

**CALDWELL URBAN RENEWAL AGENCY  
MINUTES  
7:00 P.M.  
Tuesday, October 9, 2018**

**(ROLL CALL)**

The regularly scheduled meeting of the Caldwell Urban Renewal Agency convened at 7:00 p.m. in the Caldwell Police Department Community Room with Chairman Hopper presiding.

The secretary called roll. Present: Commissioner Hopper, Commissioner Porter, Commissioner Warwick, Commissioner Stadick, and Commissioner Allgood. Absent: Commissioner Ramirez.

**(CONFLICT OF INTEREST DECLARATION)**

None.

**(APPROVE AGENDA)**

MOVED by Warwick, SECONDED by Stadick to approve the agenda as printed.

MOTION CARRIED

**(SPECIAL PRESENTATIONS)**

Matt Strong and Monica White of Elevate Academy expressed their appreciation for the partnership and support of the Urban Renewal Agency. Mr. Strong announced the groundbreaking ceremony which will be conducted at the site on Chicago Street on October 17<sup>th</sup> at 4:00 p.m.

Mr. Strong and Ms. White provided an overview of the plans for the new school. This new concept to education within Caldwell will bring education and industry together in a year-round career-technical school. The goal is to assist students by graduating as industry-certified professionals. All students will designate a career track that will prepare them for local industry or higher education. They noted that they have met with local industry leaders within the Caldwell area which has helped them create a curriculum addressing the needs of local employers.

The facility will be used within the evenings as well for additional educational opportunities such as classes offered by TVCC. Recruitment will take place through social media, mailers, and presentations within work sites, churches, and door-to-door recruitment.

**(PUBLIC COMMENTS)**

None.

**(CONSENT CALENDAR)**

- 1) Approve minutes from the Urban Renewal Agency Regularly Scheduled Meeting held on September 10, 2018;
- 2) Approve the 2019 Urban Renewal Meeting Calendar;
- 3) Approve Resolution No. 2018-35 accepting the Corporate Warranty Deed for property conveyed to Sky Ranch Real Estate, LLC, a Delaware limited liability company, for property located on Smeed Parkway;
- 4) Approve Resolution No. 2018-36 approving the ratification and acceptance of the Utility Easement from the Urban Renewal Agency of the City of Caldwell, Idaho to the City of Caldwell pertaining to property located in the Sky Ranch Business Center;
- 5) Approve Resolution No. 2018-37 approving the ratification and acceptance of the Addendum to Option Agreement with Sky Ranch Real Estate, LLC for property located within the Sky Ranch Business Center.

MOVED by Porter, SECONDED by Allgood to approve the Consent Calendar as printed.

Roll call vote: Those voting yes: Porter, Warwick, Stadick, Allgood, and Hopper. Those voting no: none. Absent and/or not voting: Ramirez.

**OLD BUSINESS:**

**(SEPTEMBER 2018 - ECONOMIC DEVELOPMENT REPORT – STEVE FULTZ)**

Project Sister...new project to Caldwell (locally generated)...food processing business considering the Caldwell market. NDA signed. Initial meeting set for early August. Desirous of 20 site recently purchased by URA

Project Tree...new project (locally generated lead), considering site at KCID and Linden. PSA drafted, submitted and being negotiated. 40-50 jobs at full build out. Could close on property any time.

Project Roth...new lead for small manufacturer from Oregon. Considering site in Caldwell. Looking at sites at Sky Ranch area and along the Blvd.

Project White...food related business considering sites in Sky Ranch, and other locations in the Caldwell area of impact. 100,000+ sq. ft. facility, 150-300 jobs.

Airport Project...continue to work with adjacent property owners in securing easement for canal relocation. Also, continued meeting and working with TVCC on A&P program along with the flight schools.

Project Charlie...BVEP lead, site visit in August considering new building being constructed by Strider Group (60,000 sq ft. building)...also considering sites in Boise, Nampa, and Reno, NV.

Economic development to be one of the sponsors of Manufacturing Day (Idaho Center on October 16<sup>th</sup> and 17<sup>th</sup>)

Project Wellness...a new project to Caldwell, looking for office space in and/or near downtown. Met with the principals of the corporation with additional site visit to occur.

Project Beef...this is a retail lead...first discussed potential sites in Caldwell in Oct. 2017, then the project went dark. They are back, requesting additional information. Potential for a major retailer to invest in Caldwell.

Project Cain...new project, small manufacturer considering 5 acre site in the Sky Ranch area

**(SEPTEMBER 2018 - ECONOMIC DEVELOPMENT REPORT – KERI SIGMAN)T.**

Keri reported that she is the new Destination Caldwell Executive Director effective November 12, 2018. She will continue with her recruitment efforts for downtown retail businesses.

Project Indian Creek Plaza: Continued coordination for final construction punch-list items. Started preparation/planning for ice making.

Project Trolley Square: Retail recruitment for first retail building.

Project College Marketplace: Coordination with Rocky Mountain Development regarding retail pads.

Project Creekside Redevelopment RFP: Coordination with Gardner Company on project and started the development agreement process.

Project Downtown Signage/Wayfinding: Three-hour parking signs and parking lot notice signs were completed and installed. Coordinated efforts to have the wayfinding signs designed and regulatory signs for the project.

Recruitment and Business Expansion: Restaurants, health services, retailer, specialty store, multi-family residential, and hospitality.

Other:

- Professional meetings with various industries regarding downtown redevelopment and other commercial retail development throughout the City.
- Downtown Business Coordination: Continued working with businesses and property owners on construction/revitalization efforts in downtown (utility relocations, facades, street improvements, etc.)
- Bella Blue Boutique: Site selection work and announcement of their expansion to downtown, Caldwell.
- Marketing: In partnership with Destination Caldwell, five (5) videos for social media were completed.
- Housing Coalition: Participated in multi-agency and non-profit organizations collaborative effort to address short-term homelessness and long-term affordable housing options (lack thereof) and concerns.
- Mountain Home: Toured downtown with the Mayor and Economic Development Director for the City of Mountain Home to discuss and share Caldwell's revitalization story.
- Winter Wonderland planning sessions underway.

Commissioner Allgood inquired concerning previously discussed plans regarding upgrades to 10<sup>th</sup> Avenue with landscaping similar to Centennial Boulevard. Ms. Sigman indicated that it is not an active project with the Engineering or Public Works Departments as this time.

**NEW BUSINESS:**

**(ACTION ITEM: CONSIDER INVOICES FOR PAYMENT FROM THE URBAN RENEWAL AGENCY TREASURER)**

Carol Mitchell, URA Treasurer presented the invoices for payment approval:

VENDOR	AMOUNT	DESCRIPTION
Hamilton, Michaelson, Hilty Attorneys at Law	\$4,500.00	September - Attorney Fees
City of Caldwell – Econ. Development	\$18,000.00	October - Economic Dev. Contribution
Schindler Elevator Company	\$1,861.20	TVCC Building – Elevator Maintenance
City of Caldwell	\$75.00	Office Space Lease - September
<b>TOTAL</b>	<b>\$24,436.20</b>	

MOVED by Warwick, SECONDED by Allgood to approve the invoices for payment as presented.

MOTION CARRIED

**(ACTION ITEM: CONSIDER RATIFICATION OF THE 2018 BOND DRAWDOWNS FOR THE INDIAN CREEK PLAZA PROJECT)**

VENDOR	AMOUNT	DESCRIPTION
<u>Draw #6</u> McAlvain Construction	\$296,071.66	Construction – August
Caldwell URA Reimbursement Cost	\$1,297,488.83	Design & Construction Costs December - February

MOVED by Porter, SECONDED by Allgood to approve the ratification of the 2018 bond drawdowns as presented.

MOTION CARRIED

**(ACTION ITEM: TREASURER’S REPORT)**

**MONTHLY CASH RECONCILIATION REPORTS:**

Carol Mitchell, URA Treasurer at 411 Blaine Street, presented the Monthly Cash Reconciliation Report and recommended its approval:

<b>Banner Bank TOTAL</b>		<b>\$8,078,989.53</b>
Banner Bank, CD	\$ 250,380.49	

LGIP	\$ 111,640.53	
Banner Bank Operating Account	\$8,441,010.55	
<b>Restricted TOTAL</b>		<b>\$8,078,989.53</b>
Restricted – Other Tax Districts	\$5,807,503.07	
Restricted Caldwell	\$(617,909.74)	
Restricted – URA TVCC	\$ 632,433.58	
Restricted – URA Job Creation	\$2,256,962.62	

MOVED by Allgood, SECONDED by Stadick to approve the cash reconciliation report as presented.

MOTION CARRIED

**(CONSULTANT’S REPORT)**

Carol provided an update report in the absence of Mr. Waite. She reported that infrastructure improvements are pending within the potential subject area (north Caldwell) for URA development. She noted that Mr. Waite will be discussing the infrastructure matter with the Public Works Director.

**(ATTORNEY’S REPORT)**

The easement for 500 Lateral has been drafted. Negotiations are currently underway with Pioneer Irrigation concerning the matter.

**(CHAIRMAN’S REPORT)**

Chairman Hopper encouraged attendance at the Elevate Academy groundbreaking ceremony.

**(COMMISSIONER REPORTS)**

None.

**(ADJOURNMENT)**

MOVED by Stadick, SECONDED by Allgood to adjourn at 7:46 p.m.

MOTION CARRIED

Approved as written this 9<sup>th</sup> day of October 2018.

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Commissioner Hopper

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Commissioner Porter

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Commissioner Warwick

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Commissioner Stadick

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Commissioner Allgood

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Commissioner Ramirez

ATTEST:

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Debbie Geyer, URA Secretary