

Eagle Urban Renewal Agency

REGULAR MEETING MINUTES

Wednesday, May 2, 2012

6:00 p.m.

Eagle City Hall - Freedom Room

660 E. Civic Lane, Eagle, Idaho

1. Call to Order: Sherry Atwell calls the meeting to order at 6:00 p.m.
2. Roll Call by Secretary Atwell - Reynolds, Semanko, Defayette, Butler
3. Secretary Atwell Certifies Meeting Notice.
4. **Changes to the Agenda:** No changes.
5. **Public Comment:** None
6. **Approval of Minutes:** Mark Butler made a motion to approve the minutes from the March 28, 2012 meeting. Norm Semanko seconded the motion. All ayes – motion carries.
7. **Consideration and approval of submitted invoices – Cheryl Bloom:** Discussion was held regarding the reimbursement to Naomi Preston and Cheryl Bloom. The contract is with Naomi Preston for reimbursement of paid invoices and the check must be made out to her to pay the submitted paid invoices. Naomi can submit in writing to the Board, an assignment authorizing payment to Cheryl Bloom. A motion was made by Norm Semanko to authorize Treasurer to reimburse the expenses when Naomi submits the assignment to pay Cheryl. Mark seconded the motion. All ayes – motion carries. Mark Butler suggested that the volunteers need a personal thank you from the Agency, as well as Cheryl for heading it up, and a letter to Old Valley Farms who donated over \$1,000 for the project. Total project cost is at \$6,000 which does not include the irrigation.
8. **Treasurer's Report:** Mary Defayette read vouchers for approval. Norm Semanko made a motion to approve the submitted invoices as described by the Treasurer. Mark Butler seconded the motion. A roll call votes was taken: Reynolds: aye; Semanko: aye; Defayette: aye; and Butler: aye. All ayes – motion carries.
9. **Interview of Applicant, Lindsey Pretty-Weasel for EURA Secretary/Custodian of the Records:** Mark Butler introduced Lindsey and went over job tasks. Lindsey advised that she has been with Washington Trust for 5 years and is the secretary on the Board for the Eagle Chamber for over a year, Chairs Eagle Fun Days, and is Ambassador for the Chamber. Looking forward to working with the Agency. Mark Butler proposed that the beginning salary be at \$15 per hour and be reassessed after six months. This was acceptable to Lindsey. Mark Butler made a motion for the Secretary and custodian of the records is Lindsey Pretty-Weasel. Norm Semanko seconded the motion. All ayes –motion carries. Matt Parks will prepare a contract.

10. ***Interview Engineers who submitted proposals to the EURA and establishment of on-call EURA Engineering firm(s):*** The following firms made presentations followed by a question and answer period:

- a. Forsgren Associates, Inc.
- b. KM Engineering LLP
- c. The Land Group, Inc.

Discussion followed. Mark Butler made a motion to place all three engineering firms on the on-call list. Norm Semanko seconded the motion. All ayes - motion carries.

11. ***Interview Landscape Architects who submitted proposals to the EURA and establishment of on-call EURA Engineering firm(s):*** The following firms made presentations followed by a question and answer period:

- a. The Land Group, Inc.
- b. South Landscape Architecture, P.C.

Discussion followed. Mark Butler made a motion to place both Landscape Architect firms on the on-call list. Mary Defayette seconded the motion. All ayes - motion carries.

12. ***Possible Issuance of a task order for engineering/Landscape architecture design for first street improvements from Idaho Street to Aikens Road:*** Mark Butler reported that South Landscape had prepared a rough design of potential improvements for the Agency including pedestrian, curb, gutters, sidewalks, street trees, finishing off unfinished portions of sidewalks/pedestrian amenities extending from Idaho Street to Aikens Road. Discussion followed. Norm Semanko made a motion to ask for bids from all 3 on-call engineers to be submitted by Mary 29, 2012 and to be reviewed at the next meeting. Mark Butler seconded the motion. All ayes – motion carries. Mark will work with and be the contact for the engineers.

13. ***Discussion with EURA Working Committee regarding potential additional members, providing advice to the EURA, Committee tasks and meeting times:*** Mark Butler reported that there are new members to the Committee: Dave Roylance, John Bennett, and Ron Marshall. Norm Semanko made a motion to accept the new members. Mark Butler seconded the motion. All ayes – motion carries. Discussion followed on the transparency policy. Mary Defayette suggested that ACHD be invited to the June meeting to discuss new projects and see what ACHD has planned. Advisory Committee will give a report at the next meeting.

14. ***Review and possible approval of Agreement for First Street/State Street Corner Improvements – Gloria Maheux and Bob Bruce):*** Gloria presented a drafted proposal and an updated Exhibit A. Discussion followed. Norm Semanko made a motion to approve the Agreement and have Chair Reynolds sign with the verbiage changed as discussed and dollar amounts changed as submitted, and Exhibit A now becomes Exhibit B. Mary Defayette seconded the motion. A roll call vote was taken: Reynolds: aye; Semanko: aye; Defayette: aye; and Butler: aye. All ayes – motion carries.

15. ***Discussion and possible appointments of EURA Legal Counsels:*** Norm Semanko asked that this item be deferred until John Grasser is in attendance as specifically requested last

meeting. Norm Semanko made a motion to continue to the next meeting. Mark Butler seconded the motion. All ayes – motion carries.

16. ***Acceptance of resignation of Secretary Atwell and election of new URA Secretary:*** Matt Parks advised that per the Bylaws the Agency has four officers – Chair, Vice Chair, Treasurer, and Secretary. The Agency has elected 3 of the 4, but needs to elect a Secretary of the Agency as opposed to someone who would be handling the records and administrative tasks. Mark Butler made a motion to elect Lindsey Pretty-Weasel as the Agency Secretary. Mary Defayette seconded the motion. All ayes – motion carries.

Mark Butler thanked Sherry Atwell for her past work and help on the Agency.

Norm Semanko made a motion to amend the agenda to add a discussion of changing the meeting date because information was not available prior to the meeting that new information was brought to the Board regarding scheduling conflict among members of the Agency Board. Mark Butler seconded the motion. All ayes – motion carries.

Discussion of moving the meetings to the first Tuesday each month at 6:00 pm. Chair Reynolds made a motion to move the meetings to the first Tuesday each month to begin at 6:00 pm. Mark Butler seconded the motion. All ayes – motion carries. Matt Parks will make the change to the Bylaws.

Chair Reynolds made a motion to adjourn. Mary Defayette seconded the motion. All ayes – motion carries. Meeting adjourned at 8:00 pm.