

**Draft Minutes of the August Monthly Meeting and  
Public Hearing on the Fiscal Year 2018 Budget  
Board of Commissioners of the  
Victor Urban Renewal Agency**

**August 7, 2017**

1. **Call to Order** – determination of a quorum (9:38A.M.)  
Commissioners Present: Tom Clark, Erin Gaffney

Commissioners by Phone: Zach Smith

Others Present: Cynthia Rose, Don Thompson

2. **Adoption of the Agenda**

A motion was made to approve the Agenda as presented.

Moved: Erin Gaffney

Second: Zach Smith

Passed: Unanimously

3. **Public Hearing on FY18 Budget**

Erin introduced the Public Hearing and noted that no members of the public were in attendance and no written comment on the FY18 Budget had been received. She invited the Commissioners to share any insights or concerns that may have arisen since the Budget was tentatively approved on July 5, 2017. No concerns were shared. Erin then closed the Public Hearing.

4. **Approval of the FY18 Budget**

A motion was made to approve Resolution 2017.08.07, entered below by Title only.

Moved: Zach Smith

Second: Tom Clark

Passed: Unanimously

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE  
URBAN RENEWAL AGENCY OF THE CITY OF VICTOR, IDAHO,  
TO BE TERMED THE "ANNUAL APPROPRIATION  
RESOLUTION," APPROPRIATING SUMS OF MONEY  
AUTHORIZED BY LAW AND DEEMED NECESSARY TO DEFRAY  
ALL EXPENSES AND LIABILITY OF THE URBAN RENEWAL  
AGENCY, FOR THE FISCAL YEAR COMMENCING OCTOBER 1,  
2017, AND ENDING SEPTEMBER 30, 2018, FOR ALL GENERAL,  
SPECIAL, AND CORPORATE PURPOSES; DIRECTING THE**

**CHAIRMAN OR VICE-CHAIRMAN TO SUBMIT SAID BUDGET TO THE CITY OF VICTOR; AND PROVIDING AN EFFECTIVE DATE.**

**5. Approval of Minutes from July 10, 2017**

Changes to Minutes: None

**A motion was made to approve the minutes of the July 10, 2017 meeting as presented.**

**Moved: Erin Gaffney**

**Second: Zach Smith**

**Passed: Unanimously**

**6. Monthly Financial Report**

The Board reviewed the monthly financial report. Tom, Erin and Lance are planning to meet at Wells Fargo Bank soon to open a new account for VURA and close the account at US Bank.

**7. Approval of Monthly Invoices**

Erin reported that the invoice from Chircop & Colyer, CPA (C&C) for initial bookkeeping and accounting support was greater than the \$550.00 previously approved by the Board. The invoice for \$725.00 did not include charges for all of the time Kelly Chircop had actually devoted to VURA matters. Both Erin and Tom had spent time with C&C and believed the new invoice amount was fair.

**A motion was made to approve the C&C invoice for \$725.00 and the other monthly invoices listed on the Check Detail.**

**Moved: Zach Smith**

**Second: Tom Clark**

**Passed: Unanimously**

**8. Block 11 Road Update**

Tom reported that the Sea Cow project in Superblock 11 is underway. He has been working with the City for an Amended MOU committing \$80,000 for the Western segment of the alleyway. Tom is confident that the TIF Revenues generated from the Sea Cow project over the life of the VURA district can cover all of the VURA Alleyway expenses.

**9. Hotel Project Update**

The Hotel Project has slowed down. City P&Z will get the application in September, which will move construction to 2018. The City has contacted the property owner about removing the old foundation located on the property. Removal of the foundation will affect the purchase price of the property. VURA's commitment to provide public infrastructure support to the Hotel remains at no more than \$500K. Current estimates for the public parking VURA may fund is \$300K. VURA may also pay to bury the powerlines on the property, and possibly all the way along Beryl Street to Center Street. The City's commitment for improvements around the Hotel remains at \$205K committed for streetscape improvements along Dogwood Street.

### **Corner Drug Project**

Tom shared that Corner Drug has submitted an application to construct a new building on Main Street south of Birch on the west side of highway 33. He was not certain if Corner Drug would continue to operate their current location in Driggs once the project in Victor is completed.

### **Potential Employee Housing and Second Hotel Project**

Tom reported that an investor from Wilson, Wyoming is investigating a phased project to construct employee housing and an additional hotel north of Cedran Rd. over several years. The hotel would designate approximately 50% of its space to long-term leasing. The proposed location for this project is outside of the current VURA District.

## **10. Administrative Updated**

1. **Use of Private Emails** – Zach will check to see if his VURA mail address is working and let Cynthia know.

2. **Design Review Board Concept**

The City has indicated that creating a Design Review Board for the City is not a high priority. VURA may establish design guidelines for projects they fund. Erin will draft a set of standards for VURA and present them at the September meeting, addressing use of materials appropriate to our location, the relationship of the project to adjacent properties, visual consistency with Main Street, pedestrian access, etc.

## **11. Public Input**

Don Thompson expressed his concern that development in the downtown core needed to focus more on commercial activities and less on residential. The Board appreciated his concerns, but suggested that City Council was a better venue for discussing these types of development decisions.

## **12. Adjourn (10:55a.m.)**

**A motion was made to adjourn the meeting.**

**Moved: Erin Gaffney**

**Second: Zach Smith**

**Passed: Unanimously**

Attest:

\_\_\_\_\_  
Tom Clark or Lance Pitman, Co-Chair

\_\_\_\_\_  
Cynthia Rose, Secretary

**The next VURA Board Meeting will be held September 11, 2017 at 9:30AM  
at City Hall.**