



EAGLE URBAN RENEWAL AGENCY

MEETING MINUTES

June 21, 2022 – 9:00 AM

Eagle City Hall, 660 E. Civic Lane

****CITY COUNCIL CHAMBERS****

AND

VIA WEBEX & LIVESTREAM

I. CALL TO ORDER:

At 9:00 AM, Chairman McNeil called the meeting to order.

II. ROLL CALL/CONFIRMATION OF QUORUM:

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

**Commissioner Butler left at 10:35 AM*

III. PLEDGE OF ALLEGIANCE:

The Chairman asked the board to stand for the pledge of allegiance.

IV. AGENDA APPROVAL:

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

ALL AYES.

V. REPORTS AND DISCUSSION ITEMS:

A. Chair and Board Member Reports

- **Chairman's Report**

Chairman McNeil stated that he had attended a EURA candidate interview with the Mayor. There are two candidates vying for the seat. The Mayor will be making a recommendation to the City Council soon.

- **Board Member Reports**

No reports.

B. City of Eagle Reports

- **Robin Collins, Economic Development Director**

No report.

- **Mayor Jason Pierce**

No report.

C. Executive Director Report

Squyres reminded the board that the FY23 budget work-session will be held on August 02nd and the budget hearing will be held on August 16th.

D. Legal Counsel Report

No report.

E. Committee Reports

- *Commissioner McOmber (Parking and Transportation): SH-44 construction has started and appears to be on schedule; the Comprehensive Plan workgroup had their final meeting a week ago. Nichoel prepared a list of the major points and these will be presented to the City Council as a next step. The committee's recommendation is to only modify the Comp Plan vs complete overhaul. Commissioner Pike stated that ACHD may deny the Aikens Extension project from Eagle to East Second Street. More information forthcoming.*

F. Future Agenda Topics

- *Both items under committee reports will be discussed at the next meeting in more depth*

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 May 17, 2022 regular board meeting.

A motion was made by Commissioner Buschert and seconded by Commissioner Butler to approve the consent agenda.

ALL AYES.

VIII. OLD BUSINESS:

No old business.

IX. NEW BUSINESS:

- A. ACTION ITEM: May 2022 Financials and Notice of Bills Paid (Squyres):** Review, discuss, and consider the approval of the April 2022 financials and notice of bills paid.

Squyres presented the May 2022 financials and notice of bills paid. A motion was made by Commissioner Buschert and seconded by Commissioner Burnett to approve the financials and bills to be paid.

ALL AYES.

- B. ACTION ITEM: Request for Proposal [RFP] Review Committee (McNeil):** Select members who will serve as the RFP Review Committee for the forthcoming RFP[s] proposal[s] for 51 and 67 East State Street.

Chairman McNeil requested volunteers to serve on the RFP review committee. Commissioner Burnett, Butler, and Kvamme volunteered to serve. A motion was made by Commissioner Buschert and seconded by Commissioner McOmber to approve the three volunteers.

ALL AYES.

- C. PRESENTATION ITEM: Process and Requirements for Public Works Projects (Lakey):**
Counsel Lakey will review the process and requirements for the EURA should they lead the efforts on public works related projects.

Counsel Lakey presented the public works construction process. If the EURA were to initiate a public project, this would require EURA oversight.

First, the agency would need to hire an architect and/or engineer for the design of the project and the ultimate construction. In order to hire one or both of these professionals, the agency would need to go through the Request for Qualifications [RFQ] process.

For projects under \$50,000: the agency can contract with others without a bidding process.

For projects under \$50,000-\$250,000: the agency would need to obtain three bids and would be required to select the low bidder. The agency can select who to solicit bids from vs being required to open up bidding to all.

For projects in the \$250,000 and up: there are two categories – 1) Category A: open bid, must take the low bid and 2) Category B: This is qualifications-based which would allow the agency to establish a list of contractors and then place out to bid only those who are on the list. Must take the low bid.

- D. DISCUSSION ITEM: Review of Administrative Contracts and Project History (McNeil):**
Discuss how the board would like to consider the breakdown the review of past administrative contracts and projects.

Chairman McNeil asked the board if they feel as if this sort of analysis is needed. After discussion from the board, they ultimately decided it is not and requested the Executive Director to add a breakdown of projects vs operational costs at the end of the fiscal year.

- E. EXECUTIVE SESSION: Executive Session pursuant to Idaho Code Section 74- 206(1)(c) to consider acquiring an interest in real property which is not owned by a public agency.**

A motion was made by Commissioner Burnett and seconded by Commissioner McOmber to go into executive session per Idaho Code 74-206(1)(c).

ALL AYES.

A motion was made by Commissioner Ebinger and seconded by Commissioner McOmber to come out of executive session.

ALL AYES.

- F. ACTION ITEM: Title Report For Property Being Considered for Purchase (McNeil):**
Consider authorizing up to \$5,000 to allow the Chairman and Executive Director to conduct a title search for property being considered for purchase and corresponding resolution 22-011.

Commissioner McNeil asked that the board consider allowing the Chairman and Executive Director to conduct a title search on property under consideration for acquisition up to \$5,000. A motion was made by Commissioner Buschert and seconded by Commissioner McOmber to approve moving forward with obtaining the title report.

ALL AYES.

X. ADJOURNMENT:

At 10:38 AM, a motion was made by Commissioner Burnett and seconded by Commissioner Buschert to adjourn the meeting.

ALL AYES.

Andrew McNeil, Chairman

Ashley Squyres, Executive Director