

**CALDWELL URBAN RENEWAL AGENCY**  
**7:00 P.M.**  
**Monday, December 10, 2018**  
**REGULARLY SCHEDULED MEETING**

**ROLL CALL**  
**CONFLICT OF INTEREST DECLARATION**  
**SPECIAL PRESENTATIONS**  
**PUBLIC COMMENTS**

**CONSENT CALENDAR [All Consent Calendar items are considered ACTION ITEMS]**

- 1) Approve minutes from the Urban Renewal Agency Regularly Scheduled Meeting held on November 12, 2018;
- 2) Approve Resolution authorizing the execution of the License Agreement with Project White to proceed with the geotechnical study and survey for URA-owned property located in the Sky Ranch Business Center;
- 3) Approve Resolution authorizing the execution of an Easement conveying all easement rights to Idaho Power in the area described as along the southerly side of URA-owned property located on the west side of Smeed Parkway, north of Skyway Street (Parcel No. R35307010000) providing a corridor for power transmission lines.

**OLD BUSINESS**

- 1) Economic Development Activity Report from Steve Fultz (November 2018).

**NEW BUSINESS**

- 1) **ACTION ITEM:** Consider Business Incentive Program Grant Application from Syringa Networks, LLC.
- 2) **ACTION ITEM:** Consider Letter of Intent for the purchase of approximately 20 acres located within the Sky Ranch Business Center.
- 3) **ACTION ITEM:** Consider invoices for payment from the Urban Renewal Agency Treasurer:

VENDOR	AMOUNT	DESCRIPTION
City of Caldwell – Economic Development	\$18,000.00	December – Economic Development
HMH	\$11,000.00	Oct/Nov Attorney Services
Caldwell Lateral Irrigation	\$1,321.45	Annual Irrigation Assesments
Acco Engineered Systems	\$474.37	TVCC Building R&M
Canyon County Prop Tax	\$6,916.76	Prop Tax 215/217 Kimball
<b>TOTAL</b>	<b>\$37,712.58</b>	

- 4) **ACTION ITEM:** Treasurer Report:
  - Approve Monthly Cash Reconciliation Reports.
- 5) URA Consultant Report.
- 6) Attorney Report.
- 7) Chairman Report.
- 8) Commissioner Reports.
- 9) Motion to adjourn.

**Next Regularly Scheduled Urban Renewal Agency Meeting: Monday, January 14, 2019 at 7:00 p.m.**

Location: Community Room at the Caldwell Police Station at 110 South Fifth. Any person needing special accommodations to participate in the meeting should contact the Secretary to the Urban Renewal Agency at 411 Blaine Street or call #455-4656 prior to the meeting. The entire agenda packet and minutes may be viewed on the City of Caldwell's website: <http://www.cityofcaldwell.com/page/AgendasT> or <http://www.cityofcaldwell.com/1889447>. Cualquier persona que necesita arreglos especiales para participar en la reunión debe comunicarse con el Secretario de la Ciudad en 411 Blaine Street o llame al # 455 a 4656 antes de la reunión.

**CALDWELL URBAN RENEWAL AGENCY  
MINUTES  
7:00 P.M.  
Monday, December 10, 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 Vice-Chairperson Jim Porter presiding.

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

**(CONFLICT OF INTEREST DECLARATION)**

None.

**(SPECIAL PRESENTATIONS)**

None.

**(PUBLIC COMMENTS)**

None.

**(CONSENT CALENDAR)**

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- 3) Approve Resolution authorizing the execution of an Easement conveying all easement rights to Idaho Power in the area described as along the southerly side of URA-owned property located on the west side of Smeed Parkway, north of Skyway Street (Parcel No. R35307010000) providing a corridor for power transmission lines.

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

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

MOTION CARRIED

**OLD BUSINESS:**

**(NOVEMBER 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).

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

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. High level of interest in 20 acre property recently purchased by the URA. Drafting LOI for consideration of purchase of URA 20 acres.

Airport Project...Continued 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. Easement drafted, approved by Pioneer, awaiting approval from property owner.

Project Charlie...BVEP lead, site visit in August and October...considering Van Auker site in Sky Ranch...also considering sites other sites in the Valley. Scheduled one more site visit in December.

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.

In response to questions from Commissioner Stadick, Mr. Fultz explained that non-disclosure agreements are typically executed with potential business enterprises thereby assisting with economic development confidentiality issues.

Commissioner Stadick expressed his concern about the inability to formulate facts (due to the non-disclosure agreements) about the nature of businesses and how they would coordinate with the City's long-range plans.

Mr. Hilty commented on the process regarding the use of non-disclosure agreements, which are an industry standard among many municipalities and jurisdictions. He suggested that consideration be given to a discussion regarding the necessity of such agreements with future development requests. Mr. Hilty recommended that Steve Fultz contact local industry executives at South Worth and Price Pump to provide their view concerning the use of non-disclosure agreements from an industry standard. This item will be placed on the agenda for the January 14, 2019 Urban Renewal Meeting Agenda.

Commissioner Allgood recommended that a written protocol and procedure be established, which would be the guideline when considering confidentiality issues with each development request.

#### **NEW BUSINESS:**

#### **(ACTION ITEM: CONSIDER BUSINESS INCENTIVE PROGRAM GRANT APPLICATION FROM SYRINGA NETWORKS, LLC)**

Steve Fultz, Caldwell Economic Development Director, provided the staff report concerning the grant request. He noted that the Syringa Networks specializes in custom network solutions. The facility is located on 2.5 acres within the Sky Ranch Business Center. The proposed wages exceed the minimum grant application requirement. Syringa will create approximately 26 jobs in the first phase. He recommended approval of the Business Incentive Program Grant Application.

Natasha Tattersall, General Manager of Syringa Networks, LLC reported that they currently own five building sites within Idaho and are expanding with the additional regional office located in Caldwell. She noted that the location at Sky Ranch Business Center was of interest due to other large companies also locating in the industrial center, easy freeway access, and the incentives made available through the Caldwell Urban Renewal Agency.

MOVED by Stadick, SECONDED by Allgood to approve the Business Incentive Grant Application from Syringa Networks, LLC as presented.

MOTION CARRIED

#### **(ACTION ITEM: CONSIDER LETTER OF INTENT FOR THE PURCHASE OF APPROXIMATELY 20 ACRES LOCATED WITHIN THE SKY RANCH BUSINESS CENTER)**

Mark Hilty, Attorney at 1303 12<sup>th</sup> Avenue Road, Nampa, presented the letter of intent from Michael Best & Friedrich LLP requesting the purchase of 20-acres located in the Sky Ranch Business Center at \$2.00 per square foot. He noted that the request includes a non-disclosure clause and a condition that the parcel be rezoned from C-3 (Service Commercial) to M-1 (Light Industrial) for the purpose of future development. Mr. Hilty recommended that City staff be directed to pursue the process of the rezone immediately in preparation for the purchase and sale agreement.

In response to questions from Commissioner Allgood, Mr. Hilty confirmed that City staff are comfortable with initiating the zone change on the parcel.

MOVED by Stadick, SECONDED by Warwick to instruct City staff to move forward with the zone change on the subject property from C-3 (Service Commercial) to M-1 (Light Industrial).

MOTION CARRIED

MOVED by Stadick, SECONDED by Ramirez to accept the letter of intent as presented.

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	December - Economic Dev. Contribution
HMH	\$11,000.00	Oct/Nov Attorney Services
Caldwell Lateral Irrigation	\$1,321.45	Annual Irrigation Assessments
Acco Engineered Systems	\$474.37	TVCC Building R & M
Canyon County Prop Tax	\$6,916.76	Property Tax: 215 & 217 Kimball Avenue Sites
<b>TOTAL</b>	<b>\$37,712.58</b>	

In response to questions from Commissioner Stadick, Ms. Mitchell clarified that no funding has been allocated through the Economic Development appropriation for Keri Sigman-Smith since her resignation from the City of Caldwell.

MOVED by Allgood, SECONDED by Ramirez 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>\$9,643,380.48</b>
Banner Bank, CD	\$ 250,380.49	
LGIP	\$ 112,060.15	
Banner Bank Operating Account	\$9,280,939.84	
<b>Restricted TOTAL</b>		<b>\$9,280,939.84</b>
Restricted – Other Tax Districts	\$5,817,695.61	
Restricted Caldwell	\$ 613,376.89	
Restricted – URA TVCC	\$ 656,275.75	
Restricted – URA Job Creation	\$2,193,591.59	

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

MOTION CARRIED

**(CONSU**

Carol Mitchell reported that Mr. Waite is planning to conduct weekly meetings with City staff members beginning in January to organize and pursue action items relative to the newly proposed URA area. Meetings with property owners have been conducted.

**(ATTORNEY’S REPORT)**

Mr. Hilty provided an update report concerning the Creekside Development in downtown Caldwell. The Development Disposition Agreement (DDA) was drafted in September and submitted to Geoffrey Wardle of Spink Butler LLP (attorney for Garner). Contact was made with Mr. Wardle last week and he reported that progress has been made with finalizing the DDA and completing some of the requirements in preparation for the closing

transactions. Follow-up will be made in January 2019 concerning a finalized document for execution. The groundbreaking is still anticipated for 2019.

**(CHAIRMAN'S REPORT)**

None.

**(COMMISSIONER REPORTS)**

Jim Porter expressed his appreciation for the mentoring the newly appointed URA Commissioners have received throughout the year regarding Urban Renewal Agency matters.

**(ADJOURNMENT)**

MOVED by Stadick, SECONDED by Ramirez to adjourn at 7:38 p.m.

MOTION CARRIED


Approved as written this 14<sup>th</sup> day of January, 2019.

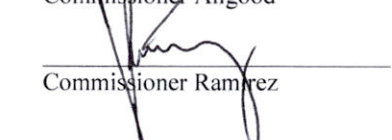
  
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Commissioner Hopper

  
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Commissioner Porter

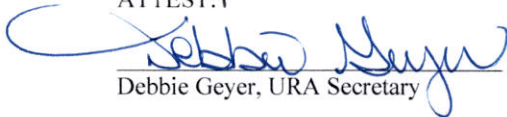
  
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Commissioner Warwick

  
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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

