



**EAGLE URBAN RENEWAL AGENCY
MEETING MINUTES**

December 21, 2021 – 9:00 AM

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

I. CALL TO ORDER:

At 9:01 AM, Chairman Coffelt called the meeting to order.

II. ROLL CALL/CONFIRMATION OF QUORUM:

X IAN BURNETT	X CRAIG KVAMME, TREASURER
X JANET BUSCHERT	O ANDREW MCNEIL, VICE CHAIRMAN
X MARK BUTLER	X MAC MCOMBER
X RUSTY COFFELT, CHAIRMAN	X BRAD PIKE
X KENT EBINGER	

III. PLEDGE OF ALLEGIANCE:

Chairman Coffelt asked the board to stand for the Pledge of Allegiance.

IV. AGENDA APPROVAL:

A motion was made by Commissioner McOmber and seconded by Commissioner Burnett to approve the agenda.

ALL AYES.

V. REPORTS AND DISCUSSION ITEMS:

A. Chair and Board Member Reports

• **Chairman's Report**

Chairman Coffelt provided an update on the renewal of the lease for the museum property and the upcoming meeting with Gianni Erme.

• **Board Member Reports**

1. Update from Commissioner Butler on Design Review process for the Museum Property

Commissioner Butler stated that he is working on the updated DR application and will be asking for an extension through July 2023.

B. City of Eagle Reports

• **Robin Collins, Economic Development Director**

No report.

• **Mayor Jason Pierce**

No report.

C. Executive Director Report

Squyres provided an update on the RAI efforts.

D. Legal Counsel Report

Counsel Lakey discussed the updates needed to the Purchase and Sale Agreement.

E. Committee Reports

No report.

F. Future Agenda Topics

- **Requests by Board Members**

No report.

VI. PUBLIC COMMENT:

No public comment.

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 the minutes of the December 07, 2021 regular board meeting.

A motion was made by Commissioner Butler and seconded by Commissioner Ebinger to approve the consent agenda with the needed correction on Commissioner Kvamme's attendance.

ALL AYES.

VIII. OLD BUSINESS:

No old business.

IX. NEW BUSINESS:

A. ACTION ITEM: November 2021 Financials and Notice of Bills Paid (Squyres): Review, discuss, and consider the approval of the November 2021 financials and notice of bills paid.

Squyres reviewed the financials and notice of bills paid with the board. A motion was made by Commissioner Buschert and seconded by Commissioner Ebinger to approve the November financials.

ALL AYES.

B. ACTION ITEM: Phase One Scope of Work with Atlas Technical Consultants for 51 East State Street (Butler): Review, discuss, and consider the approval of the Phase One Scope of Work Agreement for 51 East State Street and corresponding resolution 21-030.

Commissioner Butler reviewed the Phase One scope of work for 51 East State Street. A motion was made by Commissioner Burnett and seconded by Commissioner Butler to approve the \$5,232 scope of work with Atlas Technical Consultants.

ALL AYES.

- C. **DISCUSSION AND POTENTIAL ACTION ITEM: Due Diligence of 51 East State Street (Coffelt):** Review, discuss, and consider providing direction to EURA staff as to the due diligence pertaining to the purchase of 51 East State Street.

Commissioner Coffelt asked for a comprehensive list of items the board would like to see during due diligence. This list included:

- *Preliminary title report*
- *Open escrow*
- *Phase One environmental*
- *Current lease – Counsel Lakey would like a signed acknowledgement of the existing lease and a more formal agreement. Commissioner Butler to meet with the property owner and Counsel Lakey will draw up lease based on current criteria and ask the tenant to sign*
- *Any code issues – Commissioner Pike to provide a consultant to Chairman Coffelt who can provide the inspection*

A motion was made by Commissioner Butler and seconded by Commissioner Kvamme to approve the following: Counsel Lakey to open escrow; Counsel Lakey to forward the title report once received; Chairman Coffelt to work with Commissioner Pike to schedule an inspection with a not-to-exceed of \$2,000; Commissioner Butler to meet with the owner regarding the lease terms; and Commissioner Butler and Counsel Lakey to provide a draft lease at the next board meeting for consideration.

ALL AYES.

- D. **ACTION ITEM: 2022 EURA MEETING DATES (Coffelt):** Review, discuss, and consider the approval of the 2022 EURA meeting dates and corresponding resolution 21-031.

Commissioner Coffelt reviewed the meeting dates with the board. A motion was made by Commissioner Buschert and seconded by Commissioner Ebinger with the correction of changing November 08, 2022 to November 15, 2022.

ALL AYES.

X. **ADJOURNMENT:**

A motion was made by Commissioner Buschert and seconded by Commissioner Burnett to adjourn the meeting.

ALL AYES.

Rusty Coffelt, Chairman

Ashley Squyres, Executive Director