

EAGLE URBAN RENEWAL AGENCY

MEETING MINUTES

Eagle City Hall, 660 E. Civic Lane
December 5, 2017 6:00 P.M.

The Eagle Urban Renewal Agency welcomes public comment on all agenda items except those which specifically state, "NO PUBLIC COMMENT WILL BE TAKEN ON THIS ITEM." When public comment is not allowed, it is either because the public comment period was held and closed, or the item is an "EXECUTIVE SESSION" item subject to sole review by the agency and its representatives, or other reason as stated by the chairman.

Individuals are asked to limit their remarks to three minutes, and more time is afforded to group representatives. If you want to submit written comments on any item, please do so at least 24 hours in advance to ensure board members 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 info@eagleurbanrenewal.org.

1. **CALL TO ORDER:** at 6:00 pm.
2. **ROLL CALL:** BASTIAN, PIERCE, BUSCHERT, GOLD present. PRESTON is absent.
3. **PLEDGE OF ALLEGIANCE:** Chairman Bastian led the Pledge of Allegiance.
4. **PUBLIC COMMENT:**
5. **ADDITIONS, DELETIONS OR MODIFICATIONS TO THE AGENDA:**
6. **REPORTS BY BOARD MEMBERS, SECRETARY AND ATTORNEY:** Secretary/Treasurer gave her report that consisted of the numbers for November and accounts payable figure for December approval. She reported some information regarding the payment history to the Redevelopment Association of Idaho, and presented the current invoice from that organization. A motion by Gold to pay dues to RAI in the amount of \$850.00, seconded by Buschert. **ALL AYES, MOTION CARRIES.**
7. **TREASURER'S REPORT:**
 - A. **Review of vouchers and checks.**
 - B. **Review of bank statement:** Pierce made a motion to approve the bank statement, seconded by Buschert. **ALL AYES, MOTION CARRIES.**
 - C. **Review of profit and loss sheet and balance sheet:** Motion by Pierce, seconded by Buschert to approve. **ALL AYES, MOTION CARRIES.**
8. **APPROVAL OF MINUTES:** November 8, 2017 special meeting minutes. Motion by Buschert seconded by Bastian to approve the November 8, 2017 minutes. **ALL AYES, MOTION CARRIES.**
9. **UNFINISHED BUSINESS:**
10. **NEW BUSINESS:**
 1. **Ashley Squyres with AF Public Solutions ran through proposed survey questions and viable options for distribution of survey, etc.** – after the meeting in November she was directed to put together a survey, it started out to be about 13 questions, then after a meeting with Bastian and Preston we came up with an additional 4 questions. After a couple of changes, it was sent to the board for consideration. Questions 1-3 are demographics to see who is responding; 4-9 focus on shopping habits/preferences; 10 was project oriented, so I took Janet's suggestion and instead of selecting one, maybe rank the top 3 or 5. The board decided on 5 and to rank them 1 most important and 5 being the least. 11-13 focus on event side; 14 & 15 regard interest in a business district; 16 & 17 are open ended feedback questions. Pierce suggested that on question 15 if the answer is yes or I don't know, to ask for their contact information with our email address. This would be anonymous information. Buschert asked about getting personal information from those that are interested, it was agreed that would be a good idea. Motion by Gold to approve the survey questions as modified, seconded by Pierce. **ALL AYES, MOTION CARRIES.**

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2. **Review and possible approval of website design and development from Valice.** This proposal will update the version of Word Press that we are using and upgrade the website, for the cost of \$650.00, the service credits that we have can offset that cost. A motion by Pierce and seconded by Buschert to approve the update of the website amendment to Scope of Services under existing agreement dated May 7, 2013, initial that change and sign. Then send it back to Jenna for initial of changes for our files. **ALL AYES, MOTION CARRIES.**
3. **Present and approve calendar for 2018 Urban Renewal meeting dates-** Bushert made a suggestion to change the meeting date in November to Wednesday the 7th so it does not conflict with the election again. Gold made a motion to approve the 2018 meeting schedule as amended, Buschert seconded the motion. **ALL AYES, MOTION CARRIES.**

11. **ADJOURNMENT: at 6:45 pm**



Chairman



Secretary