

**EAGLE URBAN RENEWAL AGENCY
REGULAR MEETING MINUTES****September 4, 2018 6:00 P.M.**

1. **CALL TO ORDER:** 6:14 pm
2. **ROLL CALL:** BASTIAN, PIERCE, BUSCHERT, GOLD, SHEPARD All here a quorum is present.
3. **PLEDGE OF ALLEGIANCE:**
4. **ADDITIONS, DELETIONS OR MODIFICATIONS TO THE AGENDA:**
5. **REPORTS BY BOARD MEMBERS, SECRETARY AND ATTORNEY:**
6. ACTION ITEM: **TREASURERS REPORT:**

There was a change on the report the register balance is \$948,428.57 as of September 4th. Right behind the Treasurers report is the final Market Value is \$85,221,886. There is correspondence of the annual report from CCDC, the letter to Caselle regarding the changes to the contract from the last meeting, which were acceptable. I will also be working on the transition with Caselle hopefully by the end of October. I received an invoice from Clearwater and want to know how to handle of this. The board stated they would like to see a spreadsheet of these invoices and the running total for future reference if needed.

1. **Review of bank statement: July 30, 2018**
2. **Approval of accounts payable in the amount of \$9,809.56.**
 1. CCDC annual report
 2. Letter to Caselle regarding contract changes
 3. Eagle Urban Renewal Budget FY18/19, submitted to City.

Gold made a motion to approve the Treasurers report, seconded by Buschert.

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

7. ACTION ITEM: **APPROVAL OF MINUTES:** August 7, 2018; Buschert made the motion to approve the Minutes from August 7, 2018, Gold seconded the motion. ALL AYES, MOTION CARRIES.

8. **NEW BUSINESS:**

1. **INFORMATION ONLY:** Presentation of Financial Analysis (Presenter TBD) Cameron Arial and Dallin McKenzie were both on the phone for the presentation. Discussed the preliminary analysis and asked a few questions so they can refine the analysis and then when talking about the credit worthiness with the banks we will be ready to start marketing. Understanding the expenses and revenues and what is projected so we can put together a marking document. He discussed the revenues and the trend the revenues are following it shows a lot of health in the property values. Expenditures show key expenses and the cash positions at the end of each year. It was discussed to get them a profit and loss statement for each of the prior years. On the Ada County School District, we receive the increment from the County and then we cut them a check pursuant to the agreement.

2. **ACTION ITEM:** Team work ideas presented by Board member Bob Shepard. Member Shepard presented some ideas on action that needs to be taken by the board. A lot of materials in the packet by I have boiled all of those into one document. (1) we need to create an operations (orientation) manual. Some PowerPoints, open meeting laws manual, underwriting guidelines (checklist) to get us through a project. Putting this information together gives a new board member an idea of what needs to be done to conduct our business. I volunteer to put this manual together as a draft for the next meeting for comments. The board discussed bringing that to the November meeting. Another item is having the information needed to make decisions in order do what is best for the City. Having the two city representatives discuss what they feel priorities we need to take. Comprehensive Plan Initiative is also included in your packet, Bob went through his list on that document. Buschert stated she thought we had made a motion to have

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Bob and Jason get together and form a committee with community members and stake holders. Bob stated we have the information that the SWOT analysis provided but we have done nothing with it yet. Bastian stated one of the City planners and the new Economic Developer are going to work together to work on a proposal for the City and the URA. Miranda and Stan will report back their perspective. Miranda stated that there is a way through different programs to access a lot of this information. Grant writing was also discussed and how to go about applying for grants if needed. Shepard asked if it would be alright to have Region III come to talk to the board about what grants are out there and how to procure a grant. The email situation was discussed and the need for some tech help for new members. Buschert found in July 3rd minutes where the board recommended 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. Chairman Pierce said he would get that on the next agenda. Shepard went on to discuss the need to get a strategic planning document in place. We have the SWOT but where do we go from there? The discussion was how to go about making decisions regarding future development/planning in the Urban Renewal District. Can we utilize the city staff to let developers know that they are in the Urban Renewal District? Development of an informational brochure to have city staff give to potential developers when they approach the city about possible developments. Miranda Gold reviewed what came out of that discussion (1) Mr. Lakey is going to work on a resolution and scope of work for a committee to engage the public, for the commission to review. Lakey stated that will generated by the Chairman and commissioner Shepard meeting and deciding on a committee and scope of work, then he will put together a resolution (2) November meeting Shepard will bring a draft manual and (3) Shepard will pursue a presentation by Region III, for the November meeting.

3. ACTION ITEM: Email etiquette and training, overview of New Open meeting Laws. Todd Lakey stated he did not anticipate any action on this overview. He went over emails and the new laws regarding Open Meeting Laws that was put together by the Association of Idaho Cities, as well as the Attorney Generals opinions on open meeting law issues.

4. ACTION ITEM: Discuss and possible decision on Owner Participation Agreement Reimbursement Procedures. Todd Lakey presented a draft regarding a policy for reimbursement requests from developers that have active Owner Participation Agreements with the EURA. The board discussed the draft policy and together made some suggested changes for the receipt of the reimbursement information and a timeline for review and payment. Mr. Lakey will bring an updated draft to the next meeting based on the discussion tonight.

9. ACTION ITEM: UNFINISHED BUSINESS: NONE

10. PUBLIC COMMENTS: NONE

11. ACTION ITEM: EXECUTIVE SESSION: 74-206 (C) To acquire an interest in real property which is not owned by a public agency. Historical property. At 7:51 pm, Bastian moved to enter into executive session per IC § 74-206 (c) To acquire an interest in real property which is not owned by a public agency (Historical Property) seconded by Buschert.

Out of executive and back in the regular meeting at 9:14 pm Bastian made a motion to adjourn, seconded by Gold.
ALL AYES MOTION CARRIES

12. ADJOURNMENT:


Chairman


Secretary