

**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 Porter, Commissioner Warwick, Commissioner Stadick and Commissioner Allgood. Absent: Commissioner Ramirez.

**(CONFLICT OF INTEREST DECLARATION)**

None.

**(SPECIAL PRESENTATIONS)**

None.

**(PUBLIC COMMENTS)**

None.

**(CONSENT CALENDAR)**

- 1) Approve minutes from the Urban Renewal Agency Regularly Scheduled Meeting held on January 14, 2019;
- 2) Approve Resolution No. 2019-03 accepting a bid from Knife River (Southern Idaho Division) in the amount of \$67,258.00 for the construction of a cul-de-sac at the southern end of the existing Slipstream Way;
- 3) Approve Resolution No. 2019-04 authorizing the execution of the No-Default Certificates for the URA Bond Series 2012 (Canyon County Administrative Building Project), Series 2016 (Caldwell School District No. 132 Improvements Project), and Series 2018 (Indian Creek Plaza Project).

MOVED by Porter, SECONDED by Stadick 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.

MOTION CARRIED

**OLD BUSINESS:**

**(JANUARY 2019 - ECONOMIC DEVELOPMENT REPORT – STEVE FULTZ)**

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, 120-300 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. Considering additional privately held property (approximately three [3] acres) immediately south of the URA property.

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 Cain: Clldwell Veterinary Clinic. Worked with company on location. PSA being drafted for 1.3 acre site in Sky Ranch.

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 1/2/19. The developer is looking to satisfy a need for sixty-thousand square feet for manufacturing use. Looking at several existing buildings in the Boise Valley, including Sky Ranch (Strider Group Building)

Industrial Assess Management Council: Working with regional team on hosting conference in Boise area in 2020. IAMC is the leading professional association for corporate real estate executives focused on the needs of an industrial portfolio.

Downtown business inventory...working with Destination Caldwell in obtaining information on available commercial space. Working to develop marketing flyers and posting information on Gem State Prospectors (Idaho Commerce site).

Customer Relationship Management (CRM) subscription...working with Executive Pulse in populating City of Caldwell subscription to the CRM. Will assist in organizing business lead status, business retention and expansion visits, and shareholder information.

In response to questions from the Commissioners, Mr. Fultz provided an update report on the development at the future Jackson site on Cleveland Boulevard and the parcel at the corner of 21<sup>st</sup> and Blaine.

#### **NEW BUSINESS:**

#### **(ACTION ITEM: CONSIDER RESOLUTION NO. 2019-01 AUTHORIZING THE EXECUTION OF THE PURCHASE & SALE AGREEMENT WITH LCCS, LLC FOR THE PURCHASE OF 1.36 ACRES LOCATED ADJACENT TO SMEED PARKWAY IN THE SKY RANCH BUSINESS CENTER)**

City Attorney Mark Hilty, 1303 12<sup>th</sup> Avenue Road, Nampa, provided the staff report noting that the Purchase & Sale Agreement is associated with the previously approved Letter of Intent from the Caldwell Veterinary Clinic. He outlined the contents of the Purchase and Sale Agreement with the buyer listed as LCCS, LLC. Mr. Hilty indicated that City staff agreed upon the \$1.50 per sq. ft. purchase price due to the unusual shape and size of the parcel. Construction is mandated within one year of the purchase date. He outlined the contents of the Agreement.

Chairman Hopper read the resolution by title only:

**RESOLUTION AUTHORIZING THE APPROVAL OF THE PURCHASE AND SALE AGREEMENT WITH LCCS, LLC FOR PROPERTY LOCATED WITHIN THE SKY RANCH BUSINESS CENTER (1.3 ACRES).**

MOVED by Allgood, SECONDED by Stadick to approve the execution of the Purchase & Sale Agreement with LCCS, LLC as presented.

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

MOTION CARRIED

Chairman Hopper acknowledged Doctor Michael and Jana Oesch, owners of the Caldwell Veterinary Hospital. They expressed their appreciation to Steve Fultz for his assistance in locating the subject site.

#### **(ACTION ITEM: CONSIDER RESOLUTION NO. 2019-02 AUTHORIZING THE EXECUTION OF THE PURCHASE & SALE AGREEMENT WITH MCCAIN FOODS FOR THE PURCHASE OF 20 ACRES LOCATED IN THE SKY RANCH BUSINESS CENTER)**

City Attorney Mark Hilty, 1303 12<sup>th</sup> Avenue Road, Nampa, provided the staff report. He outlined the contents of the Purchase and Sale Agreement noting the purchase price of \$2.00/per sq. ft. The total purchase price will be adjusted in accordance with the land survey. The proposed use is a food processing facility with an obligation to commence construction within 18 months and continue construction with the completion of Phase I, which includes a processing facility of approximately ninety-six thousand square feet and the creation of 120 permanent jobs.

There are plans to expand the facility in the future. The Agreement includes the seller's right to reclaim the property if the buyer does not proceed forward with construction as stipulated. The hard closing date is to be no later than July 15, 2019. He addressed Paragraph #35, which details confidentiality issues during the due diligence period such as no advertising, press releases or public discussions.

Commissioner Stadick expressed concerns regarding "good faith issues" of the relocation of this food processing company to Caldwell as communicated to him by local agriculturists.

In response to questions from Commissioner Allgood, Mr. Fultz reported that the current access point to the parcel would be from Smeed Parkway. He noted that the company is also looking to purchase additional property immediately south of the subject site, which would also give them access from Skyway.

Commissioner Stadick reported that the traffic load would possibly be similar to Simplot Foods along Hwy. 19.

Chairman Hopper read the resolution by its title only:

**RESOLUTION AUTHORIZING THE APPROVAL OF THE PURCHASE AND SALE AGREEMENT WITH MCCAIN FOODS, USA, INC. FOR PROPERTY LOCATED WITHIN THE SKY RANCH BUSINESS CENTER (20 ACRES).**

MOVED by Porter, SECONDED by Warwick to approve the Purchase & Sale Agreement with McCain Foods, USA, Inc. as presented.

Roll call vote: Those voting yes: Porter, Allgood and Hopper. Those voting no: Stadick. Absent and/or not voting: Ramirez.

MOTION CARRIED

**(ACTION ITEM: CONSIDER APPROVAL OF THE CALDWELL URBAN RENEWAL AGENCY FINANCIAL AUDIT AS CONDUCTED BY EIDE BAILLY LLP)**

Carol Mitchell, URA Treasurer at 411 Blaine Street, distributed hard copies of the Urban Renewal Agency Financial Audit document to the URA Commissioners. She provided an overview of the audit report noting that the report was unmodified with no findings from Eide Bailly.

MOVED by Warwick, SECONDED by Allgood to accept the Caldwell Urban Renewal Agency Audit Report.

MOTION CARRIED

It was recommended that Mrs. Mitchell move forward with presenting the audit report to City Council at their Regularly Scheduled Meeting to be held on Tuesday, February 19, 2019.

**(ACTION ITEM: CAROL MITCHELL, URA TREASURER PRESENTED THE INVOICES FOR PAYMENT APPROVAL)**

VENDOR	AMOUNT	DESCRIPTION
City of Caldwell (Economic. Development)	\$18,000.00	February: Economic Development Contribution
ElJay Waite	\$646.00	January: URA Consultant Fees
AEI Systems Group	\$691.46	TVCC Building R & M
Zions Bank	\$5,500.00	2008, 06, 16 Bond/Annual Trust Fee
HMH	\$5,500.00	January: Attorney Services
<b>TOTAL</b>	<b>\$30,337.46</b>	

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

MOTION CARRIED

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

VENDOR	AMOUNT	DESCRIPTION
McAlvain Construction	\$274,272.35	Downtown Plaza Construction for September & November 2018
<b>TOTAL</b>	<b>\$26,789.00</b>	

Chairman Hopper reported that the payments held back due to incomplete work at the plaza. The December payment is being held back to insure that the punch list has been satisfied before payment is issued. There also is an outstanding January invoice.

In response to questions from Commissioner Stadick, Ms. Mitchell reported that the invoices have not exceeded the bond amount.

MOVED by Stadick, SECONDED by Porter to ratify the processed/paid invoice 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>\$14,744,004.19</b>
Banner Bank, CD	\$ 250,380.49	
LGIP	\$ 112,273.18	
Banner Bank Operating Account	\$14,381,350.52	
<b>Restricted TOTAL</b>		<b>\$14,381,350.52</b>
Restricted – Other Tax Districts	\$8,256,331.24	
Restricted - Caldwell	\$3,190,323.45	
Restricted – URA TVCC	\$ 687,759.72	
Restricted – URA Job Creation	\$2,246,936.11	

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

MOTION CARRIED

**(CONSULTANT REPORT:**

It was reported by Carol Mitchell that ElJay Waite was with a property owner tonight concerning the newly URA allocation area and therefore could not be attend tonight’s URA meeting.

**(ATTORNEY’S REPORT)**

A. Update Report: Proposed URA Plan

Mr. Hilty provided an update report concerning the proposed URA plan being formulated with the assistance of ElJay Waite (URA Consultant) and City staff. Each week the staff team meet with Mr. Waite to review various tasked assignments. Property owners must be contacted and a determination made if any areas are categorized as inactive agriculture production. The consent of the owner is required for a parcel to be included within the URA area. Taxes would not be increased for those property owners; however, inclusion in the URA area does offer future opportunities as development transpires within the next twenty years.

The proposed URA Plan will be reviewed by the Urban Renewal Agency in August or September 2019 for recommendation that it be considered by the Caldwell City Council for formal processing. City Council forwards the URA Plan to the Planning & Zoning Commission for a Comprehensive Plan review. The Plan is then referred back to City Council for a final public hearing and consideration of an ordinance creating and adopting the URA Plan.

*B. Update Report: Irrigation Tile Project near Caldwell Airport:*

Mr. Hilty provided information concerning the proposed improvement project near the Caldwell Airport that requires tiling of the 500 Lateral. This project necessitates a license agreement with Pioneer Irrigation District. The surrounding property owner has reviewed the document, made edits, and returned it to Pioneer Irrigation District. It appears that the document is now in its final form.

*C. Update Report: Creekside Development in downtown Caldwell:*

Mr. Hilty reported that he and Mayor Nancolas met with The Gardner Company representatives on January 18, 2019. Discussion was held at the time expressing concern to the developer for the delayed commencement of the project. Mr. Hilty noted that a detailed assessment is currently underway by The Gardner Company regarding the viability of a hotel project in conjunction with tourism to Caldwell for such sites as the Sunnyslope Wine Trail, Indian Creek Plaza, etc. That information would be used to market the development to hotel franchises. A follow-up meeting will be scheduled shortly to clarify the status of the hotel study and review the deadlines. It was emphasized to the development team that dirt should be turned at the site by September 2019. This deadline creates the necessity for a reverse timeline inclusive of the many aspects that must be completed prior to September.

Mr. Stadick expressed his disappointment concerning the lack of momentum by the developer to move forward with the project in a timely manner.

**(CHAIRMAN’S REPORT)**

Chairman Hopper reported that he will be absent for the March 11, 2019 URA meeting. Vice-Chairman Porter will chair the meeting.

**(COMMISSIONER REPORTS)**

None.

**(ADJOURNMENT)**

MOVED by Allgood, SECONDED by Stadick to adjourn at 7:58 p.m.

MOTION CARRIED

Approved as written this 11<sup>th</sup> day of March, 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