



EAGLE URBAN RENEWAL AGENCY
MEETING MINUTES
June 16, 2020 – 12:00 pm

Eagle City Hall, 660 E. Civic Lane
****COUNCIL CHAMBERS****
AND
VIA WEBEX & LIVESTREAM

I. CALL TO ORDER:

II. ROLL CALL/CONFIRMATION OF QUORUM:

Present: BURNETT, BUSCHERT, GOLD, KRAMER, MCNEIL, PIERCE, PIKE

Agency had a quorum.

III. PLEDGE OF ALLEGIANCE:

IV. AGENDA APPROVAL:

Motion to approve or amend the agenda.

Gold made a motion to approve the agenda. Kramer seconded the motion. All said Aye. Motion carried 7-0.

V. REPORTS:

a. Chair and Board Reports

b. Executive Director Reports

There were no executive director reports.

c. Legal Counsel Reports

There were no legal counsel reports.

d. Committee Reports

Commissioner Kramer gave a report on the Project Development Committee meeting and read through the recommended project priorities.

The board discussed the recommended priorities and the need for further coordination with the City on potential partnership projects.

VI. PUBLIC COMMENT:

The Eagle Urban Renewal Agency is taking remote public comment via WebEx. Meeting login instructions are posted on <https://www.cityofeagle.org/1698/Virtual-Meetings>. If you want to watch the meeting without giving comment, please watch our livestream at <https://www.cityofeagle.org/305/City-Agendas-Videos>. Action may not be taken at the current meeting on matters raised in this public comment section. The Board may place items raised in this section on a future agenda for discussion and possible action.

Chair Buschert opened up the meeting for public comment. There was no one signed up to speak and there was no one present at the meeting. Chair Buschert closed the public comment item.

VII. CONSENT AGENDA (All Consent items are considered ACTION ITEMS):

These items will be approved by a single vote unless a Board member requests to remove an item for specific discussion and/or action

- A. Approve Minutes of the May 28, 2020 and the June 2, 2020 meeting.

Gold made a motion to approve the minutes of the May 28, 2020 and the June 2, 2020 meeting. Burnett seconded the motion. All said Aye. Motion carried 7-0.

VIII. OLD BUSINESS:

- A. **ACTION ITEM: Palmetto Road Extension Project:** Discuss and consider action on approving development agreement between the EURA and Eagle 26 for the construction of Palmetto including a reimbursement of a portion of the costs for construction of the ACHD portion, upon completion and approval of the road.

Legal Counsel walked through the development agreement highlights. The board discussed the benefits of the road project being economic development and connectivity to and through downtown.

There was some discussion on paying for a portion of the landscaping for the Rocky Mountain Business Park piece. It was verified this piece is within the URA boundary.

The board discussed the cost of the ACHD portion of the road, along with the additional costs of landscaping, project management and contingencies. Executive Director Collins presented the actual of the original bid, along with calculations for the project management and contingency.

Commissioner Burnett made a motion to approve entering into the development agreement with the changes discussed and an amount not to exceed \$350,000. The motion includes attaching the appropriate exhibits. Commissioner Kramer seconded the motion. There was some discussion on adding language to the motion that it is pending or contingent upon acceptance by Eagle 26. Commissioner Burnett agreed to add this onto his original motion. Commissioner Kramer seconded the addition onto the motion. Roll Call Vote.

<i>Commissioner Burnett</i>	<i>AYE</i>
<i>Commissioner Buschert</i>	<i>AYE</i>
<i>Commissioner Gold</i>	<i>AYE</i>
<i>Commissioner Kramer</i>	<i>AYE</i>
<i>Commissioner McNeil</i>	<i>AYE</i>
<i>Commissioner Pierce</i>	<i>NAY</i>
<i>Commissioner Pike</i>	<i>NAY</i>

Motion carried 5-2.

- B. **ACTION ITEM: Warranty Deed for Conveyance of EURA Owned Property to ACHD:** Review, discuss and consider approval for Chair to sign a warranty deed conveying approximately 885 square feet to ACHD for future right of way improvement, and approve

the executive director or legal counsel to record such document at the Ada County Recorder's office.

Chair Buschert asked legal counsel if he would recommend, we leave this item on the table until after an agreement is in place. Legal Counsel concurred. This action item was left on the table for now. No formal action was taken.

IX. NEW BUSINESS:

- A. **ACTION ITEM: Request for Infrastructure Assistance:** Request by Tamar Jahelka and Miranda Jasper to assist with the cost of burying overhead power lines at 2248 & 2230 Dunyon for a new outdoor school and plant nursery.

Executive Director Collins brought up the visual of the vicinity and presented the request for the applicant. The City is requiring them to bury some overhead power drops and they are requesting the urban renewal agency to reimburse them for 75% of the cost. There was some discussion on the lines being located on public property vs. private property.

Legal Counsel stated when the board is making these decisions, they should decide if the benefit to the public vastly outweighs the benefit to the private party.

Additional discussion included the need to support small business to encourage economic growth, particularly within this underdeveloped area.

Commissioner Pike made a motion to approve the infrastructure request at 2448 & 2230 Dunyon. Executive Director asked if this would be a reimbursement and recommended there be an expiration date. Commissioner Pike amended his motion to include this being a reimbursement agreement with a one (1) year expiration date to submit for reimbursement. Commissioner Kramer seconded the motion. Roll Call Vote:

<i>Commissioner Burnett</i>	<i>AYE</i>
<i>Commissioner Buschert</i>	<i>AYE</i>
<i>Commissioner Gold</i>	<i>AYE</i>
<i>Commissioner Kramer</i>	<i>AYE</i>
<i>Commissioner McNeil</i>	<i>NAY</i>
<i>Commissioner Pierce</i>	<i>AYE</i>
<i>Commissioner Pike</i>	<i>AYE</i>

Motion carried 6-1.

- B. **ACTION ITEM: Executive Director Services:** Review and discuss the Scope of Services for the executive director position and approve going out for RFP.

Chair Buschert presented this item and noted the City's increased demands for economic development. The MOU with the City is based on mutual interests and expires in September. The agency needs to respect the needs of the City and the agency and move forward with an RFP for executive director services. There was discussion on having a consultant vs. an employee, and the average amount of hours needed. It was agreed having a consultant (outside contractor) would be desired and that including up to 16 hours per week with an average of 10, would meet the needs of the agency.

The board discussed the addition of some language for the scope of services, such as; performing the financials and coordination with the City's economic development staff. Chair Buschert discussed the potential timeline for issuing an RFP and getting a new executive director on board. The board discussed having the board review all RFP submittals and determine the candidates to interview.

Commissioner McNeil made a motion to proceed with the comments today for the RFP, and for the Chair and the Executive Director to proceed with the RFP. Commissioner Kramer seconded the motion. All said Aye. Motion carried 7-0.

- C. **ACTION ITEM: Tates Rents:** Discuss and consider approval to send Tates Rents a notice with a deadline of sixty (60) days to submit for reimbursement of the 75% of the costs associated with burying the overhead power lines.

Executive Director requested authorization to send a letter to Tates Rents with a deadline of sixty (60) days to submit for reimbursement. The board provided direction to legal counsel to develop a standard template for these types of projects.

Commissioner Gold made a motion to authorize the executive director to send Tates Rents with a deadline of sixty (60) days to submit for reimbursement assuming the work has been completed. Commissioner Burnett seconded the motion. All said Aye. Motion carried 7-0.

X. BUDGET WORKSHOP

Budget workshop to discuss priority projects, need for bonding during the fiscal year, potential revenue losses due to the impacts of COVID-19, and direction to staff for formulating the budget for fiscal year 2020-2021.

Executive Director Collins presented a couple different spreadsheets with the potential for bonding or not bonding. The spreadsheets included the agency's committed liabilities and potential projects over the next 5 years based on the Project Development Committee's recommendations.

The board discussed the benefit of showing bonding within the budget vs. not bonding. There was also discussion on potential larger projects and the need to start setting money aside each fiscal year in order to participate in such projects with the City. The board felt there needed to be more coordination and communication with the City once the City makes a decision on their capital improvement plan and the projects they will be moving forward with over the next several years.

There was direction for the executive director to continue to show bonding and to schedule a time on one of the City Council's workshop meetings to discuss future project priorities and the potential partnership with the EURA. No formal action during this item .

XI. ADJOURNMENT:


Motion to adjourn.

Commissioner Pike made a motion to adjourn. Commissioner Kramer seconded the motion. All said Aye. Motion carried 7-0. Meeting adjourned at 2:17 p.m.

ADOPTED BY THE BOARD OF COMMISSIONERS OF THE EAGLE URBAN RENEWAL AGENCY ON THE 7TH DAY OF JULY 2020.



Janet Buschert, Chair



Robin Collins, Executive Director