zach

Second: Lance

Passed: Unanimously

III. Work Session –

a. Review of Monthly Financial Reports – Erin Gaffney, Administrator

The board reviewed the monthly financial report as presented

b. Alleyway updates, payments and parcels – Tom Clark, Chair

Tom spoke about updates on Block 11(alleyway) and has produced new TIF revenue figures, working closely with the county treasurer. It was noted that in Tom's parcel worksheet Ann Shorlings name needs to be corrected, it is misspelled.

c. VURA project criteria– Tom Clark, Chair

The board reviewed the evaluation matrix while Tom explained the updates and scoring of categories from the last time this document was reviewed. He also explained the Project criteria was broken up between small and large projects.

Small Project Criteria is as follows:

- *Consistency with city Comp Plan
- *Supportive of Envision Victor Values
- *Affordability in Light of Cash on Hand
- *Recognized Need within the Community
- *Magnitude "Multiplier" Effect on Downtown

Large Project Criteria is as follows:

- *Consistency with city Comp Plan
- *Supportive of Envision Victor Values
- *Affordability in Light of Anticipated Revenues
- *Recognized Need Within the Community
- *Magnitude of "Multiplier" Effect on Downtown
- *No other means of Financing would be available

There was discussion as to whether or not the project criteria matrix should also be used as the form applicants for funding could fill out.

The board would also like to see some sort of "packet" they could hand out to people interested in requesting funds. Erin is going to assemble some documents that would be helpful for people to know if the URA is something that could help them or not.

d. City Staff/Council/VURA meeting – Project Priorities

Erin informed the board that Victor City Administrator, Olivia Goodale, wants to set up a meeting between Victor City Staff, city council and VURA. In preparation for this the city has decided that late March or early April would be the best time, as they have staff and council retreats, where this subject can first be approached.

It has been asked that VURA bring a list of projects they feel most important to the collaborative meeting.

e. Administrator Updates - Erin Gaffney

V. Adjourn VURA Meeting (10:37 a.m.)

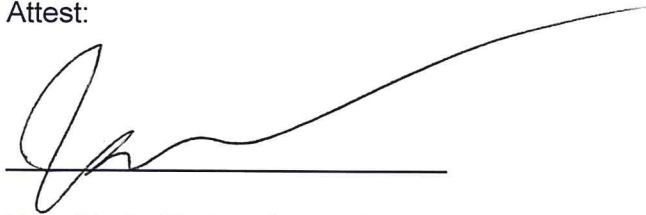
A motion was made to adjourn the meeting.

Moved: Zach

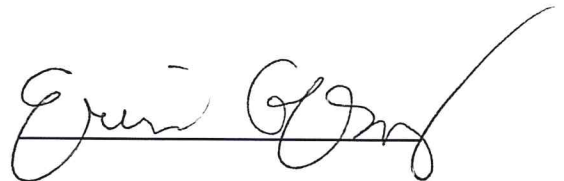
Second: Jason

Passed: Unanimously

Attest:



Tom Clark, Chair or Lance Pitman, Vice-Chair



Erin Gaffney, Secretary

The next VURA Board Meeting will be held January 6th, 2019 at 9:30AM at Work Farm.