



**EAGLE URBAN RENEWAL AGENCY**  
**MEETING MINUTES**  
June 2, 2020 – 6:00 pm

Eagle City Hall, 660 E. Civic Lane  
**\*\*COUNCIL CHAMBERS\*\***  
AND  
VIA WEBEX & LIVESTREAM

**I. CALL TO ORDER:**

**II. ROLL CALL/CONFIRMATION OF QUORUM:**

Present: BURNETT, BUSCHERT, GOLD, KRAMER, MCNEIL, PIERCE, PIKE

**III. PLEDGE OF ALLEGIANCE:**

**IV. AGENDA APPROVAL:**

Motion to approve or amend the agenda.

GOLD made a motion to approve the agenda. KRAMER seconded the motion. All said Aye.  
Motion carried 7-0.

**V. REPORTS:**

a. Chair and Board Reports

There were no chair and board reports.

b. Executive Director Reports

There were no executive director reports

c. Legal Counsel Reports

There were no legal counsel reports

d. Committee Reports

There were no committee reports. The project development committee is still working on a date to meet.

**VI. PUBLIC COMMENT:**

The Eagle Urban Renewal Agency is taking remote public comment via WebEx. Meeting login instructions are posted on <https://www.cityofeagle.org/1698/Virtual-Meetings>. If you want to watch the meeting without giving comment, please watch our livestream at <https://www.cityofeagle.org/305/City-Agendas-Videos>. 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 comment. There was no public comment.

**VII. CONSENT AGENDA (All Consent items are considered ACTION ITEMS):**

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 May 19, 2020 meeting.

GOLD made a motion to approve the consent agenda. MCNEIL seconded the motion. All said Aye. Motion carried 7-0.

**VIII. OLD BUSINESS:**

A. ACTION ITEM: **Downtown Parking Study:** Discuss and consider approval to authorize the Chair to enter into a contract with Kimley-Horn for a comprehensive downtown parking study.

COLLINS gave the board an update on Kimley-Horns response to being able to do certain portions of the parking study now and save some until 2-3 months down the road when things start to return to normal. The board discussed the pros and cons of moving forward with a parking study at this time. GOLD made a motion to approve moving forward with Kimley-Horn to do the parking study. Due to a lack of second, the motion failed.

The board decided to wait on revisit the idea of a parking study in the future.

**IX. NEW BUSINESS:**

A. ACTION ITEM: **Lease Agreement for EURA Owned Property at 67 E. State St.:** Review and consider authorizing the Chair to sign a lease agreement between the EURA and Gianni Erme of Wild West for the lease of 67 E. State Street.

BUSCHERT opened up the discussion by giving details of the conversation with Gianni regarding the lease agreement and his request for participation in some of the improvements such as cutting a hole in the wall between the two buildings. Legal Counsel went through the redlines (changes) to the lease agreement. There was also some explanation on the ability for the EURA to participate in the cost of improvements. The board did not have an interest in participating in the cost of cutting a hole in the wall between the two buildings. There was some discussion on the holdover amount in the agreement and adding some language in the lease agreement about the door and who it belongs to and the responsibility of when the lease expires.

MCNEIL made a motion to approve the building lease as identified in today's handout including the redlines. KRAMER seconded the motion. Legal Counsel asked about a commencement date and said that needs to be filled in. There was some board discussion on how to structure the lease as far as start dates and what needs to be done to comply with the City requirements. The executive director explained about the change of use kicking in improvements because it is a non-conforming use. If such requirements are desired to be waived, it would need to go before City Council. The board discussed building in some language about if they do not get approval from the City, the lease can be terminated. Legal Counsel asked if they would start paying rent immediately. The board decided they would not require rent to be paid until they obtain approvals through the City. MCNEIL amended his original motion to add start delivery of

possession starting effective tomorrow as well as language for the EURA and the tenant to work with the City to obtain permits and approval, and if the City approval is not obtained, the lease could be terminated. Lega Counsel asked about a timeframe to gain approvals. The board discussed what the tenant may want to do prior to gaining approvals such as cleaning the inside and painting. MCNEIL decided to begin again on his motion, therefore KRAMER withdrawer her original second. MCNEIL made a motion to approve the lease agreement commenced upon signing and asked legal counsel to help on the wording of the motion. LAKEY stated the motion could include language that tenant may use the premises to the extent permissible by the City. Upon the effective date, tenant must obtain permits and approvals from the City with the assistance of the EURA. If the tenant does not obtain permits and approvals from the City which are acceptable to the tenant, the tenant may cancel the lease. MCNEIL clarified that he makes a motion using the language that Mr. Lakey provided with the commencement date being June 3, 2020. BURNETT seconded the motion. There was some additional discussion on if this is a cost-effective move for the tenant being that the fire doors are expensive. BUSCHERT stated the tenant is weighing all costs. Roll Call Vote:

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

All said Aye. Motion carried 7-0.

B. ***ACTION ITEM: Downtown Public Parking Lot:*** Discuss options for partnering with the Baptist Church to develop a parking lot on their property that could be used for public parking. Consider action and direction for moving forward.

COLLINS gave a brief history of this project and updates on information provided by the City Engineer in regard to layout and estimated costs. The board discussed the need to ensure compliance with City Codes on landscaping and parking interrupts. This proposal would also need to go before City Council. The board stated they would like to see more information on the plan, along with updated cost estimates. There was some discussion on seeing if the owner of the property would be open to sharing some of the costs.

There was no formal action taken on this item.

C. ***ACTION ITEM: Financial Report & Payables:*** Presentation and approval of financial report & payables

COLLINS presented the financial report and payables. There was also some discussion on the need to ensure the ability to pay bills in excess of \$5,000 in between meetings in emergency cases like during COVID-19. Because that item was not listed on the agenda, staff and legal counsel will come back at a future meeting with an amended to any existing resolutions. PIKE made a motion to accept the financial report and payables. GOLD seconded the motion. Roll Call Vote:

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

All said Aye. Motion carried 7-0.

**X. BUDGET WORKSHOP**

Budget workshop to discuss priority projects, need for bonding during the fiscal year, potential revenue losses due to the impacts of COVID-19, and direction to staff for formulating the budget for fiscal year 2020-2021. The workshop will include a presentation by City of Eagle in regard to their Capital Improvement Plan process and the relationship to the EURA. There will be no formal action taken during the workshop.

COLLINS opened up the budget workshop item with a brief explanation and introduction to have Nichoel Baird-Spencer, Eagle City Planner III, discuss the City's Capital Improvement Plan process and the projects the City could potentially ask the EURA to participate in. This five-year outlook helps the City and would help the EURA to plan for future project investment.

BAIRD-SPENCER gave her presentation which included the reasons behind having a capital improvement plan, the City's process, and went into detail on some projects the EURA could potentially partner with the City on.

COLLINS then went through the estimated tax revenues the EURA could see during FY2021 and the assumptions used to make the projections. The board will have a full budget workshop at the next meeting to discuss potential projects and to prioritize such projects for FY2021 and potentially for future years. This would include the decision if budgeting for going out for bonds is necessary.


There was no formal action taken on this item.

**XI. ADJOURNMENT:**

Motion to adjourn.

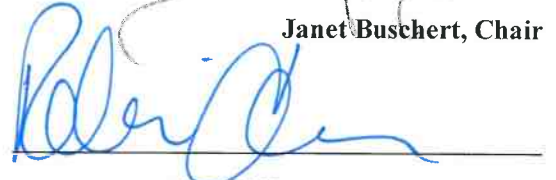
PIERCE made a motion to adjourn. GOLD seconded the motion. All said Aye. Motion carried 7-0. Meeting adjourned at 7:42 pm.

ADOPTED BY THE BOARD OF COMMISSIONERS OF THE EAGLE URBAN RENEWAL AGENCY ON  
THE 16TH DAY OF JUNE 2020.



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**Janet Buschert, Chair**



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**Robin Collins, Executive Director**