

EAGLE URBAN RENEWAL AGENCY SPECIAL MEETING MINUTES

Eagle City Hall, 660 E. Civic Lane

NOVEMBER 20, 2018 12:00 P.M.

****COUNCIL CHAMBERS****

The Eagle Urban Renewal Agency welcomes public comment on all agenda items except those which specifically state, "NO PUBLIC COMMENT WILL BE TAKEN ON THIS ITEM." When public comment is not allowed, it is either because the public comment period was held and closed, or the item is an "EXECUTIVE SESSION" item subject to sole review by the agency and its representatives, or other reason as stated by the chairman.

Individuals are asked to limit their remarks to three minutes, and more time is afforded to group representatives. If you want to submit written comments on any item, please do so at least 24 hours in advance to ensure board members have time to read and consider your views. Written comments can be dropped off at Eagle City Hall and e-mails may be sent to info@eagleurbanrenewal.org.

1. **CALL TO ORDER:** by Vice Chairman Janet Buschert at 12:03 pm
2. **ROLL CALL:** BASTIAN, BUSCHERT, GOLD, were in attendance. Shepard was absent.
3. **PLEDGE OF ALLEGIANCE:** Buschert led the board in the Pledge of Allegiance.
4. **ADDITIONS, DELETIONS OR MODIFICATIONS TO THE AGENDA:** None
5. **REPORTS BY BOARD MEMBERS, SECRETARY, ATTORNEY:** Buschert reported that she sat in on the RAI meeting last Thursday. Not a lot of news, on November 30th from 9-3 there will be a legislative kick-off that may flush out any legislation that may happen this year. Do not expect any URA changes this year. They did talk about our December 1, compliance report that Ellen has already taken care of.
6. **NEW BUSINESS:**
 - a. **ACTION ITEM:** Swearing in of new Urban Renewal Member(s). At this time the City Clerk swore in Mayor Ridgeway as a new board member and Ian Burnett who will finish out Jason Pierce's term. At this time both new members joined the Board for the November 20, 2018. Attorney Lakey reminded the board that there needs to be a certification of the new members and copies of their appointments to the City. Vice Chairman Buschert welcomed the two new members to the Board.
 - b. **ACTION ITEM:** Acknowledge resignation of Chairman Jason Pierce from Eagle Urban Renewal Agency Board. Bastian wanted to make a public statement regarding Pierce and the good job he did and thank him for his service on the Board. Buschert also acknowledged his dedication to the board.
 - c. **ACTION ITEM:** Review and possible approval of OPA Reimbursement Policy and Procedures. Buschert mentioned that Shepard had been working on the manual and this OPA reimbursement policy would be included in that manual that our attorney was about 1/3 of the way through on his review. We have received an initial request for funds without supporting documentation. We need to review and approve this reimbursement policy, so we can move forward on this item. We have seen this before. Lakey stated he added one item in subsection I(e) copies of documents establishing payment to all contractors and sub-contractors (this shall be in the form of cancelled checks) I propose adding copies of lien releases from contractors and sub-contractors. Also needed will be documentation that they have completed the improvements in accordance with OPA the exhibits that come with it, the plan that we have the costs are reasonable and that the improvements have been accepted by the applicable agency. Ridgeway had a question on 3 accurate accounting of the reasonable actual cost incurred. Would like to add limited to the previously approved funding limits by the agency in the OPA. Ridgeway had questions regarding the base limits on the land before the construction began. Attorney Lakey went over some of the possible scenarios regarding Ridgeway's concern. Another correction under G, public works

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should be changed to Planning & Zoning. Bastian made a motion to accept the 3 changes that have been discussed by the board, Gold seconded the motion. **ALL AYES MOTION CARRIES**

d. ACTION ITEM: Approval of Resolution 18-006 Adopting the Owner Participation Agreement Policy and Procedures. Bastian made a motion to approve Resolution 18-006 "A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE EAGLE URBAN RENEWAL AGENCY OF EAGLE, IDAHO, ADOPTING ITS OWNER PARTICIPATION AGREEMENT REIMBURSEMENT POLICY AND PROVIDING AN EFFECTIVE DATE." Gold seconded the motion. **ALL AYES MOTION CARRIES**

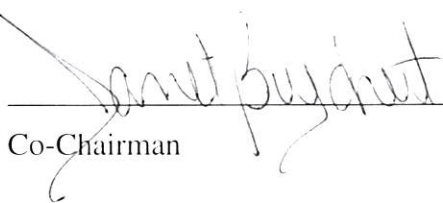
e. ACTION ITEM: Discussion on Budget. Buschert stated this is an ongoing discussion, two items to pass on. Request from Pacific, she will talk with them about how to submit a completed request. The other item is more information regarding our tax increment. She left copies of a 3-year comparison and the estimate of \$677,000 by the assessor's office for our upcoming revenue amount. These are items that can be plugged into our amended budget.

7. **PUBLIC COMMENTS:** None


8. ACTION ITEM: **EXECUTIVE SESSION: 74-206 (a) To consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need. This paragraph does not apply to filling a vacancy in an elective office or deliberations about staffing needs in general.** Bastian made a motion at 12:32 pm, to enter into executive session per IC 74-206 (a) To consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need. This paragraph does not apply to filling a vacancy in an elective office or deliberations about staffing needs in general seconded by Gold. **ROLL CALL VOTE: BASTIAN, BUSCHERT, BURNETT, GOLD, RIDGEWAY, ALL AYES. MOTION CARRIES.**

Out of executive session at 1:03 no decisions were made.

9. **ADJOURNMENT:** Motion by Bastian, seconded by Ridgeway.



Co-Chairman



Secretary