



**EAGLE URBAN RENEWAL AGENCY**  
**REGULAR MEETING MINUTES**  
660 E. Civic Lane, City Hall Council Chambers  
Eagle, ID 83616  
October 1, 2019

**PUBLIC COMMENT GUIDELINES:** The Eagle Urban Renewal Agency typically welcomes public comment on all agenda items. In order to effectively manage the meeting, the Board Chair may place reasonable restrictions on public participation, including without limitation, time limits, avoiding duplicate testimony and individual and audience decorum. Public comments on items not on the agenda will take place at the end of the meeting. Some items are public hearings in which case public comment will be taken only during such time when the Public Hearing is open. After commenting each person will be seated with no further debate, dialogue, or comment. NOTE: No comments will be permitted regarding active land use applications involving public hearings with the City of Eagle in accordance with the Idaho Open Meeting Laws and the Local Land Use Planning Act (LLUPA).

Comments shall be limited to matters that pertain to Eagle Urban Renewal Agency issues. If you would like to submit written comments on any item, please do so at least 24 hours in advance to ensure Commissioners 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 [executivedirector@eagleurbanrenewal.org](mailto:executivedirector@eagleurbanrenewal.org).

**Members:** Stan Bastian, Ian Burnett, Janet Buschert, Miranda Gold, Jane Kramer, Andrew McNeil, Stan Ridgeway

**I. CALL TO ORDER** – Chair Buschert

*Chair Buschert called the meeting to order at 6:00 p.m.*

**II. ROLL CALL/CONFIRMATION OF QUORUM** – Chair Buschert

*Executive Director Robin Collins called the roll.*

*Commissioner Bastian – Absent*

*Commissioner Burnett – Present*

*Commissioner Buschert – Present*

*Commissioner Gold – Present*

*Commissioner Kramer – Present*

*Commissioner McNeil – Present*

*Commissioner Ridgeway – Present*

*Let the record show the agency had a quorum.*

**III. PLEDGE OF ALLEGIANCE**

*All stood for the Pledge of Allegiance*

#### IV. AGENDA APPROVAL

*Commissioner Gold made a motion to approve the agenda. Commissioner Burnett seconded the motion. All said Aye. Motion carried 6-0.*

#### V. CONSENT AGENDA (All Consent items are considered ACTION ITEMS) - Chair Buschert

These items will be approved by a single vote unless a Board member requests to remove an item for specific discussion and/or action

##### A. Approve Minutes of the September 3, 2019 Meeting.

*Commissioner Gold made a motion to approve the consent agenda. Commissioner Kramer seconded the motion.*

*All said Aye. Motion carried 6-0.*

#### VI. NEW BUSINESS – ACTION ITEMS

##### A. **Presentation by Ralph Perez of American Legion** – Presentation of project and consideration of participation by the EURA

*Ralph Perez, Judge Advocate for the American Legion in charge of legal or business matters affecting the post gave a presentation to the agency on the history of the American Legion, the role of the organization, and the ideas and goals for future growth of the organization, which included discussion on the possibility of participation by the urban renewal agency in acquiring land to relocate the American Legion within the downtown area.*

*Commissioners discussed and asked questions of Mr. Perez in regard to his presentation. The agency concluded that further exploration and more future meetings would be necessary in order to help them understand the scope of the project, the details, and how the agency might participate, if permitted by Idaho Statutes and approved by the Board.*

*No action was taken.*

##### B. **RFP Review Committee Presentation and Recommendation** – Presentation, discussion and consider approval of recommendation presented by the RFP Review Committee. – Robin Collins & Commissioner Burnett

*Executive Director Robin Collins gave a presentation on the proposal that was submitted in response to the request for proposal for the museum property. Ms. Collins walked through the critical components within the proposal and the respondents request for participation and purchase price. At the conclusion of the presentation, Ms. Collins provided the recommendation of the RFP Review Committee as follows:*

*The EURA's RFP Review Committee recommended approval and acceptance of the RFP proposal submitted by The Pacific Companies (TPC) and Marissa and Marina Imports, LLC, to include the EURA's participation of \$300,000 towards infrastructure improvements, with an amendment to reduce*

*the purchase price from \$72,600 to \$50,000 and the developer to assume responsibility for all costs of demolition and any environmental remediation, and direct legal counsel and the Agency's Executive Director to proceed with drafting a development agreement for redevelopment in partnership with the EURA, TPC, Marissa and Marina Imports, LLC and the City.*

*The Board had some questions regarding timelines and some components of the proposal. There was also some discussion regarding how the process would work moving forward.*

*Commissioner Ridgeway made a motion to approval and acceptance of the RFP proposal submitted by The Pacific Companies (TPC) and Marissa and Marina Imports, LLC, to include the EURA's participation of up \$300,000 towards infrastructure improvements, with an amendment to reduce the purchase price from \$72,600 to \$50,000 and the developer to assume responsibility for all costs of demolition and any environmental remediation, and direct legal counsel and the Agency's Executive Director to proceed with drafting a development agreement for redevelopment in partnership with the EURA, TPC, Marissa and Marina Imports, LLC and the City. Commissioner Burnett seconded the motion.*

*There was some discussion if the City needed to be listed as a partner in the development agreement. The Executive Director explained the language was to ensure City requirements were met as part of the agreement. Legal Counsel Todd Lakey stated language could be added to the development agreement to ensure this requirement is met without listing the City as a partner. Commissioner Ridgeway amended his original motion to the following:*

*To approve and accept the RFP proposal submitted by The Pacific Companies (TPC) and Marissa and Marina Imports, LLC, to include the EURA's participation of up \$300,000 towards infrastructure improvements, with an amendment to reduce the purchase price from \$72,600 to \$50,000 and the developer to assume responsibility for all costs of demolition and any environmental remediation, and direct legal counsel and the Agency's Executive Director to proceed with drafting a development agreement for redevelopment in partnership with the EURA, TPC, and Marissa and Marina Imports, LLC. Commissioner Burnett seconded the amended motion.*

*Roll Call Vote:*

*Commissioner Burnett - Aye*

*Commissioner Buschert - Aye*

*Commissioner Gold - Aye*

*Commissioner Kramer - Aye*

*Commissioner McNeil - Aye*

*Commissioner Ridgeway - Aye*

*All said Aye. Motion carried 6-0.*

**C. Finance Report & Payables – Robin Collins**

*Executive Director Robin Collins presented the financial report and payables. Commissioners directed Ms. Collins to add the YTD accrued interest for the Local Government Investment Pool account to future reports.*

*Commissioner Ridgeway made a motion to approve the financial report and payables. Commissioner McNeil seconded the motion.*

*Roll Call Vote:*

*Commissioner Burnett - Aye*

*Commissioner Buschert - Aye*

*Commissioner Gold - Aye*

*Commissioner Kramer - Aye*

*Commissioner McNeil - Aye*

*Commissioner Ridgeway - Aye*

*All said Aye. Motion carried 6-0.*

**VII. INFORMATION/DISCUSSION ITEMS – NON-ACTION ITEMS**

**A. Executive Directors Report – Robin Collins, Executive Director**

*There were no further reports.*

**B. Legal Counsels Report – Todd Lakey, Legal Counsel**

*Legal Counsel Todd Lakey stated a public records request for the RFP.*

**C. Chair and Board Reports/Updates**

*Chair Buschert gave an update on the status of the MOA for Executive Director services between the EURA and the City of Eagle.*

*Ms. Buschert also mentioned she did meet with two of the Erme's prior to the RFP submission deadline to review the types of elements that would be appropriate in response to the RFP and what the process might look like following that.*

**D. Committee Reports/Updates**

*There were no committee reports or updates.*

**VIII. PUBLIC COMMENTS**

See the note at the top of the agenda for information about public comment period. Action may not be taken at the current meeting on matters raised in this public comment section. The Board may place items raised in this section on a future agenda for discussion and possible action.

**IX. ADJOURNMENT**

Motion to adjourn.

*Commissioner Gold made a motion to adjourn. Commissioner Kramer seconded the motion.*

*All said Aye. Motion carried 6-0.*

*Meeting adjourned at 7:30 p.m.*

ADOPTED BY THE BOARD OF COMMISSIONERS OF THE EAGLE URBAN RENEWAL AGENCY ON THE 6<sup>TH</sup> DAY OF NOVEMBER 2019.

  
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Janet Buschert, Chair

  
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Robin Collins, Executive Director