

City of McCall
Urban Redevelopment Agency
Minutes
April 19, 2011 –8:00 am
Legion Hall
216 E. Park Street

1. CALL TO ORDER AND ROLL CALL

Members Bailey, Winkeller, Watkins, Youde, Swanson, Peugh and Chairman Fereday were present.

Public Works Director Peter Borner, Parks and Recreation Director Dennis Coyle, Treasurer Lind Stokes, Staff Engineer Nathan Stewart, Community Development Director Michelle Groenevelt, and City Planner Bradley Kraushaar were also present.

Fereday noted that the agenda needed to be amended to include an item on technical support from the City. Member Youde moved to amend the agenda to include this item after the approval of the minutes. Member Watkins seconded the motion. The motion carried.

Chairman Fereday also noted that there was not sufficient information on the CH2MHill invoice listed on the agenda and that this should be struck until the following meeting. Member Watkins moved to strike that agenda item. Member Youde seconded the motion. The motion carried.

Mr. Stewart noted the history behind the struck invoice notably that the confusion regarding the billing stemmed from two task orders being combined. Mr. Stewart noted that he was in contact with CH2 regarding this issue and that there would be some resolution forthcoming.

2. APPROVAL OF MINUTES

Member Youde noted a sentence in the sixth section of the March 15th minutes did not make sense. Member Watkins moved to approve the March 15th and April 11th minutes with the noted change. Member Winkeller seconded the motion. The motion carried.

3. CITY ENGINEERING TECHNICAL SUPPORT

Mr. Borner stated that the City is developing and RFQ for engineering services. He reviewed the history of CH2MHill successfully bidding on the last RFQ, and noted that it was time to revisit the issue of the contract engineer. Mr. Borner noted that the last contract included support of the MURA and that he wanted to discuss the possible include of MURA in the upcoming RFQ.

Chairman Fereday noted that the MURA would certainly have engineering projects going forward. Member Youde asked if the selected engineer would bill the City and MURA separately. Member Bailey indicated that they would, since the two organizations were separate entities.

Member Winkeller asked if the contract engineer would be used for large projects or small projects. Chairman Fereday noted that it may make financial sense to use the Staff Engineer for projects. Mr. Borner noted that any contact with an engineer for the City would have a clause allowing other engineers to be hired. He also indicated that including MURA in the contract could simplify and smooth certain processes

Member Peugh questioned whether it would be more effective and economical to hire a single engineer on staff versus contracting with an engineering firm. He stated that it could be cheaper to hire an engineer to work under Mr. Borner and Mr. Stewart.

Mr. Stewart noted that staff time may not always allow for a project to be done in-house, but that at times it may be possible. He reiterated that including MURA on the City's contract with an engineer would still allow MURA to secure any engineer it desired.

Chairman Fereday asked who has the authority to sign plats. Member Bailey indicated that Betsy Roberts of CH2MHill had that authority. Mr. Stewart indicated that he had the credentials and authority to sign plats.

Member Watkins asked when the current engineering contract started and ended. Mr. Borner stated that it was a renewable one-year contract starting in January.

Mr. Borner stated that it would be good to have a MURA member sit on the upcoming review panel. Member Peugh indicated that he would like to sit on that panel.

4. INVOICES

- White Peterson invoice 02-28-11

Member Bailey noted that the bill was for the attorney to draft a letter to the SEC regarding the Dodd-Frank Act that would have required all MURA members to be certified financial professionals. Member Youde moved to approve the current bill, not to exceed \$105. Member Peugh seconded the motion. The motion carried.

- City of McCall - Mill Rd Invoice 02-22-11.

The board briefly clarified the water meter bills that MURA was paying, remembering that MURA only pays water bills until a project is formally accepted by the City. Member Winkeller moved to approve the water bill. Member Watkins seconded the motion. The motion carried.

5. TREASURER'S REPORT

Ms. Stokes presented the cash flow chart. Member Bailey noted possible differences between his calculations and amounts on the chart, especially in regards to the amount relating to Granite Construction. Ms. Stokes indicated that she would look into this. Member Winkeller noted that the difference could be related to retainage. Mr. Stewart indicated that there needed to be an update on the 2010 improvement project.

6. MURA ANNUAL RESERVE

Ms. Stokes, stated that a potential annual reserve for MURA was not as urgent with HB197 stalling, but that it would still be prudent to have cash reserves and that staff was recommended 50% of the annual debt service be held in reserve.

Member Bailey indicated that 50% was far too conservative and that the City used that amount because the property tax pays essential items such as employee pay, but that property taxes for MURA only pays for outside contracts. He noted however, that a certain amount of cash in reserve was good idea.

Chairman Fereday stated that it would be prudent to put some funds in reserve. Ms. Groenevelt stated that cash reserves can be used for unanticipated projects and costs such as property acquisition.

Member Youde asked if MURA had had any close calls with cash flow. Ms. Stokes indicated that there had only been two instances in recent memory.

Chairman Fereday noted that MURA had only been able to do big projects because they had not spent all of their money in past years allowing it to accrue.

Member Peugh noted that the proposed 50% reserve was too high that that having reserves for unforeseen project was a good idea, and that a reserve of approximately \$100k would be ideal. Fereday, hold \$100k in reserve for normal operating. Member Winkeller noted that it would be good to have reserves, for such things as land acquisition.

Member Youde asked if there were any official requirements to keep certain reserves, from the state or auditors. Ms. Stokes indicated that there were no such requirements.

The board finished their discussion of annual reserves and will revisit the issue at the next meeting.

7. SUNDIAL UPDATE

Mr. Stewart noted that there was a pre-construction walk-through scheduled for tomorrow to discuss mobilization, site specifics, and so forth, and that the contractor had been paid for the granite. Member Winkeller asked if there were any requirement to have a two-party check for large deposits. Mr. Stewart indicated that there was no such requirement.

8. 2010 IMPROVEMENT PROJECT UPDATE

Mr. Stewart noted that a few weeks ago Keller and Granite tried to implement Change Order 6 on pine street, to install catch basin, but that the drain pipe was found to be in a location to prevented to project from moving forward. He indicated that alternatives were being discussed and explored.

Member Peugh asked if the failure due to a significant rain event or a normal event and if the proposed solution would be able to address a significant event in the future. The board noted that this item would be discussed further at the next meeting.

Mr. Stewart noted a second update, that there was premature concrete spalling on and around gravity sports. He indicated that the relevant parties had walked the site and there was ongoing research to see what may have caused the problem, so that responsibility could be assigned.

Mr. Stewart noted a third update, that AmeriTitle had plowed its snow into a new landscaping area, which had resulted in damage and that there would likely be a claim to AmeriTitle to have them pay for the repairs.

Lastly, Mr. Stewart noted that there would be a conference call with Nathan Cleaver of Keller Associates at the next MURA meeting.

9. McCALL CENTENNIAL PROJECT SUPPORT

Member Bailey provided a brief introduction of the Centennial planning committee and their proposed project on the southeast corner of 3rd Street and Railroad Avenue notably that it would include a low wall and landscaping. He noted that the City had offered a cash donation and thought that MURA could offer a cash donation as well.

Ms. Groenevelt stated that the project will have to go through Design Review and that the current status or design of project isn't specifically known.

Member Youde noted that there could be an opportunity for design consistency between the informational boards at Legacy Park and at the centennial project site.

Member Bailey provided a history of parking lot parcel where the centennial project is currently planned. He noted that in any planning effort it should be considered how a possible future building would integrate with the proposed wall feature. He stated that the proposed project should not preclude future development possibilities.

Member Peugh also voiced his concern that the centennial project should not preclude future development, but that the idea in general was great. He reiterated that the project would have impact on future development and that potential considerations need to be explored. He also voiced concerned about donating money to something that is unknown or might have unintended consequences.

Mr. Stewart noted that only preliminary work has been done for the design of the project.

Chairman Fereday noted that alternative sites should be examined.

Member Peugh asked for an area map of the project site, including ownership and topography, at the next meeting.

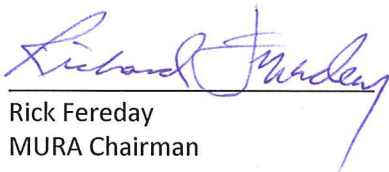
10. NEXT MEETING

Chairman Fereday noted that the next meeting was May 17, 2011.

11. ADJOURNMENT

Member Watkins moved to adjourn the meeting. Member Youde seconded the motion. The motion carried.

SIGNED:


Rick Fereday
MURA Chairman

Attest:


Michelle Groenevelt
Community Development Director