

Minutes of the December Regular Meeting of the Board of Commissioners Victor Urban Renewal Agency

December 6th, 2021
Work Farm - Zoom Meeting

i. Opening -

- a. **Call to Order** – Zach Smith, Chair
- b. **Roll Call**

Commissioners Present:

Commissioners by Phone/Zoom: Chair Smith, Vice Chair Grove, Commissioner Kaufman,
Commissioner Buelow, Commissioner Albert

Others In Person /via Zoom: 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 November Monthly Meeting Minutes – Zach Smith, Chair Changes –**

A motion was made to approve the minutes as presented.

Moved: Comm Kaufman Second: Comm Albert Passed: Unanimously

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

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

Moved: Comm Kaufman Second: Comm Albert Passed: Unanimously

iii. Work Session -

- a. **Review of monthly financial reports – Erin Gaffney, Administrator**

The board reviewed the financials as presented.

b. Book Keeper Status –

Erin updated the board that the bookkeeper that was just hired quit not too long after, unable to fulfill the role after all. Vice Chair Grove told the board she had a candidate in mind that she would reach out to. Chair Smith also mentioned that the city treasurer was going to put together a bid to serve as VURA interim bookkeeper until another could be hired.

c. VURA Projects – Moving Forward - Zach Smith, Chair

Chair Smith met with the Mayor, city administrator/s and planning and zoning. It seems that there are no specific ideas on immediate projects but at the city retreat time will be set aside for a public meeting to hear from residents as to what they would like to see happen.

Expansion regarding the district was again discussed and Admin Gaffney will reach out to VURA lawyers regarding what our options are.

d. Administrator Updates – Admin Gaffney

Drafting of the annual report will begin.

Officer Candidates will be discussed at the January meeting.

iv. Adjourn (10:21 AM)

A motion was made to adjourn the meeting.

Moved: Comm Kaufman

Second: Comm Grove

Passed: Unanimously

Attest:



Zach Smith, Chair



Erin Gaffney, Secretary

The next monthly meeting of the VURA Board of Commissioners will be held January 3rd at 9:30 A.M. at WorkFarm/Zoom.

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