

**CALDWELL URBAN RENEWAL AGENCY  
MINUTES  
7:00 P.M.  
Monday, November 12, 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 the 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 Porter, SECONDED by Allgood to approve the agenda as printed.

MOTION CARRIED.

**(SPECIAL PRESENTATIONS)**

None.

**(PUBLIC COMMENTS)**

None.

**(CONSENT CALENDAR)**

1. Approve minutes from the Urban Renewal Agency Regularly Scheduled Meeting held on October 9, 2018;
2. Approve Resolution No. 2018-38 authorizing the execution of the Financial Audit Contract with Eide Bailly for the year ended September 30, 2018;
3. Approve Resolution No. 2018-39 authorizing the execution of an Easement between the Caldwell Urban Renewal Agency and the City of Caldwell for property on the east side of Smeed Parkway, immediately south of 2203 Smeed parkway (Price Pump) and immediately west of American Food Equipment Company (AMFEC);
4. Approve resolution No. 2018-40 to accept the Deed of Reconveyance for property known as 613 North Kimball Avenue

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

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

MOTION CARRIED

**OLD BUSINESS:**

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

Project Sister...Food processing business considering the Caldwell market. NDA signed. Initial meeting set for early August. Strongly considering privately owned site in Sky Ranch area. Meetings with property owner, city engineering/public works, and Idaho Commerce (incentives). Potential of approximately 50 jobs.

Project Tree: Considering site at KCID and Linden. PSA signed, but potential for change in end-user at the location. Negotiations continue.

Project Roth...Continue working with this lead...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. The interest is for a 100,000 + sq. ft. facility, 150-300 jobs. High level of interest in 20-acre property recently purchased by the URA

Airport Project...continue to work with adjacent property owners in securing easement for canal relocation. In addition, 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. High level of interest in Sky Ranch property owned by the Van Aukers.

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, and 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

Project Four...This is a Idaho Commerce lead, food manufacturing business currently located in Idaho considering expansion with desire to remain in the State. Initial contact made in late October, with general information submitted.

He noted that there has been a lead provided by the State of Idaho Commerce relocating to Caldwell outside of the URA boundary area.

#### **NEW BUSINESS:**

#### **(ACTION ITEM: CONSIDER BUSINESS INCENTIVE PROGRAM GRANT APPLICATION FOR COLD STEEL CONSTRUCTORS, LLC)**

Steve Fultz provided a report noting that the applicant meets all of the qualifications for the Business Incentive Program Grant. The building is awaiting the issuance of the final Certificate of Occupancy. The facility will house 32 employees. Twenty of the jobs will be at the rate of \$25 per hour or above. He recommended approval of the application.

Michael Kane, Owner of Cold Steel Constructors, LLC at 19212 Goldfinch Way reported that the company is proposing to be operational within one week. Staff members are available and ready.

Mr. Fultz clarified that Cold Steel Company had temporarily rented a facility located in the Sky Ranch complex to begin operations prior to the completion of the building at 19212 Goldfinch Way.

MOVED by Stadick, SECONDED by Porter to approve the B.I.G. Grant Application from Cold Steel Constructors, LLC as presented to the URA Commissioners.

MOTION CARRIED

**(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
City of Caldwell – Econ. Development	\$18,000.00	November - Economic Dev. Contribution
ElJay Waite	\$1,309.00	URA Consultant Fee: September & October
City of Caldwell	\$75.00	Office Space Lease – October
City of Caldwell	\$726,204.52	Reimbursement to City of Project Costs
City of Caldwell	\$1,746.63	Reimbursement to City of Caldwell for TVCC R&M HVAC Unit
City of Caldwell	\$5,184.42	Reimbursement to City for Utilities, etc.
Pioneer Irrigation District	\$5,482.08	2018 Irrigation Assessments
REI	\$2,750.00	Annual Dues
ACCO Engineering Systems	\$1,976.82	TVCC R&M Building
AEI Systems Group	\$430.00	TVCC R&M Alarms
AMFEC	\$25,000.00	BIG Payment #7
City of Caldwell Airport	\$119,334.00	5% Match on AIP-30
<b>TOTAL</b>	<b>\$907,492.47</b>	

MOVED by Stadick, SECONDED by Warwick to approve the invoices for payment 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>\$10,512,140.28</b>
Banner Bank, CD	\$ 250,380.49	
LGIP	\$ 111,640.53	
Banner Bank Operating Account	\$10,150,119.26	
<b>Restricted TOTAL</b>		<b>\$10,150,119.26</b>
Restricted – Other Tax Districts	\$5,813,537.26	
Restricted Caldwell	\$1,434,417.35	
Restricted – URA TVCC	\$ 642,387.53	
Restricted – URA Job Creation	\$2,259,777.12	

She noted that the final closing check from Capitol Distributing was received and deposited into the Caldwell Restricted Fund.

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

MOTION CARRIED

**(CONSULTANT’S REPORT)**

Chairman Hopper reported that Mr. Waite continues to meet with the property owners and appropriate irrigation companies regarding the potential of a new URA district.

**(ATTORNEY’S REPORT)**

Mr. Hilty provided an update concerning the Airport Project, noting that an easement documents was formulated by his office and sent to Pioneer Irrigation for their review. Some changes were negotiated with Pioneer Irrigation. Brent Orton was to send the finalized document to Mr. Priddy last Monday for his overview. Final comments from Mr. Priddy are pending. Mr. Hilty is anticipating that the document should be ready for execution at the next URA meeting scheduled in December.

Mr. Hilty reported on the status of the sport ice resurfacing equipment, which was ordered for the Indian Creek Skating Rink in April 2018. He emphasized that payment will not be provided until the machine is delivered with the specifications per the contract. A rental was offered by the company until the contracted equipment is available in January.

The Development Disposition Agreement with Gardner Company is being reviewed by their attorney. A groundbreaking ceremony is proposed in 2019 per the development schedule as outlined within the RFP.

Mr. Hilty reported that there has been interest expressed for private development of the site known as the Mr. C's (119 South Kimball) and the abutting parcel. He recommended that the site be transferred to the Urban Renewal Agency for future economic development. The proposed transfer would take place next spring. The RFQ would be issued providing possible development options.

**(CHAIRMAN'S REPORT)**

Chairman Hopper reported that the ribbon cutting ceremony for the Indian Creek Skating Rink would take place on Wednesday, November 28<sup>th</sup>. He invited the URA Commissioners to the ice-skating premier (free skate) event, to be held on Wednesday, November 14<sup>th</sup>. The Winter Wonderland Festival will be held on Friday, November 16<sup>th</sup> in downtown Caldwell.

**(COMMISSIONER REPORTS)**

Commissioner Stadick inquired about the reorganizing of the Economic Development Department team. Chairman Hopper responded that at this time Keri Sigman will continue to assist with retail contacts and restaurant interests in her capacity as the Director of Destination Caldwell. Discussion followed about the continuation of the growth momentum. Chairman Hopper noted that several buildings are currently under renovation in anticipation of new businesses.

Commissioner Warwick reported on the growing level of activity within the downtown area.

**(ADJOURNMENT)**

MOVED by Stadick, SECONDED by Warwick to adjourn at 7:40 p.m.

MOTION CARRIED

Approved as written this 10<sup>th</sup> day of December 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