

**CALDWELL URBAN RENEWAL AGENCY
MINUTES
7:00 P.M.
Monday, May 11, 2020**

(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 (via Zoom), Commissioner Warwick (via Zoom), Commissioner Wagoner (via Zoom), Commissioner Allgood (via Zoom), and Commissioner Ramirez (via Zoom).

Staff present: Carol Mitchell (Agency Treasurer), Robb MacDonald (City Engineer), Steve Jenkins (Economic Development), Steve Fultz (Economic Development), and Debbie Geyer (Agency Secretary).

(CONFLICT OF INTEREST DECLARATION)

None.

(SPECIAL PRESENTATIONS)

None.

(PUBLIC COMMENTS)

None.

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

- 1) Approve minutes from the Urban Renewal Agency Regularly Scheduled Meeting held on April 13, 2020 and the Special Meeting held on April 27, 2020;
- 2) Approve acceptance of a lease termination letter with Slay Hair Studio LLC for property located at 322 S. Kimball Avenue effective June 10, 2020.

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

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

MOTION CARRIED

OLD BUSINESS:

(ECONOMIC DEVELOPMENT ACTIVITY REPORT FROM STEVE FULTZ - APRIL 2020)

Steve Fultz, Economic Development Director, 411 Blaine Street outlined the Economic Development Report for the month of March 2020.

Industrial:

Project North: Continue working with developers considering a mixed-use site (commercial and industrial) in the current UR district. Submitted one new lead (from BVEP).

Project JC: Continue working with developers considering a mixed-use site (commercial and industrial) in the current UR district (similar to North, but different location). Additional infrastructure and marketing needed. Request to URA to assist in relocating the "A" drain.

Project Chat: New Industrial lead, currently based out of FL, needing 50,000 sq. ft. of space for manufacturing...continued dialog, but on hold for now.

Project Prometheus: Large business lead from BVEP...600,000 sq. ft. + facility needing 80 acres for light industrial use...still active, but on hold.

Project Spirit: New project from BVEP looking for site to develop 30,000 to 40,000 sq. ft. office (class "A") space. 200+ jobs. Submitted BVA site and recommended 2 other sites in the Sky Ranch area for consideration.

Project Pellet: New mixed-use development (retail, office, and distribution)...shared same sites as Project Spirit. Looking for potential site, but is on hold for now.

Project Utility: New project, working with broker on the location of a light manufacturer and distribution facility needing 5+ acres. Approximately hiring 50+ jobs. Considering site in the Sky Ranch area (outside the actual Sky Ranch development).

Project Scope: New project, working with BVA on potential warehouse/distribution project for the North Ranch area.

COVID-19: Work within the department to provide funding opportunities from the State and Feds for small business. Website update and social media (Steve Jenkins).

Project Northwest Sandpiper: Lead from Idaho Commerce, business expansion of manufacturing and distribution. 15 to 25 acres, \$20 million with 40+ new jobs.

Mr. Fultz noted that he has continued working with TVCC and others on the development of an aircraft maintenance facility to be located at the Caldwell Industrial Airport. He has made progress on establishing the program but is in need of a suitable building at the airport. He noted that more information would be forthcoming in the June URA meeting.

(ECONOMIC DEVELOPMENT ACTIVITY REPORT FROM STEVEN JENKINS – APRIL 2020)

Steve Jenkins, Economic Development Coordinator at 411 Blaine Street, outlined the contents of the monthly activity report.

Current Projects

Working with the Wade family (the second proposer on the Mr. C's site) on finding another location for the Indian Creek Gallery and Tastery. They are seeking a purchasable site in the downtown business district. They would like to find a site as quickly as possible.

The City of Caldwell development guide has been developed and is ready to share with prospective business groups. The development guide covers details that refer to zoning, permitting, roundtable meetings, and other areas of development within the City.

Project Kitchen: Light manufacturing- storage facility is seeking a 10,000 square foot facility in Caldwell. The business owner has identified a prospective location within the Simplot Industrial Park area and will be taking a closer look at the vacant building in the coming days.

Supporting current and prospective business groups with important COVID-19 resources available nationally, regionally and locally. The Economic Development website now features a webpage that highlights this information.

Project Dough: New restaurant will be moving to the Indian Creek Plaza with a proposed opening date in July.

Working on a marketing and safety initiative to support business groups in the community called Kick Start Caldwell (KSC). KSC is led by a committee comprised of community leaders that are supportive of business growth in Caldwell. KSC is in the process of creating a new website to providing businesses with information to open in a safe, responsible and effective manner. This website will be updated regularly and information will be available to help businesses succeed throughout the pandemic. In

addition, posters, public service announcements, trainings, and other services will be provided to assist business establishments in Caldwell.

Commissioner Wagoner asked details about Project Dough and the location and style of restaurant. Mr. Jenkins reported that the business owner is looking at a quick service operational facility within the plaza. Commissioner Wagoner offered to volunteer on the Kick Start Caldwell campaign.

(ACTION ITEM: CONSIDER RESOLUTION NO. 2020-19 AUTHORIZING THE EXECUTION OF A NEGOTIATION AGREEMENT FOR THE CREEKSIDE DEVELOPMENT PROJECT LOCATED AT 7TH AND MAIN STREET IN DOWNTOWN CALDWELL)

Mark Hilty, Agency Attorney at 1303 12th Avenue Road, Nampa, provided the staff report. He noted that the DeChase Development Services, LLC requested a Negotiation Agreement to move forward with a more refined proposal to present to the City of Caldwell Development Team. The term of the agreement is for a period of 180 days and a refined plan must be submitted within a period of 60 days.

He outlined requirements by City staff that would be included within the Design Development Plan as outlined on page 3 of the Exclusive Right Agreement:

- 1) A clear description of any residential units that will be subject to income restriction, limitation or preference.
- 2) Planned phasing to include development of a non-residential building in the first phase where “non-residential uses” may include, without limitation, commercial retail, offices, and hotel or extended stay uses.
- 3) Residential uses in any phase limited to the second story and above (excluding live work units).
- 4) The long-term ownership plan for the parking structure with a plan for it to be (or become) subject to real property taxes or a PILOT program over time.

He noted that there has been discussion regarding the Caldwell Housing Authority initially owning the parking structure.

Commissioner Allgood asked for clarification on the proposed use of the parking structure.

Dean Pape of DeChase Development at 1199 Shoreline Drive, Suite 290, Boise, explained that the garage would be shared by retail businesses, hotel patrons and/or residential occupants for the proposed development. Parking fees would apply for the parking structure’s use within the day and evening. The proposal fits with the vision for downtown Caldwell.

MOVED by Porter, SECONDED by Warwick to approve Resolution No. 2020-19 as presented.

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

MOTION CARRIED

(ACTION ITEM: CONSIDER RESOLUTION NO. 2020-20 AUTHORIZING THE AMENDMENT TO OPTION AGREEMENT WITH WELLCO LAND COMPANY, LLC FOR PROPERTY LOCATED AT KIMBALL AND BLAINE STREET IN DOWNTOWN CALDWELL)

Mark Hilty, Agency Attorney at 1303 12th Avenue Road, Nampa, provided the staff report noting that the Amendment to the Option Agreement pertains to the parcel on the corner of Kimball and Blaine owned by Rick Wells. The subject parcel is associated with the redevelopment of the Cleveland Event Center.

Mr. Hilty continued that the original Option Agreement included two properties owned by Mr. Wells, The first parcel located at Kimball/Blaine and the second located at Albany/Kimball. The Albany/Kimball property is not located within the boundaries of the Caldwell Urban Renewal Agency. The Amended Option Agreement considered tonight only references the Kimball/Blaine site. A second document will be prepared for consideration by City Council at their upcoming meeting on May 18, 2020.

MOVED by Ramirez, SECONDED by Warwick to approve the Resolution No. 2020-20 as presented.

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

MOTION CARRIED

NEW BUSINESS:

(ACTION ITEM: CONSIDER RESOLUTION NO. 2020-21 APPROVING THE BUSINESS IMPROVEMENT GRANT AGREEMENT WITH PRICE PUMP FOR THE PERIOD OF JANUARY 1, 2020 THROUGH DECEMBER 31, 2021 IN THE AMOUNT NOT TO EXCEED \$200,000.00)

Steve Fultz, Economic Development Director, provided the staff report and recommended approval of the resolution with Price Pump. He reported that the company has operated for over 80 years and was previously located in Southern California. Price Pump has exceeded the minimum job creation requirement and has proven to be an excellent community partner.

MOVED by Warwick, SECONDED by Porter to approve Resolution No. 2020-21 as presented.

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

MOTION CARRIED

(ACTION ITEM: CONSIDER RESOLUTION NO. 2020-22 APPROVING THE BUSINESS IMPROVEMENT GRANT AGREEMENT WITH SYRINGA NETWORKS LLC FOR THE PERIOD OF JANUARY 1, 2020 THROUGH DECEMBER 31, 2021 IN THE AMOUNT NOT TO EXCEED \$150,000.00)

Steve Fultz, Economic Development Director, provided the staff report and recommended approval of the grant agreement as presented.

MOVED by Porter, SECONDED by Warwick to approve Resolution No. 2020-22 as presented.

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

MOTION CARRIED

(ACTION ITEM: CONSIDER RESOLUTION NO. 2020-23 APPROVING THE BUSINESS IMPROVEMENT GRANT AGREEMENT WITH AMFEC INC. FOR THE PERIOD OF JANUARY 1, 2020 THROUGH DECEMBER 31, 2021 IN THE AMOUNT NOT TO EXCEED \$200,000.00)

Steve Fultz, Economic Development Director, provided the staff report and recommended approval of the grant agreement. This is the second B.I.G. grant application for AMFEC Inc. He explained that within a period of two years, AMFEC has expanded their facilities with a plan to employ 50 additional employees under Phase II of their business plan. He recommended approval of the grant agreement as presented.

MOVED by Porter, SECONDED by Warwick to approve Resolution No. 2020-23 as presented.

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

MOTION CARRIED

(ACTION ITEM: CONSIDER APPROVAL OF THE INVOICES FOR PAYMENT AS PRESENTED BY THE URBAN RENEWAL AGENCY TREASURER)

VENDOR	AMOUNT	DESCRIPTION
City of Caldwell – Economic Development	\$18,000	May Economic Development Contribution

Hamilton, Michaelson & Hilty	\$5,940.00	April: Attorney Fee
City of Caldwell Project	\$631,000.00	ITD Project: Ustick Overpass
City of Caldwell Project	\$275,592.35	500 Lateral Relocate Linden to KCID
City of Caldwell Project	\$15,145.19	Vallivue HS Smeed Irrigation Construction
City of Caldwell Project	\$5,053.70	Rodeo Restrooms
City of Caldwell	\$2,383.89	URA Utilities & General Operation Costs
City of Caldwell Project	\$189,050.18	3811 Crown Street Purchase/Airport
Zions Bank	\$2,000.00	Trustee Fee for 2018 Bond
Capital Distributing	\$25,000.00	BIG Payment #1
Price Pump	\$25,000.00	BIG Payment #1
Fresca	\$25,000.00	BIG Payment #2
Cold Steel	\$25,000.00	BIG Payment #4
AMFEC, Inc. (Phase II)	\$25,000.00	BIG Payment #1
Syringa, Inc.	\$37,500.00	BIG Payments #1 and #2
TOTAL	\$1,318,802.06	

In response to questions from Commissioner Wagoner, Ms. Mitchell reported that the amount of \$631,000.00 was paid for the design work associated with the feasibility of widening the Ustick bridge.

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

Voice vote: Unanimous.

MOTION CARRIED

(ACTION ITEM: CONSIDER RATIFICATION OF INVOICE PAYMENTS FROM THE URA TREASURER)

VENDOR	AMOUNT	DESCRIPTION
Pioneer Title Company	\$614,519.50	Purchase of 711 Clev Boulevard
TOTAL	\$614,519.50	

MOVED by Porter, SECONDED by Wagoner to ratify the invoice payment as presented.

Voice vote: Unanimous.

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		\$17,047,085.11
LGIP	\$ 115,739.08	
Banner Bank, CD	\$ 250,380.49	
Banner Bank Operating Account	\$16,680,965.54	
Restricted TOTAL		\$16,680,965.54
Restricted – Other Tax Districts	\$9,732,528.97	
Restricted – Caldwell	\$3,205,088.96	
Restricted – URA TVCC	\$ 616,017.59	
Restricted – URA Job Creation	\$3,127,330.02	

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

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

MOTION CARRIED

Ms. Mitchell reported that a joint workshop with members of the Urban Renewal Agency and Caldwell City Council would be scheduled on Wednesday, June 17th at 6:00 p.m. in the CPD Community Room. A presentation from Alan Dornfest from the Idaho State Tax Commission regarding the Caldwell Urban Renewal Agency revenue allocation area/dissolution and legislative changes from the 2020 session.

(ATTORNEY’S REPORT)

- a. Side-A Brewing: Mr. Hilty reported that he is working with Jeff Wardle, legal counsel for Side-A Brewing, regarding the preparation of the development agreement for the site at Kimball & Arthur in downtown Caldwell.
- b. Cleveland Event Center: Mr. Hilty reported that he will be meeting with Mike Mussell of Mussell Construction regarding the creation of the development agreement for the Cleveland Event Center development project.

(CHAIRMAN’S REPORT)

Chairman Hopper reported that there have been ongoing submittals of building permit requests to the City of Caldwell Building Department.

(COMMISSIONER REPORTS)

None.

(ADJOURNMENT)

MOVED by Wagoner, SECONDED by Warwick to adjourn at 8:04 p.m.

MOTION CARRIED

Approved as written this 8th day of June, 2020.

Commissioner Hopper

Commissioner Porter

Commissioner Warwick

Commissioner Wagoner

Commissioner Allgood

Commissioner Ramirez

ATTEST:

Debbie Geyer, URA Secretary