

CALDWELL URBAN RENEWAL AGENCY
6:30 P.M.
Monday, January 14, 2019
WORKSHOP

(WORKSHOP FOR THE PURPOSE OF DISCUSSING POLICY AND PROCEDURES RELATING TO ECONOMIC DEVELOPMENT NON-DISCLOSURE AGREEMENTS)

Those in attendance: Commissioner Hopper, Commissioner Warwick, Commissioner Stadick, Commissioner Allgood and Commissioner Ramirez. Those Absent: Commissioners Porter.

Mark Hilty, 1303 12th Avenue Road, Nampa, addressed the current use of non-disclosure agreements. He noted that research was conducted regarding the use of non-disclosure agreements by other public agencies. The typical agency standard is for implementation of such agreements. The confidentiality factor is necessary since companies are generally researching location and economic development factors and want to keep their information confidential. When a purchase & sale agreement or other binding agreement is presented to the governing body, the confidentiality agreement would cease. The Idaho Statute addresses the economic development confidentiality factor.

Steve Fultz, Caldwell Economic Development Director at 411 Blaine Street, gave information regarding the necessity of non-disclosure agreements. He recommended continuance of using the documents noting that leadership from the Boise Valley Economic Partnership has stated that the agreements must be in place in order for recommendations and leads from their organization to be provided to Caldwell.

Discussion followed concerning diversity of companies within a community in regards to industry and retail as well as liability issues if a violation of the non-disclosure agreement occurs. Chairman Hopper encouraged additional questions be forwarded to him for discussion with legal counsel and City staff as necessary.

The workshop closed at 7:00 p.m.

CALDWELL URBAN RENEWAL AGENCY
MINUTES
7:00 P.M.
Monday, January 14, 2019

(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 Chairperson Hopper presiding.

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

(CONFLICT OF INTEREST DECLARATION)

None.

(SPECIAL PRESENTATIONS)

Chairman Hopper reported that a workshop was held at 6:30 p.m. regarding policy and procedures for using non-disclosure agreements pertaining to economic development. No action was taken or decisions made.

(PUBLIC COMMENTS)

None.

(CONSENT CALENDAR)

- 1) Approve minutes from the Urban Renewal Agency Regularly Scheduled Meeting held on December 10, 2018.

MOVED by Stadick, SECONDED by Ramirez to approve the Consent Calendar as printed.

MOTION CARRIED

OLD BUSINESS:

(DECEMBER 2018 - ECONOMIC DEVELOPMENT REPORT – STEVE FULTZ)

Project Sister...Food processing business considering the Caldwell market. 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. Business is on hold, awaiting communication from major customer.

Project Tree: PSA signed, but potential for change in end-user at the location. Negotiations continue. Working with developer and other potential user for the site. The initial layout of the site has been proposed that would include the construction of three (3) separate buildings (phased) for up to 200,000 sq. ft.

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. The Letter of Intent was approved for the purchase of URA 20 acres. PSA to be drafted for URA consideration.

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 five (5) acre site in the Sky Ranch area...working with other businesses for potential lease of buildings.

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. Project still open.

Project Cycle...new project, company from out of state considering existing building in Sky Ranch. Looking for long-term lease for manufacturing use. Shared possible incentives...company will be in town next month for site visit.

Project Outdoors...new project from BVEP, will be in town for a site visit on 1/24/19. Needing 60,000 + sq. ft. for mfg. use. Looking at several existing buildings in the Boise Valley, including Sky Ranch (Strider Group building).

Mr. Fultz announced that he will be relocating his office to Caldwell City Hall.

NEW BUSINESS:

(ACTION ITEM: CONSIDER LETTER OF INTENT CALDWELL VETERINARY HOSPITAL FOR THE PURCHASE OF APPROXIMATELY 1.36 ACRES LOCATED ADJACENT TO SMEED PARKWAY WITHIN THE SKY RANCH BUSINESS CENTER)

Steve Fultz, 411 Blaine Street, presented the staff report concerning the Letter of Intent from Caldwell Veterinary Hospital. He noted that jobs would be retained by current employees working at their facility located on Chicago Street. The Caldwell Veterinary Hospital owners are desirous of expanding their business at the newly proposed site.

Mark Hilty reported that he would prepare the purchase & sale agreement and bring back the document at a future meeting, if the letter of intent is accepted by the URA Commissioners.

MOVED by Warwick, SECONDED by Ramirez to accept the Letter of Intent as presented and instruct staff to move forward with the creation of the purchase & sale agreement

(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	Economic Development: January
ElJay Waite	\$1,139.00	URA Consultant Fees: Nov/Dec
City of Caldwell	\$150.00	Office Space Lease: Dec/Jan
Zions Bank	\$2,000.00	2012 Series Bond/Annual Trustee Fee
HMH	\$5,500.00	Attorney Services: December
TOTAL	\$26,789.00	

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

MOTION CARRIED

(ACTION ITEM: CONSIDER RATIFICATION OF INVOICES ALREADY PROCESSED/PAID)

VENDOR	AMOUNT	DESCRIPTION
City of Caldwell – Econ. Development	\$18,000.00	Economic Development: January
ElJay Waite	\$1,139.00	URA Consultant Fees: Nov/Dec
City of Caldwell	\$150.00	Office Space Lease: Dec/Jan
Zions Bank	\$2,000.00	2012 Series Bond/Annual Trustee Fee
HMH	\$5,500.00	Attorney Services: December
TOTAL	\$26,789.00	

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MOVED by Stadick, SECONDED by Allgood to ratify the processed/paid invoices 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:

Banner Bank TOTAL		\$10,086,793.59
Banner Bank, CD	\$ 250,380.49	
LGIP	\$ 112,273.18	
Banner Bank Operating Account	\$9,724,139.92	
Restricted TOTAL		\$9,724,139.92
Restricted – Other Tax Districts	\$6,045,000.44	
Restricted - Caldwell	\$ 821,013.35	
Restricted – URA TVCC	\$ 671,093.05	
Restricted – URA Job Creation	\$2,187,033.08	

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

MOTION CARRIED

(CONSULTANT REPORT:

Chairman Hopper reported that ElJay Waite would present information at the next regularly scheduled Urban Renewal Agency Meeting on February 12, 2019.

(ATTORNEY'S REPORT)

A. Update Report: Proposed URA Plan

Mr. Hilty provided an update report concerning the proposed URA plan being under formation with the help of the URA consultant (ElJay Waite) and City staff. Staff has been working together as a team approach concerning the project. Mr. Waite has continued to contact property owners within the subject area located north of Caldwell. A report will be provided to the URA Commissioners at the February 12th meeting.

B. Update Report: KCID Road & Linden Street/Vacant Parcel

Mr. Hilty and Mr. Fultz provided information concerning proposed development of the site located at KCID Road and Linden Street (Wali Investments, LLC). Previous development plans for the site did not materialize. It was noted that the purchase & sale agreement indicates that the project must include the creation of 15-20 permanent jobs at the site and the construction of 100,000 sq. ft. of facility space. Mr. Wali wants to immediately move forward with the executed purchase & sale agreement to close on the property.

In response to questions from Commissioner Stadick, Mr. Fultz reported that other developers have looked at the property prior to Mr. Wali entering into the purchase & sale agreement; however, no other offers were received. Previous interested parties were desirous of obtaining additional adjacent property in an attempt to "square off" the shape of the property. Since the execution of the purchase & sale agreement with Mr. Wali, the parcel was taken off the market. Mr. Wali is proposing the construction of three (3) buildings (40,000/60,000/100,000 sq. ft. in size). The current industrial vacancy rate within Caldwell is approximately at one percent (1%).

Chairman Hopper clarified that Mr. Wali is not in breach of the current contract. However, since the initial development prospect is no longer an option, compliance with the terms of the contract would be of greater challenge for Mr. Wali.

Mr. Fultz recommended that Mr. Wali be encouraged to move forward with closing on the property and locating tenants per specifications outlined in the purchase & sale agreement. If the conditions of the contract are not met, the Urban Renewal Agency would purchase the property back from Wali Investments, LLC at the established price in which it was sold to Mr. Wali.

It was agreed that staff would contact Mr. Wali about moving forward with closing on the subject property.

C. Update Report: Creekside Development in downtown Caldwell

Mr. Hilty reported that he prepared the Development Disposition Agreement last fall and sent it to Gardner Company legal counsel. Red line provisions were received back last week. Gardner Company has confirmed that they are moving forward with due diligence efforts concerning the parcel. Necessary paperwork such as the title report and environment documents have been provided to them as requested.

A new hotel study was conducted for the site by Gardner Company, which should be completed by the end of January. This information is used by Gardner Company in seeking the appropriate franchise at the subject location.

A meeting will be held on January 18, 2019 to discuss the project and noted delays with Gardner Company representatives and City staff.

In response to questions from Commissioner Stadick, Mr. Hilty confirmed that the project was awarded to the Gardner Company in July 2018. Mr. Stadick suggested that timeframes be established on January 18th. Discussion followed concerning follow-up steps, which will be discussed/outlined in order to move forward with closing and groundbreaking.

An update report will be provided by Mr. Hilty to the URA Commissioners at the February 12th meeting.

(CHAIRMAN'S REPORT)

None.

(COMMISSIONER REPORTS)

None.

(ADJOURNMENT)

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

MOTION CARRIED

Approved as written this 12th day of February, 2019.

Commissioner Hopper

Commissioner Porter

Commissioner Warwick

Commissioner Stadick

Commissioner Allgood

Commissioner Ramirez

ATTEST:

Debbie Geyer, URA Secretary