

**Regular Meeting
MINUTES
CALDWELL URBAN RENEWAL AGENCY
June 13, 2016
7:00 p.m.**

(ROLL CALL)

The regularly scheduled meeting of the Caldwell Urban Renewal Agency convened at 7:00 p.m. in the Caldwell Police Department Community Room with Vice-Chairman Pollard presiding.

Roll was called by the secretary. Present: Commissioner Pollard, Commissioner Stadick, Commissioner Allgood, Commissioner Ozuna, Commissioner Hopper (via phone), and Commissioner, Callsen.

(CONFLICT OF INTEREST DECLARATION)

None.

(AMEND/APPROVE AGENDA)

MOVED by Callsen, SECONDED by Stadick to approve the agenda as presented.

MOTION CARRIED

(SPECIAL PRESENTATIONS)

None.

(PUBLIC COMMENTS)

None.

(CONSENT CALENDAR)

- 1) Approve minutes from the Urban Renewal Agency Regular Meeting held on May 9, 2016;
- 2) Ratify corrections made to the legal descriptions concerning Warranty Deed #URA-D-029-16 (Sundowner, Inc.) and Warranty Deed #URA-D-031-16 (Badger Creek Investments, LLC).

MOVED by Callsen, SECONDED by Ozuna to approve the Consent Calendar as printed.

MOTION CARRIED

OLD BUSINESS:

(ECONOMIC DEVELOPMENT ACTIVITY REPORT FROM STEVE FULTZ [APRIL 2016])

Project Fresh: continued work/negotiation. Continue working with attorneys on final revisions to the PSA.

Project Lloyd: continued communication. Discussion with area property owners to meet the need of the project

Strider Group: well into planning their first 50,000 sq ft building, anticipate completion by end of 2016/beginning of 2017. Working with numerous leads.

Van Auker: Meeting to discuss their existing property in Caldwell and potential for further investment.

Project FBO: project continues to move along slowly...continued communication with the potential partnership with property owner, developer, and the City.

American Food Equipment Co: ground breaking ceremony (well attended), moving dirt with anticipated opening in November. Working with the State and County of incentive programs

Land options: per instruction from the URA, looked into several land options/opportunities for future industrial growth to Caldwell UR district.

Caldwell CDBG: continue working with consultant on formulating the Consolidated Plan, Action Plan, and Citizen Participation Plan.

Project Food: new project, looking for 60,000 sq ft for food processing business. Provided info about Strider group's site.

Project Variet: New lead from the State, company's initial interest is for sites in northern Idaho. We prepared site options in our area for consideration if sites in northern Idaho do not meet the need.

Project Jaker: 60,000-100,000 square foot distribution facility...considering sites in Sky Way and Sky Ranch location. Working with Cushman Wakefield on project.

It was reported that CCOA has had a roundtable session concerning a potential relocation of their facility Skyway.

An update report was provided by the Lemrick relocation.

(ECONOMIC DEVELOPMENT ACTIVITY REPORT FROM KERI SIGMAN [APRIL 2016])

Keri reported that she recently attended an Economic Development training session in San Antonio, Texas. The training was very beneficial.

Projects

Indian Creek Plaza (ICP) coordination: Finalization of the Indian Creek Final Draft Development Plan and ProForma. Scope of Work with plaza consultant GGLO.

Business Improvement District: Continued efforts for establishing the BID. BID team set out working with individual property owners to secure signatures of support.

Façade Program: Met with University of Idaho Design Program to review a partnership with their Fall Semester senior working group

Buxton: Coordination with possible partners on retail recruitment product.

Trolley Square Project: Movie Theatre work (they are finalizing design work).

CDBG: Discussions on CDBG priorities with consultant Elizabeth McNannay for the 5-year plan.

College Place Market Place will be moving forward. The Mayor will be meeting with the developer next week.

Relocation/Retention

Worked with business owners to relocate existing Caldwell businesses to other Caldwell locations where expansion is possible.

Recruitment

Restaurants

Brewery/Pub

Project Oak

Project Cradle

Downtown living

All listed recruitment projects are still active projects and are in some form of business development, site selection, or start-up.

Other

Professional Meetings with various industries regarding downtown redevelopment including: bankers, architects with historical building experience, and builders.

Horsewood Restaurant patio work. The owners is finalizing the exact costs before it is presented to City Council.

May 1-6 in San Antonio, TX for ED Course Work: Economic Development Institute (University of Oklahoma) 1st

Year Classes: Ethics and Politics, Marketing and Attraction, and Entrepreneurial and Small Business Strategies.

NEW BUSINESS:

(CONSIDER INVOICES FOR PAYMENT FROM TREASURER)

Chairman Waite recommended the invoices for payment:

Vendor	Amount	Description
Main St Square	1,266.16	Travel Reimbursement: 5/2-5/3
HMH	3,450.00	Attorney Services April 2016
HMH	3,450.00	Attorney Services May 2016
City of Caldwell	19,143.08	Contribution to Economic Development
TOTAL	\$27,309.24	

MOVED by Callsen, SECONDED by Allgood to approve the invoices as presented for payment.

Roll call vote: Those voting yes: Callsen, Stadick, Allgood, Ozuna, and Hopper. Those voting no: none. Absent and/or not voting: none.

MOTION CARRIED

(TREASURER’S REPORT)

(APPROVE MONTHLY CASH RECONCILIATION)

ElJay Waite, 411 Blaine Street, outlined the monthly cash reconciliation:

Bank of the Cascades Business Checking May 31, 2016	Ending Balance \$5,809,675.57	Earnings/Fees \$407.16
Bank of the Cascades Time CD #1 May 31, 2016 <i>Balance will remain constant. Interest earnings deposited to Business Checking</i>	Ending Balance \$250,000.00	
Local Government Investment Pool May 31, 2016	Ending Balance \$108,808.88	Earnings \$46.02
Zions Bank (Bond Debt Service) May 31, 2016	Ending Balance \$4,092,509.81	

MOVED by Callsen, SECONDED by Stadick approve the monthly cash reconciliation as presented.

MOTION CARRIED

(RATIFY CHS DESIGN WEST INVOICE PAYMENT OF \$34,397.96 FROM CHS EXISTING ZIONS FUNDS)

ElJay Waite recommended approval of the ratification of the invoice payment.

MOVED by Callsen, SECONDED by Ozuna approve the Design West invoice payment of \$34,397.96 from Caldwell High School existing Zions funds.

MOTION CARRIED

(ATTORNEY’S REPORT)

Mark Hilty, 1303 12th Avenue Road, Nampa, noted that the Urban Renewal Agency legislative changes effective July 1, 2016 will be addressed at the July meeting.

(CHAIRMAN'S REPORT)

Chairman Hopper expressed appreciation to Vice-Chairman Pollard for chairing the meeting in his absence.

(COMMISSIONER REPORTS)

None.

(EXECUTIVE SESSION PURSUANT TO IDAHO CODE, SECTION 74-206, SUBSECTION (C) FOR THE PURPOSE OF DISCUSSING THE ACQUISITION OF OR AN INTEREST IN REAL PROPERTY NOT OWNED BY A PUBLIC AGENCY)

MOVED by Callsen, SECONDED by Ozuna to **convene** into Executive Session pursuant to Idaho Code, Section 74-206, Subsection (c) for the purpose of discussing the acquisition of or an interest in real property not owned by a public agency at 7:28 p.m.

Roll call vote. Those voting yes: Callsen, Stadick, Allgood, Ozuna, and Hopper. Those voting no: none. Absent and/or not voting: none.

MOTION CARRIED

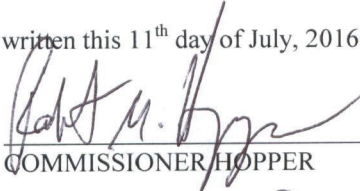
MOVED by a Ozuna, SECONDED by Stadick to **reconvene** into Regular Session.

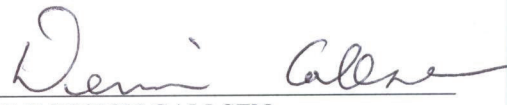
MOTION CARRIED


(ADJOURNMENT)


MOVED by Ozuna, SECONDED by Allgood to adjourn at 8:15 p.m.

Approved as written this 11th day of July, 2016.


COMMISSIONER HOPPER


COMMISSION CALLSEN

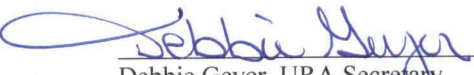

COMMISSIONER OZUNA


COMMISSIONER STADICK


COMMISSIONER POLLARD


COMMISSIONER ALLGOOD

ATTEST:


Debbie Geyer, URA Secretary



