

EAGLE URBAN RENEWAL AGENCY REGULAR MEETING MINUTES

July 3, 2018 6:00 P.M.

1. **CALL TO ORDER:** Chairman Pierce called the meeting to order at 6:03 pm.
2. **ROLL CALL:** PIERCE, BUSCHERT, GOLD, SHEPARD is present by phone. A quorum is present. Bastian is absent.
3. **PLEDGE OF ALLEGIANCE:** Pierce led the Pledge.
4. **ADDITIONS, DELETIONS OR MODIFICATIONS TO THE AGENDA:** Buschert moved to approve the amended agenda, Gold seconded the motion. ALL AYES, MOTION CARRIES.
5. **REPORTS BY BOARD MEMBERS, SECRETARY AND ATTORNEY:**

Lahey discussed some new legislation regarding open meeting laws. The changes include posting meeting information on website if available. All items that may require action need to be listed on the agenda. If you add an item after the meeting starts you cannot take final action on that item unless you declare it an emergency. Lahey gave the members a handout listing the new requirements.
6. ACTION ITEM: **TREASURERS REPORT:**
 1. **Review of bank statement: June 2018**
 2. **Approval of accounts payable in the amount of \$14,875.26**

Ellen gave her report which includes revenue for the month as well as the register balance. (Commissioner Bastian came in at 6:10 pm) She gave an update on some outstanding checks that we put a stop payment on and re-issued those checks, they have already been received and cleared our bank. There was some miscellaneous correspondence this month. We received our 2018 preliminary assessment values which is \$84,075,900.00. Gold made a motion to approve the Treasurer Report, Buschert seconded the motion.

ROLL CALL VOTE: BASTIAN, PIERCE, BUSCHERT, GOLD, SHEPARD. ALL AYES
7. ACTION ITEM: **APPROVAL OF MINUTES:** June 5, 2018 and Special Executive session minutes for June 12, 2018. Buschert moved to approve minutes of June 5, 2018 and the special minutes of June 12, 2018, seconded by Bastian. Buschert had a correction of colleague instead of college, and under B. she felt that Aikens should be the highest priority. Lahey also corrected the Name of Bowman instead of Burton. Buschert amended her motion to include the corrections and Bastian amended his second. ALL AYES, MOTION CARRIES.
8. **NEW BUSINESS:**
 1. ACTION ITEM: **Review and discuss EURA Strategic Planning Project Summary. (Chairman Pierce)** Jason asked Ellen to put the Eagle Urban Renewal Priorities report up on the screen for the commission to review. Each of the 4 top priorities was discussed **Project #1: Pursue new Parking Opportunities; # 2 Removal of Blight; #3 Transportation Improvements; #4 Connectivity Improvements and then at the end of those priorities were recommendations.** These projects were discussed among the commissioners and in some instances expanded upon. Potential partners were discussed in detail, and the need to include all the partners listed and why. It was decided that the URA needs to be more proactive than re-active. Commissioner Buschert commented on the recommendations that were listed as well. The commission discussed a possible committee or multiple committees and

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getting some citizens involved in those committees. Maybe focus on a couple of committees. Sewer issues were discussed, if we look into some of the development issues then we can be knowledgeable about difficult issues on certain pieces of property and be there to help potential developers if it is in our reach to do so. It was recommended that the commission move forward with establishing a committee, and property owners to meet and discuss the development potential in Eagle. We need to have a motion to gather interest and direct a member to work with Attorney to bring a resolution with a scope of work for the committee. Bastian request that chairman explore the concept of developing a committee and once you have some names and goals and objectives of the committee and then come back to the committee with a resolution.

2. **ACTION ITEM: Resolution 18-003 Amending the MOU with the City of Eagle (Attorney)**
Chairman Pierce read the Resolution regarding the amendment to the MOU with the City taking out the section regarding the Goldman property. Bastian made a motion to approve Resolution 18-003, seconded by Gold. ALL AYES, MOTION CARRIES.
3. **ACTION ITEM: Discuss and approve 3rd Amendment to PSA for Engineering Services for RiveRidge Engineering. (Attorney)** This right in right out design has been delayed due to a family matter. The timeline on the agreement expired the end of June so we need to extend that agreement. Bastian made a motion to extend the amendment to the RiveRidge Engineering design. Seconded by Gold. ALL AYES, MOTION CARRIES.
4. **ACTION ITEM: Discussion regarding contract with Clearwater Financial for Bond Consultant services. (Chairman Pierce)** Contract from Clearwater Financial, in preparation for going out for a bond. Buschert asked for clarification under 1. Services the difference between a) and b) where one ends and the other begins. Or maybe tell us other projects they have done and maybe an estimate/average of time and material services they have done. Under b) there are many services they offer but we will most likely not take advantage of because we have our own. The other question was the length of the agreement, it goes through 2021. There is not a lot of termination language in this agreement. Lakey stated that there is some room to add some things to this agreement. A termination clause is standard an indemnification clause is also normal. They are also asking for a \$6,000.00 mobilization fee and it says nothing about being refundable. Bastian made a motion to move Action item, discussion regarding contract with Clearwater Financial for Bond Consultant services to our next meeting and in the meantime have our legal counsel review and amend as necessary. Seconded by Gold. ALL AYES, MOTION CARRIES. Pierce stated that the attorney could work with Cameron on the changes and then bring back to the next meeting for review and approval.
5. **ACTION ITEM: Present bids for new accounting software. (Ellen)** She explained that she had been discussing with one of the clerks today and she noticed that one of the proposals did not include accounts payable. She is now waiting on a second proposal with AP included. She also told the Commission that up to that point she had done a comparison and would have suggested going with Caselle. Buschert asked if in the next proposal if they could add the word support added, also asked was the ability to setup and reconcile an investment account if we choose to go that route. Shepard moved to make that additional call to Caselle for clarification on some of the facts and the addition of the Accounts payable addition. Seconded by Buschert. ALL AYES, MOTION CARRIES.
6. **ACTION ITEM: Review and discuss 1st draft of Budget for FY 18-19. (Ellen)** Presented the preliminary budget figures. She stated that she is speculating that we are leaning toward the bond. She went through the line items of the budget and any increases and why there are additional amounts in what line items. She explained that she has spoken with the auditor on how to incorporate the new line items into the budget form. Pierce said he would like to see the public parking changed to Construction of public infrastructure. He would also like to see the purchase of

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property higher. Buschert asked about the schedule for the budget. Lakey said the budget must be approved by September 1. You must approve a tentative budget, then publish in the paper two times seven days apart before the meeting. We will need to have a couple of extra meetings to get this finalized. Buschert stated that you have relied heavily on actuals and those will need to be updated as we get closer to approval. Lakey suggested removing the word fund from the formal budget headings. It was decided that we would try for a special meeting on July 23rd. Ellen will check for availability and let the board know via email. Bastian moved we move the proposed budget FY 18-19 to the 23rd of July at 6:00 pm. Seconded by Gold. ALL AYES, MOTION CARRIES.

7. **ACTION ITEM: Agreement to Amend the Memorandum of Agreement for Cost Sharing of Engineering Services. (Attorney)** This is the one that is related to the last one we approved. This will amend the date only. Buschert moved to approve the amendment to the MOA for cost sharing of engineering services, with City of Eagle and the Eagle Fire District. Seconded by Bastian. ALL AYES, MOTION CARRIES.

9. **UNFINISHED BUSINESS:** There was questions from Shepard regarding the committee. It was decided that he will work with Pierce on setting the goals and objectives for the Resolution to form the committee.

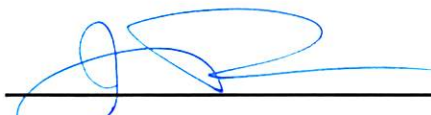
10. **PUBLIC COMMENTS:** None

11. **EXECUTIVE SESSION: 74-206 (C) To acquire an interest in real property which is not owned by a public agency. Historical property.** Bastian made a motion to enter into executive session per ID §74-206 (c) to acquire an interest in real property which is not owned by a public agency. Historical Property at 7:55 pm. Seconded by Gold.

ROLL CALL VOTE: BASTIAN, PIERCE, BUSCHERT, GOLD, SHEPARD. ALL AYES

Out of executive session at 8:56 pm.

12. **ADJOURNMENT:** Motion to adjourn by Gold, seconded by Buschert. ALL AYES, MOTION CARRIES.



Chairman



Secretary