



**EAGLE URBAN RENEWAL AGENCY
REGULAR MEETING MINUTES**

March 3, 2020 – 6:00 pm

Eagle City Hall, 660 E. Civic Lane

****COUNCIL CHAMBERS****

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.

Members: Ian Burnett, Janet Buschert, Miranda Gold, Jane Kramer, Andrew McNeil, Jason Pierce, Brad Pike

I. CALL TO ORDER –

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

II. ROLL CALL/CONFIRMATION OF QUORUM –

Executive Director, Robin Collins called the roll. BURNETT, BUSCHERT, GOLD, KRAMER, PIERCE and PIKE were present. MCNEIL was absent.

A quorum was present. 6-1.

III. PLEDGE OF ALLEGIANCE

IV. AGENDA APPROVAL

GOLD made a motion to approve the agenda. KRAMER 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 February 4, 2020 Joint EURA/City Council Meeting and the February 18, 2020 EURA meeting.

BURNETT made a motion to approve the consent agenda with the deletion of the duplication of the words “pledge of alliance” from the February 4th joint meeting minutes. GOLD seconded the motion. All said Aye. Motion carried 6-0.

VI. OLD BUSINESS (ACTION ITEMS)

A. RFP for Comprehensive Downtown Parking Study – Presentations and possible action on moving forward with a consultant to perform a downtown comprehensive parking study.

1. **Presentation by Kimley-Horn for Parking Study RFP** – Presentation by Kimley-Horn and Board Q&A

Kimley-Horn gave a presentation answering questions the board had on the proposal. Following the presentation, there was some board discussion and follow-up questions for the consultant. No formal action was taken on this item.

VII. PUBLIC HEARING – (ACTION ITEMS)

A. Public Comment for Agency’s 2019 Calendar Year Report – Presentation and acceptance of the 2019 Calendar Year Report, directing the Executive Director to file a copy with the City of Eagle.

1. Presentation by Agency Executive Director
2. Public Comment
3. **ACTION ITEM:** Approve Resolution No. 20-002, A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE URBAN RENEWAL AGENCY OF EAGLE, IDAHO, ACCEPTING AND APPROVING THE 2019 ANNUAL REPORT FOR THE EAGLE URBAN RENEWAL AGENCY (“EURA”); AUTHORIZING AND DIRECTING LEGAL COUNSEL AND/OR THE SECRETARY TO TAKE ALL NECESSARY ACTION REQUIRED REGARDING THE ANNUAL REPORT; AND PROVIDING AN EFFECTIVE DATE.

Executive Director, Robin Collins presented the 2019 annual calendar year report to the board. There was some discussion on the report by the board. CHAIR BUSCHERT opened up the public hearing. Seeing no one present to comment on the report, CHAIR BUSCHERT closed the public hearing.

GOLD made a motion to approve Resolution No. 20-002, a resolution of the board of commissioners of the urban renewal agency of Eagle, Idaho, accepting and approving the 2019 annual report for the Eagle Urban Renewal Agency (“EURA”); authorizing and directing legal counsel and/or the Secretary to take all necessary action required regarding the annual report; and providing an effective date. KRAMER seconded the motion. All said Aye. Motion carried 6-0.

VIII. NEW BUSINESS – (ACTION ITEMS)

A. Warranty Deed for Conveyance of EURA Owned Property to ACHD – Review, discuss and consider approval for Chair to sign a warranty deed conveying approximately 885 square feet to ACHD for future right of way improvement, and approve the executive director or legal counsel to record such document at the Ada County Recorder’s office.

Executive Director, Robin Collins requested the board table this item until the agency is able to obtain a preliminary title report. GOLD made a motion to table the item until a preliminary title report is obtained. BURNETT seconded the motion. All said Aye. Motion carried 6-0.

- B. **RFP for disposal of 2,228 SF of EURA Owned Property**– Review, discuss and possible action on soliciting proposals for the acquisition of a EURA owned remnant parcel located adjacent to where the Palmetto road extension will take place.

Executive Director Robin Collins gave a brief explanation of the RFP for the disposal of property. The board had some discussion on the proposal. GOLD made a motion to approve the request for proposal for disposal of 2,228 SF of EURA owned property. BURNETT seconded the motion. All said Aye. Motion carried 6-0.

- C. **Financial Report & Payables** – Presentation and approval of financial report & payables

Executive Director, Robin Collins presented the financial report and payables.

D.L. EVANS BANK ACCOUNT	
Beginning Balance as of January 2020	\$3,441.36
Deposits	\$587,126.72
Ending Balance as of January 29 2020	\$571,723.10

LOCAL GOVERNMENT INVESTMENT POOL (LGIP)	
Beginning Balance as of January 2020	1,190,274.80
Accrued Interest for Jan. 2020	\$1,910.37
Transfer from LGIP to D.L. Evans	\$10,000.00
Ending Balance as of January 29 2020	\$1,182,318.18

PAYABLES		
February On-Line Payables		
Idaho Power	Power bill for 67 E. State St.	\$30.02
Intermountain Gas	Gas bill for 67 E. State St.	\$94.40
Eagle Sewer District	Sewer bill for 67 E. State St.	\$36.00
March Payables		
Idaho Statesman	Legal ad for parking RFP	\$114.05
City of Eagle	Executive director services	\$1,165.22
Caselle	Support and Maintenance of Financial software system	\$244.00
RiveRidge Engineering	50% of redesign of gravity irrigation systems	\$621.25
Borton-Lakey Law	Legal services for Dec. 2019 and Jan. 2020	\$1,872.00
	TOTAL	\$4,176.94

PIKE made a motion to approve the financial report and payables. GOLD seconded the motion. Roll Call Vote.

BURNETT	Aye
BUSCHERT	Aye
GOLD	Aye
KRAMER	Aye
PIERCE	Aye
PIKE	Aye

All said Aye. Motion carried 6-0.

- D. Urban Renewal Workshop Training – Discuss and consider approval of expenses for attendance of the Urban Renewal Workshop hosted by the State Tax Commission on April 13-14, 2020 in Boise. Cost is \$98 per person.**

CHAIR BUSCHERT presented the urban renewal workshop training item and the desire to send the executive director. The board agreed it would be good to send the chair as well. GOLD made a motion to approve sending the chair and the executive director to the training for \$98 per person. KRAMER seconded the motion. Roll call vote.

BURNETT	Aye
BUSCHERT	Aye
GOLD	Aye
KRAMER	Aye
PIERCE	Aye
PIKE	Aye

All said Aye. Motion carried 6-0.

- E. RFP for Downtown Redevelopment of 67 E. State St. – Discuss the status of the current RFP proposal and consider moving forward with the current proposal or re-opening the RFP.**

CHAIR BUSCHERT opened up the discussion on the RFP for downtown redevelopment. Executive Director Robin Collins gave an update on recent communications with the developer and the City; a meeting was held to discuss some architectural changes to the façade of the building in order to address concerns from the public. Collins stated the developer is working hard to come up with a product that meets the desires of the EURA, the City and the community. Collins mentioned that as the downtown continues to have interest for redevelopment, the City is having the conversations on what they want the downtown to look like. GOLD asked if the City is open to the EURA being part of the discussions on downtown design? Collins stated she would definitely ask the City if the EURA could play a role. After

further discussion by the board, the board agreed to give the developer more time to progress the project forward. **KRAMER** made a motion to table the item until the April meeting. **GOLD** seconded the motion. All said Aye. Motion carried 6-0.

IX. INFORMATION/DISCUSSION ITEMS – (NON-ACTION ITEMS)

A. Executive Directors Report – Robin Collins, Executive Director

There were no reports.

B. Legal Counsels Report – Todd Lakey, Legal Counsel

Lakey reported on some topics that are currently going through the legislature.

C. Chair and Board Reports/Updates

CHAIR BUSCHERT reported on showing the museum to someone who was interested in leasing. **BUSCHERT** also mentioned the UR101 training and getting that on the calendar. For transparency purposes, **BUSCHERT** mentioned she had testified at a City Council meeting in regard to the Landing.

PIERCE discussed the City has been getting a lot of interest in downtown Eagle.

PIKE briefly brought up the topic of shared parking in downtown. Executive Director Robin Collins stated the topic could be part of the discussion with the Project Development Committee.

D. Committee Reports/Updates

There were no committee reports/updates.

X. 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.

CHAIR BUSCHERT opened up the meeting for public comments. Seeing no public and no comments, **BUSCHERT** closed public comment.

XI. ADJOURNMENT

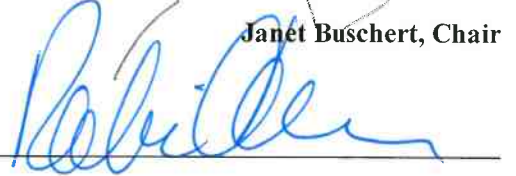
Motion to adjourn.

GOLD made a motion to adjourn. **PIKE** seconded the motion. All said Aye. Motion carried 6-0. Meeting was adjourned at 7:52 p.m.

ADOPTED BY THE BOARD OF COMMISSIONERS OF THE EAGLE URBAN RENEWAL AGENCY ON
THE 17TH DAY OF MARCH 2020.



Janet Buschert, Chair



Robin Collins, Executive Director