

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

February 7th, 2022
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 Albert

Others In Person /via Zoom: Erin Gaffney

- c. **Determination of a Quorum** - (9:38 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 January Monthly Meeting Minutes – Zach Smith, Chair Changes** – This agenda item was table until the March Meeting.

A motion was made to approve the minutes as presented.

Moved: Comm Second: Comm 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

- c. **Approval of engagement letter with Number Crunchers LLC – Action Item**

A motion was made to approve the hiring of Number Crunchers LLC for a period of 1 year to start.

While the board had approved hiring Number Crunchers LLC at the January meeting, we had yet to approve the engagement letter and also needed to re-open the discussion of her rate, which

was more than the approved amount in January. The approved rate is now \$125 per month.

Moved: Comm Grove

Second: Comm Albert

Passed: Unanimously

iii. Work Session -

a. Letter of Support update – Zach Smith

The letter of support Zach circulated for the TVTAP and City project was sent.

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

The board reviewed the financials as presented.

c. Draft Annual Report –

Additions or updates need to be sent to Erin before the March meeting.

d. Discuss Officer Elections –

A reminder that officer elections will be held at the March meeting.

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

The board would like to discuss in detail how to get word out about the agency. They will discuss in more detail outreach ideas at the next meeting.

f. Administrator Updates – Admin Gaffney

No updates.

iv. Adjourn (10:07 AM)

A motion was made to adjourn the meeting.

Moved: Comm Albert

Second: Comm Klaufman

Passed: Unanimously

Attest:



Zach Smith, Chair



Erin Gaffney, Secretary

The next monthly meeting of the VURA Board of Commissioners will be held March 7th