

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

April 4th, 2021  
Work Farm - Zoom Meeting

**i. Opening -**

- a. **Call to Order** – Tom Clark, Chair
- b. **Roll Call** – determination of a quorum (9:37 AM)
- c. **Determination of a Quorum** -  
Commissioners Present: Co-Chair Zach Smith

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

Others Present: Erin Gaffney

- 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. **US Bank Signers – Action Items**

A motion was made to approve Co-Chair Smith as a new signer and to remove Lance Pittman as a signer from the US Bank account.

**Moved: Comm Grove                  Second: Comm Borbet                  Passed: Unanimously**

- b. **Approval of the December, February and March regular Meeting Minutes and the March special meeting minutes, Zach Smith Co-Chair**  
**Changes – One change was made to the February 3<sup>rd</sup> meeting minutes, work session – item c., “There was a higher density to the East and they would like to see higher density in the core...” They will be changed to P&Z commission.**

A motion was made to approve all the minutes as presented, with the change state above to the February 3<sup>rd</sup> minutes.

**Moved: Comm Borbet                  Second: Comm Clark                  Passed: Unanimously**

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

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

**Moved: Comm Borbet      Second: Comm Albert      Passed: Unanimously**

**d. Hiring of Chircop and Associates for monthly financials report**

A motion was made to approve the hiring of Chircop and Associates to do a monthly balance of VURA financials. VURA will assess the performance of C&A for an undetermined amount of time and will consider hiring a different firm if the board so chooses.

**Moved: Comm Borbet      Second: Comm Kaufman      Passed: Unanimously**

**iii. Work Session -**

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

The board reviewed the financials as presented.

**b. Victor Comp Plan Updates – Zach Smith, Co-Chair – Tom Clark, Co-Chair**

No new updates.

**c. Broulims/Letter Submission Update – Co Chair Smith, Co-Chair Clark**

The letter was submitted to P&Z and no one from the board has heard any updates. Co-Chair Smith will reach out to see if the letter was helpful/how it was received.

**d. 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.

**e. Administrator Updates – Admin Gaffney**

1. Lance Pittman has officially resigned, opening up a spot on the VURA board. Please reach out to anyone you feel may be qualified. The city will also post an ad in the paper.
2. Commissioner Trainings will resume next month with Open Meeting Law as the next topic.
3. AIC will be holding their annual conference this year in Boise, I plan to attend if the board supports that decision. The board would like to know what the expenses of this conference will be. Co-Chair Smith mentioned that if any board members would like to attend costs could probably be covered.
4. Presentation of Annual report to City Council on April 14<sup>th</sup>, Co-Chair Clark will be presenting this.
5. Admin Gaffney will be out of town April 20-30<sup>th</sup> with no internet. I will set a message for people to contact Zach and Tom while away.

iv. Adjourn (10:31 AM)

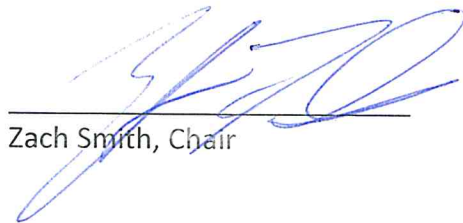
A motion was made to adjourn the meeting.

Moved: Comm Borbet

Second: Comm Clark

Passed: Unanimously

Attest:



Zach Smith, Chair



Erin Gaffney, Secretary

The next monthly meeting of the VURA Board of Commissioners will be held May 5th at  
9:30A.M. at WorkFarm/Zoom.

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