

**Minutes of the May Regular Meeting of the
Board of Commissioners Victor Urban Renewal Agency**

May 3rd, 2021

Work Farm - Zoom Meeting

i. Opening -

- a. **Call to Order – Tom Clark, Chair**
- b. **Roll Call – (9:37 AM)**

Commissioners Present:

Commissioners by Phone/Zoom: Co-Chair Tom Clark, Co-Chair Zach Smith, Vice-Chair Deb Grove, Commissioner Albert, Commissioner Borbet

Others Present: Erin Gaffney

- c. **Determination of a Quorum - (9:37 AM)**

- d. **Certify Meeting Notice – Erin Gaffney, Administrator**

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

ii. Action Items -

- a. **Approval of the April Monthly Meeting Minutes - Zach Smith, Co-Chair**

Changes – The date for the May meeting said May 5th and needs to be changes to May 3rd.

A motion was made to approve the minutes as presented, with the change stated above.

Moved: Comm Borbet Second: Comm Clark Passed: Unanimously

- b. **Approval of Monthly Claims – Administrator Gaffney**

A motion was made to approve the monthly claims as presented.

Moved: Comm Clark Second: Comm Albert Passed: Unanimously

- c. **Hiring of Chircop and Associates for monthly financials report**

At the April meeting the board approved the hiring of Chircop and Colyer for a monthly fee of \$75 a month. Due to miscommunications, Erin announced to the board that their monthly fee would actually be \$200 instead of \$75. The board decided to table this agenda item to the June

meeting. In the meantime, Administrator Gaffney will look into what other accounting/CPA firms might charge. She will also inquire as to whether any of these firms could look into the tax increment funding revenue VURA is receiving to ensure all due funds are being collected.

iii. Work Session -

a. Commissioner Training 3 – Open Meeting Law – Erin Gaffney, Administrator

Admin Gaffney provided a slide show for the board going through the most important points of open meeting law. Co-Chair Smith contributed his main points and knowledge on the topic as well. The slides are available for review upon request.

b. Review of monthly financial reports – Erin Gaffney, Administrator

The board reviewed the financials as presented.

Financials review sparked a conversation that has presented itself a number of times in the past, how do we ensure and reconcile our TIF revenue? Is there anyone out there that VURA could hire to help with this?

c. Begin FY 22 Budget Discussion – Co-Chair Clark

The board began the discussion as to what line items they might like to see for the budget. Admin Gaffney presented the Driggs Urban Renewal Agency budget draft as an example of how they work their line items, etc. At the next meeting the board will become more detailed on specific projects, including beautification, urban renewal expansion consideration, and will consult with the city on their top upcoming projects.

d. Affordable Housing Projects – Admin Gaffney, Zach Smith, co-chair

Admin Gaffney will keep this item on the agenda fairly regularly to keep it on the boards radar – some specific projects could be the Love project and City Hall.

Would expansion down Center Street make sense?

Co-Chair Smith will reach out to Shawn Hill of VARD and the Joint Housing Authority. This outreach will be to get a feel for how these entities feel about something like this/collaborating.

e. VURA Expansion – Zach Smith, Co-Chair, Tom Clark, Co-Chair

There was no news or updates regarding an expansion of the URA district. However, this will remain on the agenda as discussions do tend to come up in meetings and this would be the appropriate place to have those.

f. Administrator Updates – Admin Gaffney

No updates.

It was decided at this time that the July meeting would be moved to the second Monday of the month due to conflicts with the 4th of July holiday. The July meeting will be scheduled for July 12th.

iv. Adjourn (10:42 AM)

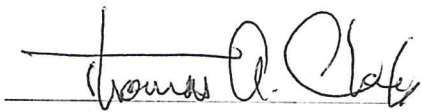
A motion was made to adjourn the meeting.

Moved: Comm Clark

Second: Comm Borbet

Passed: Unanimously

Attest:



Tom Clark, Co-Chair



Erin Gaffney, Secretary

The next monthly meeting of the VURA Board of Commissioners will be held June 7th at 9:30A.M. at WorkFarm/Zoom.

Anyone requiring special access consideration must notify the VURA 2 days prior.