



**MINUTES OF REGULAR MEETING  
BOARD OF COMMISSIONERS  
EAGLE URBAN RENEWAL AGENCY**  
660 E. Civic Lane, City Hall Council Chambers  
Eagle, ID 83616  
June 4, 2019 – 6:00 p.m.

**I. CALL TO ORDER**

Chairman Buschert convened the meeting at 6:08 p.m.

**II. ROLL CALL/CONFIRMATION OF QUORUM – Robin Collins, Executive Director**

Present: Commissioner Buschert, Commissioner Gold, Commissioner Kramer, Commissioner Ridgeway

Quorum confirmed

Agency staff members present were: Robin Collins, Executive Director and Agency Legal Counsel, Todd Lakey

**III. PLEDGE OF ALLEGIANCE**

**IV. AGENDA APPROVAL**

Commissioner Ridgeway made a motion to approve the deletion of Item #D title Project Development Committee, under New Business.

Commissioner Gold seconded the motion.

All said Aye. Motion carried 4-0.

**V. CONSENT AGENDA**

Commissioner Gold made a motion to approve the consent agenda.

Commissioner Kramer seconded the motion.

All said Aye. Motion carried 4-0.

## **VI. NEW BUSINESS – ACTION ITEMS**

### **Eagle Museum Purchase and Sale Agreement**

Commissioner Bastian arrived at this time and was present for the remainder of the meeting.

Chair Buschert gave a brief update about a meeting that was held between herself, the City of Eagle and legal counsel to discuss the terms and potential price for the purchase of the property located at 67 E. State Street by the urban renewal agency.

Todd Lakey, legal counsel for the urban renewal agency went through the terms that are being proposed in the purchase and sale agreement. He explained the terms are as follows:

- \$220,000 purchase price
- No earnest money
- July closing target date
- Standard title commitment
- 30-day inspection period
- Split closing costs and escrow fees
- Utilize Alliance Title
- Give City 60-days to vacate, with the ability to extend occupancy for up to 4-months with a lease agreement
  - City would be responsible for the upkeep and maintenance of the property during these times and would pay for all utilities

There was some brief discussion and clarification regarding the purchase and sale agreement and the timelines, but the commissioners present had no concern or disagreement of the terms or purchase price presented.

No formal action was taken on this item.

### **Request for Proposal for Redevelopment of 67 E. State Street**

Chair Buschert provided the introduction of the request for proposal to the board and asked if they all had a chance to read through it. She stated the intent of this agenda item is to get feedback on the initial draft and give direction to the Executive Director on items that are of concern or desired additions.

There was discussion on if a minimum purchase price should be listed within the RFP and clarity on the involvement of the EURA once an RFP respondent is selected. The board was in agreement that respondents should propose a purchase price in their submittal.

The board deliberated about the inclusion of stronger language and details about Olde Town and the requirement for stepped back facades. The board directed the Executive Director to include the detail shown in 6.20 of the Comprehensive Plan relating to elements of streetscape.

Another draft of the RFP will be presented to the board at the June 18, 2019 meeting discussion and possible action. Commissioners will review the document and provide any further comments or suggested changes/additions to the Executive Director to incorporate into the revised draft.

#### **Finance Report & Payables**

Executive Director Robin Collins presented the finance report and payables. Items presented within the finance report were checking account balances, Local Government Investment Pool balances, tax revenue receivables and invoices for the payment.

Commissioner Ridgeway noted that we may want to change the term of “tax increments received” so as to limit confusion between property tax revenues coming in and tax increment financing. Legal Counsel explained that tax increment financing is a legal term used generally for owner participation agreements, but that the taxes received by an urban renewal agency are the “increment” taxes generated from increased value above the “base” value; however, he did agree that using a different term could only make it more clear.

Commissioner Gold made a motion to approve the finance report and payables.

Commissioner Kramer seconded the motion.

All said Aye. Motion carried 5-0.

### **VII. INFORMATION/DISCUSSION ITEMS – NON-ACTION ITEMS**

#### **Executive Director’s Report**

Robin Collins reported on the status of the design for Palmetto Avenue and that a cut section of the street, sidewalk and landscaping has been provided to the City of Eagle for staff level approval of the sidewalk and landscaping. Once this is approved, RiveRidge Engineering will continue finalizing the design of Palmetto for submission to ACHD for approval.

Commissioner Ridgeway asked for some clarity on the scope of work that RiveRidge Engineering is responsible for and past approvals by City Council of the road. There was discussion about the design of the ITD portion being approved by the City but that the engineering design of the ACHD portion of Palmetto has never been done until now. The contract between the EURA and RiveRidge Engineering is to perform the engineering design.

The Executive Director also reported on drafting a letter to West Ada School District for the Chair’s signature to address the problems discovered with the over reimbursement of tax revenues to the district and how to move forward.

Chair Buschert added that part of the letter would be to get approval from the district to allow Ada County to send the tax revenues for current taxes directly to the district instead of sending them to the agency for reimbursement. Approval in writing is needed from the district to make

this change due to the fact that the reimbursement process was originally outlined as part of a legal settlement.

Robin Collins stated she is still working with Pacific Companies on their first reimbursement request under their Owner Participation Agreement. There is still some information needed from Ada County on tax revenues received prior to determining the final amount for reimbursement.

#### **Legal Counsels Report**

There were no further legal counsel reports.

#### **Chair and Board Reports/Updates**

Chair Buschert reported on the Redevelopment Association of Idaho's (RAI) annual meeting coming up on June 20<sup>th</sup> and that she and the Executive Director would be attending. The RAI will be sending out a draft of their proposed budget, which is slated to be approved at the June 20<sup>th</sup> meeting. Once we have received the budget, we will distribute a copy to all commissioners.

#### **Committee Reports/Updates**

Chair Buschert announced the project development committee had a meeting and asked the executive director to start with the update.

Executive Director Robin Collins updated the board on the committee meeting that was held on May 30, 2019. Those present at the meeting were Commissioner Kramer, Commissioner McNeil and executive director Robin Collins. Items discussed was the Quadrant Alternative at the intersection of Eagle Road and State Street that would provide a traffic signal at 2<sup>nd</sup> Street, and those traveling west bound on E. State needing to get back onto Eagle Road would need to turn left at 2<sup>nd</sup>, travel around to Plaza and turn left onto Eagle from the Plaza/Eagle intersection. If they missed that turn, they would have to continue traveling west bound on E. State to Olde Park and turn left at Olde Park, follow it around to Aikens and turn onto Eagle at the Aikens/Eagle intersection. There would be no left turns permitted at Eagle Road and E. State when traveling in a west bound direction on E. State Street. Drivers traveling east bound on E. State towards Eagle Road could turn left at Eagle, but it would be a permissive left turn with a yellow arrow.

Other items discussed by the committee was a property inventory sheet of all the parcels within the East End/Dunyon area, the parcels along Idaho Street, parcels around the Four Corners area, and some strategic parcels along E. State Street that are for sale or delinquent on property taxes. The idea was to reach out to those property owners who are delinquent on property taxes to gain insight on their willingness or desire to sale their property. With so many opportunities the committee felt the need to create a priority list to present to the board for consideration.

Commissioner Kramer went through the priority list and described the benefits and reasons for prioritizing the properties in such manner. The committee priority list is as follows:

#1 – Four Corners Properties

#2 – Idaho Street Properties

#3 – Two properties along E. State Street in the East End area, close to the industrial park

#4 – E. State Street and Plaza Drive parcel

#5 – Properties along N. Olde Park

Executive Director Robin Collins clarified that the committee is looking for input on the priority list and on the thoughts of drafting a letter to send out to the property owners who are delinquent on taxes to gauge their desire to sale their properties. Commissioner Ridgeway commented that it would be a better approach to visit with the property owners in person, but that it should be limited to the parcels that are delinquent in taxes and not every parcel. The board agreed that in person would be a better approach. Clarification was made by the executive director that the intent was to only visit with those property owners who actually have property for sale and those that are delinquent in taxes.

#### **VIII. PUBLIC COMMENT**

Chair Buschert opened the meeting up for public comment.

Judy Dahl, 735 N Echohawk Way, talked about the Heron's project and how the City or EURA should purchase that property for redevelopment. Ms. Dahl also discussed the desire to have one architectural style within the downtown and to upgrade facades. She also mentioned that she would prefer money is spent on bringing the downtown up and not on individual developers.

#### **IX. ADJOURNMENT**

There being no further business to come before the Board, a motion was made by Commissioner Ridgeway to adjourn. Commissioner Bastian seconded the motion.

All said Aye. Motion carried 5-0.

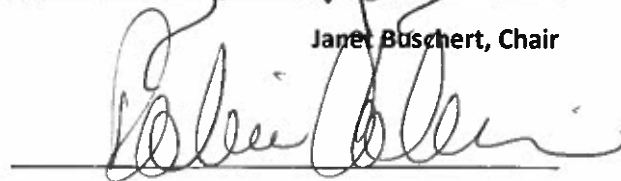
Meeting adjourned at 7:06 p.m.

ADOPTED BY THE BOARD OF COMMISSIONERS OF THE EAGLE URBAN RENEWAL AGENCY ON THE 18<sup>th</sup> DAY OF JUNE 2019.



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**Janet Buschert, Chair**



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**Robin Collins, Executive Director**