

**CALDWELL URBAN RENEWAL AGENCY  
MINUTES  
7:00 P.M.  
Monday, June 8, 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, Commissioner Warwick, Commissioner Wagoner, Commissioner Allgood, and Commissioner Ramirez.

Staff present: Carol Mitchell (Agency Treasurer), Robb MacDonald (City Engineer), Steve Jenkins (Economic Development Director), Steve Fultz (Economic Development Coordinator), 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 May 11, 2020;
- 2) Approve Resolution No. 2020-24 ratifying expenses associated with the Simplot Stadium Restroom Rehabilitation;
- 3) Approve Resolution No. 2020-25 accepting a Purchase and Sale Agreement, authorizing purchase and accepting the Warranty Deed upon closing for 15.35 acres from CPAC, LLC; **[Moved to New Business]**
- 4) Approve Resolution No. 2020-26 ratifying an agreement with J-U-B Engineers for services already completed to provide an national Environmental Policy Act Evaluation for the Crownover property (1.85 acres) recently purchased and reimbursed by the Caldwell Urban Renewal Agency;
- 5) Approve Resolution No. 2020-27 authorizing the execution of a Task Order by the City Engineer with Bowen Collins & Associates for hydraulic modeling for Indian Creek at Ustick Road;
- 6) Approve Resolution No. 2020-28 authorizing the execution of a Purchase & Sale Agreement with GV Air, Inc. for property located at 5001 Aviation Way for the purpose of establishing an Airframe and Powerplant (A & P) maintenance program with Treasurer Valley Community College.

MOVED by Warwick, SECONDED by Wagoner to amend the agenda by moving Consent Calendar Item #3 to New Business for additional information to be presented.

MOTION CARRIED

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

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

**OLD BUSINESS:**

**(ECONOMIC DEVELOPMENT ACTIVITY REPORT FROM STEVE FULTZ - MAY 2020)**

Steve Fultz, Economic Development Director, 411 Blaine Street outlined the Economic Development Report activity report.

## **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 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 Raptor: New lead from BVEP; 350,000 to 700,000 sq. ft. food processing business (North Ranch and Laude property submitted).

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

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

Continue working with TVCC and others on the development of an aircraft maintenance facility to be located in Caldwell/Caldwell Industrial Airport...making good progress on establishing the program...in need of a suitable building at the airport.

Caldwell Innovation Center: Meeting with potential funding sources and other experts from around the State on the mission and direction for the organization.

Project Brown Dog: provided business consultation for potential start up in Caldwell. Combined service and food production/processing business.

Chairman Hopper inquired about the market plan for the North Ranch area. Mr. Fultz reported that he has been working with the marketing coordinator at BVA concerning this matter.

## **(ECONOMIC DEVELOPMENT ACTIVITY REPORT FROM STEVEN JENKINS – MAY 2020)**

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

### **Current Projects**

Project Invent: They are a commercial manufacturer that focuses on cosmetic products for humans and animals. Met with this organization last week to discuss their expansion plans. The meeting went well and discussion was held the acreage available in Sky Ranch. The developer is still deciding on where to locate. They envision hiring 400 additional employees at their future 140 sq. ft. building.

Innovation Center: Mr. Jenkins has met with stakeholders to discuss Caldwell's future innovation center. Things are moving forward with the help of a small committee. Partners include TVCC, SWIMA, Idaho Tech Council and Tech Help. The Committee is looking at getting the concept started as soon as possible, as small businesses and entrepreneurs need support now more than ever.

Project UGA: Looking at locations in the greater Caldwell area. They are a local eatery focused on desserts and Economic Development staff are currently assisting the developer with locations that fit their business model.

Project Radio: The restaurant owner is still optimistic about locating to Caldwell. With the slowdowns from COVID-19, they are just beginning to pick up the pace with their operation. They are still looking at the Downtown area.

Ruby Bloom floral and gifts opened last month and have been doing well. The reception has been positive and their sales have been strong despite COVID-19 concerns.

2c Wine Down: Scheduled to open this month. They are located on 7<sup>th</sup> street next to Fire and Ice pottery studio.

Project Slice: They are moving forward with plans to locate Downtown and hope to open in October.

Kickstart Caldwell Campaign: This program is going well, with about 60 businesses participating to date. The committee is in the process of updating the resource page to meet the needs of the business groups. The committee has handed out floor stickers signifying social distancing and posters that explain how each participant is making sure their environment is clean and safe.

#### **NEW BUSINESS:**

#### **(APPROVE RESOLUTION NO. 2020-25 ACCEPTING A PURCHASE AND SALE AGREEMENT, AUTHORIZING PURCHASE AND ACCEPTING THE WARRANTY DEED UPON CLOSING FOR 15.35 ACRES FROM CPAC, LLC)**

Chairman Hopper reported that the resolution was amended to remove the acceptance of the warranty deed, which would require approval by the Caldwell City Council, not the Urban Renewal Agency.

Mark Hilty, City Attorney at 1303 12<sup>th</sup> Avenue Road, Nampa, reported that negotiations have been ongoing with the property owner for approximately fifteen years. The parcel is included within the Airport Master Plan and is a significant component for the continued development of the airport. The property is adjacent to the new Hubler Airport Terminal.

In response to questions from Commissioner Allgood, Mr. Fultz reported that the Airport Master Plan is being updated. Development would begin within the next several months at the subject site.

In response to questions from Commissioner Ramirez, Mr. Hilty reported that the FAA would reimburse for the cost of the real estate.

Carol Mitchell, Agency Treasurer, clarified that the FAA reimbursement would occur in 2024, thus the deed must be accepted by City Council for purpose of the FAA reimbursement process, noting that the current Urban Renewal Agency revenue allocation area is scheduled to sunset prior to 2024. Approximately 90 percent of the purchase cost will be reimbursed by the FAA.

MOVED by Allgood, SECONDED by Warwick to accept the Purchase and Sale Agreement with CPAC, LLC as presented.

Roll call vote: Those voting yes: Allgood, Ramirez, Hopper, Porter, Warwick, and Wagoner. 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)**

Ms. Mitchell reported that a joint workshop with members of the Urban Renewal Agency and Caldwell City Council has been scheduled on Wednesday, June 17<sup>th</sup> at 6:00 p.m. in the CPD Community Room. A presentation would take place 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.

A URA Workshop is scheduled for Monday, July 13<sup>th</sup> at 6:00 p.m. to discuss the budget.

VENDOR	AMOUNT	DESCRIPTION
City of Caldwell – Economic Development	\$18,000.00	June Economic Development Contribution
Hamilton, Michaelson & Hilty	\$ 5,940.00	May Attorney Fee
<b>TOTAL</b>	<b>\$23,940.00</b>	

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>\$15,854,988.56</b>
LGIP	\$ 115,739.08	
Banner Bank, CD	\$ 250,380.49	
Banner Bank Operating Account	\$15,488,868.99	
<b>Restricted TOTAL</b>		<b>\$15,488,868.99</b>
Restricted – Other Tax Districts	\$9,736,081.08	
Restricted – Caldwell	\$3,050,265.36	
Restricted – URA TVCC	\$ 579,245.86	
Restricted – URA Job Creation	\$2,123,276.69	

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

MOTION CARRIED

**(ATTORNEY’S REPORT)**

Agency Attorney Mark Hilty reported that he is working to create a simplified development agreement for use the proposed developments in downtown Caldwell.

- a. 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 project. Mr. Mussell is looking to commence construction this fall. A restaurant anchor tenant might be delayed due to the COVID-19 crisis.
- b. 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. The developer is looking at a six month extension due to the COVID-19 crisis.
- c. Creekside Agreement: Mr. Hilty reported that he has been in communication with DeChase Development since the execution of the Agreement to Negotiate Exclusively. He noted that the developer has been very responsive and is working diligently to bring forward a plan.

**(CHAIRMAN’S REPORT)**

Chairman Hopper reported that the primary elections were recently conducted with changes within the Canyon County Office of elected officials. He noted that he is looking forward to working with the newly elected commissioners regarding potential urban renewal issues.

**(COMMISSIONER REPORTS)**

Commissioner Wagoner reported on the success of the business re-opening efforts in Downtown Caldwell. The signage provided by the Kickstart Committee has been most helpful. He reported his shop in Indian Creek Plaza will be expanding to offer ice cream.

In response to questions from Commissioner Porter, Ms. Mitchell reported that the lighting at Wolfe Field and Simplot Stadium has been completed and that Wolfe Field is now rented throughout the summer through the Parks Department.

**(ADJOURNMENT)**

MOVED by Wagoner, SECONDED by Allgood to adjourn at 7:40 p.m.

MOTION CARRIED

Approved as written this 13<sup>th</sup> day of July, 2020.

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Commissioner Hopper

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Commissioner Porter

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Commissioner Warwick

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Commissioner Wagoner

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Commissioner Allgood

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Commissioner Ramirez

ATTEST:

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Debbie Geyer, URA Secretary