



## EAGLE URBAN RENEWAL AGENCY

### SPECIAL MEETING AGENDA

September 15, 2020 – 12:00 pm

Eagle City Hall, 660 E. Civic Lane

**\*\*COUNCIL CHAMBERS\*\***

AND

VIA WEBEX & LIVESTREAM

**I. CALL TO ORDER:**

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

BURNETT, BUSCHERT, COFFELT, GOLD, KRAMER, MCNEIL, MCOMBER, MERRILL, TORRE.

**III. PLEDGE OF ALLEGIANCE:**

**IV. AGENDA APPROVAL:**

Motion to approve or amend the agenda.

**V. REPORTS:**

- A. Chair and Board Reports
- B. Executive Director Reports
- C. Legal Counsel Reports
- D. Committee Reports

**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.

This time is reserved for public comment to address the Board of Commissioners regarding concerns or comments they would like to provide to the commissioners regarding subjects **not** on the agenda. At times, the Board may seek comments/opinions regarding specific URA matters during this allotted time. This is **not** the time slot to give formal testimony on a public hearing matter, land use applications going through the City, or comment on a pending applications or proposals. Out of courtesy for all who wish to speak, the Board requests each speaker limit their comments to three (3) minutes.

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).

**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 September 1, 2020 meeting.

**VIII. OLD BUSINESS:**

NONE

**IX. NEW BUSINESS:**

- A. **ACTION ITEM: Kimley-Horn Professional Services Agreement:** Discuss and authorize the Chair to sign the professional services agreement between the EURA and Kimley-Horn for a comprehensive downtown parking study in the amount not to exceed ninety-seven thousand, seven hundred fifty-one dollars (\$97,751).
- B. **ACTION ITEM: Professional Services Agreement for Executive Director Services:** Discuss and authorize the Chair to sign the professional services agreement for executive director services between the EURA and AF Public Solutions, whose legal owner is Ashley Squyres.
- C. **ACTION ITEM: Professional Services Agreement for Accounting Services:** Discuss and authorize the Chair to sign the professional services agreement for accounting services between the EURA and CliftonLarsonAllen, LLP or publish a Request for Proposal for a Bookkeeper.
- D. **ACTION ITEM: MOA between the City and the EURA for City Support Services:** Discuss and authorize the Chair to enter into an agreement with the City for support and services.
- E. **ACTION ITEM: FY2020 Audit Engagement Letter:** Discuss and authorize the Chair to sign the audit engagement letter with Quest CPA's that sets forth the objectives, audit procedures and services, management responsibilities, and engagement administration and fees of \$3,450.00 for the FY2020 audit.
- F. **ACTION ITEM: Local Government Investment Pool (LGIP) Agency Contact Information:** Discuss and authorize the executive director to submit the "Change of Contact Information" form to Idaho State Treasurer's Office with an updated list of board members and authorizing Ashley Squyres as an additional authorized user and removing Robin Collins as an authorized user.
- G. **ACTION ITEM: D.L. Evans Bank Account Signatories/Users:** Discuss and authorize removing Robin Collins from the D.L. Evans Bank Account and closing out the credit card in her name, and add Ashley Squyres as an authorized user and signer on the D.L. Evans account, making her a signer for checks, and issuing a new credit card in her name, and providing Ashley online access to the account.

H. *ACTION ITEM: Amendment No 1 to MOU with City for Cost Share (Eagle and State Street):* Discuss and authorize the Chair to sign Amendment No 1, an amendment to the original Memorandum of Understanding between the City of Eagle and the EURA for design work for streetscape and sidewalk improvements along a portion of Eagle Road and State Street.

I. *ACTION ITEM: Amendment No 1 to MOU with City for Cost Share (Downtown Eagle, aka Downtown Grid):* Discuss and authorize the Chair to sign Amendment No 1, an amendment to the original Memorandum of Understanding between the City of Eagle and the EURA for design work for additional streetscape and sidewalk improvements in Downtown Eagle.

J. *ACTION ITEM: Financial Report:* Discuss and approve acceptance of financial report.

**X. BOARD WORK SESSION:**

Work sessions are intended to provide opportunities for board members to discuss various topics, refine or clarify the agency priorities, evaluate current processes, and to strategically plan for future projects, goals, and objectives. Board work sessions will contain a quorum of the board and issues requiring official action will be discussed and considered, but there will be no official action or voting at the meeting. Items requiring official action or voting will be placed on a future agenda as an action item and noticed accordingly.

- A. District Overview and Plan Objectives
- B. Current Priorities and FY2020-2021 Budget
- C. Current and Future Downtown Streets and Circulation Projects
- D. Other Projects of Interest
- E. Open Discussion

**XI. ADJOURNMENT:**

Motion to adjourn.