

Urban Renewal Agency

MEETING MINUTES

March 9, 2010

Eagle City Hall – Freedom Room
660 E. Civic Lane • Eagle, ID 83616

Chair Cameron Arial called the Meeting of the Eagle Urban Renewal Agency to order at 4:00 p.m.

- **Roll call** was taken and the following were present . . . Jason Hass, Doug Racine, Jason Pierce, Teresa Yragui, Bob Bruce, and Mike Huffaker.
- **Secretary Certified Meeting Notice:** Sherry Atwell certified that the meeting had been legally noticed in accordance with Idaho Code 67-2343.
- **Changes to Agenda/Confirm Agenda:** Mike Huffaker made a motion to change the Agenda that within the Planning Session Discussion will get a brief update on the block grant through Sage and under the Update on the Four Corners Property will also discuss the comp plan. Doug Racine seconded the motion. All Ayes . . . motion carries.
- **Approval of Minutes of the January 19, 2009 Meeting:** Jason Pierce made a motion to approve the minutes as submitted. Teresa Yragui seconded the motion. All Ayes . . . motion carries.
- **Treasurer's Report:** Jason Haas read the vouchers needing approval dated 2/10/2010 and 3/9/02010. Jason Pierce made a motion to approve payments as presented by the Treasurer. Doug Racine seconded the motion. Motion carries.

Jason Haas also noted that he had reviewed and initialed the bank statements.

Bobby Lawrence of Eide Baily gave an overview of the audit they conducted of the Agency. While there had been some concern in transferring the books from the City to the intro books of the Agency and maintaining that . . . this was an unusual audit in that typically an audit is done on a test basis on the transactions throughout the year. Because of the scope of the transactions of the Agency, not very many, and the fact that there was concern over the transferring of the books, everything was reviewed. Adjusting entries were made from City's records to the Agency's books. From a level of comfort, it is with reasonable assurance that the financial statements are accurate and he is 100% sure that the audit is accurate.

Bobby went over the audit and explained that the Agency had an auditor's clean opinion. There was nothing in the audit requiring a qualified opinion. Findings and recommendations

are found in the report. In summary, the Agency's books are now stand alone and are current.

- Jason Pierce made a motion to accept the audit as presented today and Ryan Armbruster will file with the State. Bob Bruce seconded the motion. All Ayes . . . motion carries.
- ***Election of Vice Chair & Member Discussion:*** Jason Haas advised that there is no one filling the vice chair position. In February the election of officers was deferred to March because of items going on within the City and the Agency, including reduction of the number of Board Members to 7. This is a City Council mandate and we will ask them to reduce this number, look at terms for each member, and reduce the number needed to have a quorum. Jason Pierce made a motion to defer the election of Vice Chair until the May meeting. Teresa Yragui seconded the motion. All Ayes . . . motion carries. Mike Huffaker will look into revising the number of Board Members to 7 with the City Council.
- ***Planning Session Discussion:*** Teresa Yragui asked to defer to the May meeting in order to prepare a more formal update/recap. Mike Huffaker stated that the City has a meeting with Sage on Wednesday, March 10th at 1:30 p.m. The City is applying for a block grant. The application is from the City, but Urban Renewal support of that application is critical to the grant.
- ***Update on the Four Corners Property:*** Chair Ariel, Ryan Armbruster, and Jason Haas met with a potential consultant and are looking for a consultant who will do a study on the Four Corners property and tell us what the hurdles are for a project on those lots, economically and feasibly, and what they would envision on that corner. The first consultant has a scheduling problem with other projects going on. Ryan Armbruster advised that the challenge of this has been that the Agency needs someone who has had some development experience as opposed to a real estate broker. Looking at some complexities there that are beyond a marketing analysis or how much the property is worth by way of sale. Will continue the search for a consultant.

Doug Racine is on a committee working with Bill Vaughan and Nicole on reviewing the wording of the Comp Plan. Has always felt that the Agency did not have a comp plan/vision of where it was going. Is encouraged with what has been discussed at the comprehensive plan. Is following the studies that were done by the University of Idaho students a few years ago. There are some interesting areas that are within the Urban Renewal boundaries. This could help to provide the groundwork for some real projects for the Agency. Mike Huffaker advised that the timeline for the comp plan is . . . February and March is scheduled for review of the comp plan chapter by chapter; April 2010 – public outreach and open house; May – workshop and hearing process with the Planning and Zoning Commission; and then June/July City Council workshop hearing process. Doug Racine suggested that a presentation be made to the Agency so that members can understand the “vision” at the May meeting.

- ***Counsel Report:*** Ryan Armbruster gave handouts . . . at the last meeting we discussed what could we do to assist a property owner who was looking at improving their property. This is used by CCDC and is just for review by the members as to what we could do.

Under statute, an Urban Renewal Agency is to complete an Annual Report by March 31st of each year. One was completed last year that was very straight forward. It is a two-page document that summarize what has or has not been done through the calendar year. It references that the annual audit has been filed with the City and the Legislative Services. A short notice is then published in the paper stating that it has been filed with City Clerk and anyone who wants to see it can go to the Clerk and get a copy. Ryan's office and Sherry Atwell will coordinate to complete and get signatures from Chair and Treasurer, so that it can be filed on time.

On the litigation side, since January, the Rexburg case has been decided in Rexburg's favor and the Nampa case has been resolved.

The legislature . . . proposed two-part statute . . . (1) would reform the current statute concerning much of the administrative activity, and (2) compliance issues of the Urban Renewal Agency. Reform statutes 20 and 29 and a new Chapter 32 which would reclassify some project cost definitions. The impact will require additional administrative work.

- ***Motion to adjourn.*** A motion to adjourn was made by Jason Pierce. Doug Racine seconded the motion. All Ayes . . . motion carries.

Hearing no further business for Eagle Urban Renewal Agency, meeting adjourned at 5:30 pm..

RESPECTFULLY SUBMITTED

Jason Pierce – Secretary

APPROVED:

Cameron Arial/Chairman