

CALDWELL URBAN RENEWAL AGENCY
6:00 P.M.
Monday, July 13, 2020
WORKSHOP

PUBLIC WORKSHOP FOR THE PURPOSE OF DISCUSSING THE FY-2021 BUDGET FOR THE CALDWELL URBAN RENEWAL AGENCY.

CALDWELL URBAN RENEWAL AGENCY
7:00 P.M.
Monday, July 13, 2020
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 June 8, 2020 and the Joint Workshop Session with Caldwell City Council on June 17, 2020;
- 2) Approve Resolution accepting the audit proposal from Eide Bailly for FY-2020.

OLD BUSINESS

- 1) Economic Development Activity Report from Steve Fultz (June 2020).
- 2) Economic Development Activity Report from Steven Jenkins (June 2020).

NEW BUSINESS

- 1) **ACTION ITEM:** Set the public hearing date for the next Regularly Scheduled URA Meeting on **August 10, 2020 at 7:00 p.m.**, pursuant to Idaho Code 50-1002, for consideration of the proposed budget for the Urban Renewal Agency for the City of Caldwell for the fiscal year beginning October 1, 2020 and ending September 30, 2021.
- 2) **ACTION ITEM:** Consider hiring a feasibility study consultant to assist with evaluation of a new or revised Caldwell North Urban Renewal Area.
- 3) **ACTION ITEM:** Consider invoices for payment from the URA Treasurer:

VENDOR	AMOUNT	DESCRIPTION
City of Caldwell – Economic Development	\$18,000.00	July: Economic Development Contribution
Hamilton, Michaelson & Hilty	\$5,940.00	June: Attorney Fee
City of Caldwell – Cemetery	\$297,000.00	Loan Repayment: Payment 3 of 4
City of Caldwell – Park Impact	\$158,510.00	Wolfe Field Lighting Contribution
City of Caldwell – Park Impact	\$59,625.00	Simplot Field Lighting Contribution
City of Caldwell – Street	\$2,469.72	Reimbursement: Street Dept. Labor (Lighting for Simplot and Wolfe Field)
TOTAL	\$541,544.72	

- 4) **ACTION ITEM:** Consider ratification of the following invoice from the URA Treasurer:

VENDOR	AMOUNT	DESCRIPTION
Canyon County	\$96,701.00	May: Reimbursement of site improvement costs at the Canyon County Fair Expo site.
TOTAL	\$96,701.00	

- 5) Treasurer Report:
 - a. **ACTION ITEM:** Approve Monthly Cash Reconciliation Reports.
- 6) Attorney Report:
 - a. *Update Report:* Cleveland Event Center Development (Downtown Caldwell)
 - b. *Update Report:* Side-A Brewing Development (Downtown Caldwell)
 - c. *Update Report:* Creekside Development (Downtown Caldwell)
- 7) Chairman Report:
 - a. *Update:* Re-appointment of URA Commissioners as approved by the Caldwell City Council on June 15, 2020:

URA Commissioner	Term of Office
Rob Hopper	July 1, 2023
Jim Porter	July 1, 2023

- 8) Commissioner Reports
- 9) Motion to adjourn

Date of the next Regularly Schedule Urban Renewal Agency Meeting: Monday – August 10, 2020 at 7:00 p.m. in the Community Room - 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
Workshop
MINUTES
6:00 P.M.
Monday, July 13, 2020

PUBLIC WORKSHOP FOR THE PURPOSE OF DISCUSSING THE FY-2021 BUDGET FOR THE CALDWELL URBAN RENEWAL AGENCY.

Present: Commissioner Hopper, Commissioner Porter, Commissioner Warwick, Commissioner Allgood.
 Absent: Commissioner Ramirez and Commissioner Wagoner.

Staff present: Carol Mitchell (Agency Treasurer), Brent Orton (Public Works Director), and Debbie Geyer (Agency Secretary).

Carol Mitchell, URA Treasurer at 411 Blaine Street, provided handouts outlining the proposed budget including Maintenance & Operations, Project Expenditures and City Increment Allocations for previously approved projects, and Bond Payments.

Proposed projects for the URA FY-2021 budget include:

- Street Improvements \$399,695
- Economic Development Support \$216,000
- LID 17-1 Downtown Streetscape (URA & City Match) \$450,000
- Norman Parking Lot \$402,000
- Fencing along RR Right-of-Way (Norman/OK Livestock) \$ 34,992

	FY 2018	FY 2019	FY 2020	FY 2021
FUND	Actual Expenditures	Actual Expenditures	Budget Expenditures	Proposed Expenditures
General Fund	\$12,213,673	\$6,423,528	\$8,418,663	\$20,240,835
	Actual Non-Tax Increment Revenue	Actual Non-Tax Increment Revenue	Budget Non-Tax Increment Revenue	Proposed Non-Tax Increment Revenue
General Fund	\$9,510,555	\$2,200,478	\$115,705	\$778,480
	Actual Tax Increment Revenue	Actual Tax Increment Revenue	Budget Tax Increment Revenue	Proposed Tax Increment Revenue
General Fund	\$7,864,839	\$8,984,695	\$8,854,965	\$10,253,693
TOTAL All Revenue	<u>\$17,375,394</u>	<u>\$11,184,695</u>	<u>\$8,700,670</u>	<u>\$11,032,173</u>
*Use of Fund Balance, R.E. or Balance Sheet Changes	\$5,161,721	\$4,761,167	\$282,007	(\$9,208,662)
Revenue to meet Expenditures	<u>\$12,213,673</u>	<u>\$6,423,528</u>	<u>\$8,418,663</u>	<u>\$20,240,835</u>

The workshop concluded at 6:55 p.m.

CALDWELL URBAN RENEWAL AGENCY
Regularly Scheduled Meeting
MINUTES
7:00 P.M.
Monday, July 13, 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, and Commissioner Allgood. Absent: Commissioner Ramirez.

Staff present: Carol Mitchell (Agency Treasurer), Brent Orton (Public Works Director), Steve Jenkins (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 June 8, 2020 and the Joint Workshop Session with Caldwell City Council on June 17, 2020;
- 2) Approve Resolution accepting the audit proposal from Eide Bailly for FY-2020.

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

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

MOTION CARRIED

OLD BUSINESS:

(ECONOMIC DEVELOPMENT ACTIVITY REPORT FROM STEVE FULTZ – JUNE 2020)

It was noted that Mr. Fultz was not able to attend tonight's meeting. Chairman Hopper acknowledged the written report provided by Mr. Fultz.

Steve Fultz, Economic Development Director, 411 Blaine Street was not present to read the Economic Development Report into the record.

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

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

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

Project Ranger...new project from Site Selector for 350,000 sq. ft., food processing company looking at expansion. 350+ jobs

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.

Project Equip...new project; 250,000 sq ft distribution facility in Sky Ranch. Numerous meetings and connections have occurred...property under contract

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. Working in partnership with Idaho Tech Council, SWIMA, and TechHelp

STEVEN JENKINS – JUNE 2020)

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

Project Westcoast Can:

- Beverage manufacturer with a total investment of \$220 million with a potential of 150 jobs
- 100,000-300,000 square foot building
- Want to break ground in October 2020
- Caldwell submitted two sites

Project Ranger:

- Food manufacturer
- \$50 million investment
- 350 jobs with an average wage of \$14.75/hr. An additional 350 jobs would be added with future expansions.
- Preferred location would be identified in Q3 2020, secured in Q4 of 2020 with construction to begin in Q1 of 2021 and completed by Q1 2022
- One site submitted

Project Fun Update: I spoke with the business owner recently and he still has an interest in locating in Caldwell. Due to COVID-19 issues, he will be looking around more passively, while hoping to secure a location in Q1 of 2021. This will be contingent upon the mandates imposed by the governor in months to come.

Local development group out of Boise/Eagle is looking to development a 70-90 unit multi-family development in Caldwell. They are looking at sites near Sky Ranch and on Cleveland Blvd. This is a market rate project.

Project Radio: Visited this restaurant and they are 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.

Project Love: Restaurant group is interested in locating to Caldwell. They currently have another location in Meridian and wish to expand into the Caldwell market. They offer sweet and savory food options and hope to be close to the downtown core.

Expedition Baseball League: Hoping to expand to Caldwell for the 2021 season. They wish to develop a team comprised of athletes from the Treasure Valley and across the country. This will promote economic activity throughout our community as players and teams stay at hotels, dine at restaurants and purchase goods. The Expedition League president, Steve Wagner, will be presenting more information at a forthcoming city council meeting on July 20th from 6-7 pm.

2C Wine Down: Wrapping up the permit process and will open within the next two weeks. They are located on 7th street next to Fire and Ice pottery studio.

Extreme Pizza: Will be moving into the space next to 2C Wine Down on the plaza, and they plan to open in October.

UPDATE: KickStart Caldwell has added an area to promote job opportunities on the website. This feature will help our community identify jobs amid the pandemic.

NEW BUSINESS:

(ACTION ITEM: SET THE PUBLIC HEARING DATE FOR THE NEXT REGULARLY SCHEDULED URA MEETING ON AUGUST 10, 2020 AT 7:00 P.M., PURSUANT TO IDAHO CODE 50-1002, FOR CONSIDERATION OF THE PROPOSED BUDGET FOR THE URBAN RENEWAL AGENCY FOR THE CITY OF CALDWELL FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2020 AND ENDING SEPTEMBER 30, 2021)

Chairman Hopper reported that at 6:00 p.m. a workshop was conducted to review the proposed URA FY-2021.

Carol Mitchell, URA Treasurer, recommended setting the public hearing for the proposed budget for Monday, August 10, 2020 at the next Regularly Scheduled URA Meeting at 7:00 p.m. She noted that the proposed expenditures amount to \$20,240,835; Proposed Non-Tax Increment Revenue amount of \$778,480; the Proposed Tax Increment Revenue amount to \$10,253,693 for a total \$11,032,173; and a request a use fund balance in the amount of \$9,208,662.

MOVED by Allgood, SECONDED by Warwick to accept the tentative proposed budget and set the budget public hearing date for Monday, August 10, 2020 at the next Regularly Scheduled City Council Meeting at 7:00 p.m.

MOTION CARRIED

(ACTION ITEM: CONSIDER HIRING A FEASIBILITY STUDY CONSULTANT TO ASSIST WITH EVALUATION OF A NEW OR REVISED CALDWELL NORTH URBAN RENEWAL AREA)

Douglas Waterman, Agency Attorney at 1303 12th Avenue Road, Nampa, reported that a consultant would be needed for creating a new or revised feasibility study. He noted that Mark Hilty has spoken with ElJay Waite to serve as the feasibility study consultant.

Chairman Hopper reported that the last study was completed approximately eight months ago.

Ms. Mitchell reported that a fund balance of \$7,000 remained from the FY-2020 budget and \$7,000 had been appropriated in the FY-2021 budget for the consultant position.

Commissioner Wagoner questioned if the position should go to bid. Discussion followed.

Ms. Mitchell reported that effective July 1, 2020, the Idaho Statute amendment provides a provision for highway districts to opt out of a new URA revenue allocations area. She noted that Mr. Waite had already completed a feasibility study in 2019 for the Caldwell North URA Area. That document could now be modified to reflect the new Idaho ruling rather than hire a consultant who would need to start over on the entire feasibility study.

Commissioner Porter spoke in favor of having Mr. Waite leverage the established relationships he already made with property owners within the area

Commissioner Allgood expressed concern regarding the lack of support from the Canyon County Commissioners at the recent attempt for a new URA revenue allocation area.

Chairman Hopper reported that if a new revenue allocation area were approved, it would not take effect until 2023.

MOVED by Porter, SECONDED by Warwick to move forward with hiring a feasibility study consultant and offer the position to ElJay Waite.

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

MOTION CARRIED

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

Carol Mitchell, Agency Treasurer presented outstanding invoices to payment approval.

VENDOR	AMOUNT	DESCRIPTION
City of Caldwell – Economic Development	\$18,000.00	July Economic Development Contribution
Hamilton, Michaelson & Hilty	\$ 5,940.00	June Attorney Fee
City of Caldwell – Cemetery	\$297,000.00	Loan Repayment: Payment 3 of 4
City of Caldwell – Park Impact	\$158,510.00	Wolfe Field Lighting Contribution
City of Caldwell – Park Impact	\$59,625.00	Simplot Field Lighting Contribution
City of Caldwell – Street	\$2,469.72	Reimbursement: Street Dept. Labor (Lighting for Simplot and Wolfe Field)
TOTAL	\$541,544.72	

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

MOTION CARRIED

Carol Mitchell, Agency Treasurer presented invoices for ratification of payment approval.

VENDOR	AMOUNT	DESCRIPTION
Canyon County	\$96,701.00	May: Reimbursement of site improvement costs at the Canyon County Fair Expo site.
TOTAL	\$96,701.00	

MOVED by Porter, SECONDED by Warwick to approve the invoice ratification of 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:

Banner Bank TOTAL		\$16,031,003.06
LGIP	\$ 116,009.40	
Banner Bank, CD	\$ 250,380.49	
Banner Bank Operating Account	\$15,664,613.17	
Restricted TOTAL		\$15,664,613.17
Restricted – Other Tax Districts	\$9,816,349.80	
Restricted – Caldwell	\$2,542,059.44	
Restricted – URA TVCC	\$ 561,2458.86	
Restricted – URA Job Creation	\$2,744,958.07	

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

(ATTORNEY'S REPORT)

Agency Attorney Douglas Waterman provided an update on proposed developments in downtown Caldwell.

- a. Cleveland Event Center: Mr. Waterman reported that Mr. Hilty and has been negotiating with Mr. Mussell of Mussell Construction concerning a development agreement. He noted that an agreement would be presented to the URA Commissioners for their consideration at the next meeting scheduled for August 10, 2020.
- b. Side-A Brewing: The draft development agreement is being reviewed by the developer's attorney. It is planned that an agreement would be presented to the URA Commissioners for consideration at the next meeting scheduled for August 10, 2020.
- c. Creekside Agreement: Mr. Hilty will be meeting with the developer next week for updates concerning the hotel study.

(CHAIRMAN'S REPORT)

Chairman Hopper noted that Caldwell City Council approved his reappointment and the reappointment of Jim Porter for a term to expire on July 1, 2023.

Update Report on 215 and 217 South Kimball Avenue: The City Attorney is working to develop an RFP for the site. Contact has been made with Norman's Jewelry concerning their involvement in the potential replacement of the building and/or the temporarily relocation of their business until a new structure is built. There are no EPA issues concerning the subject site.

(COMMISSIONER REPORTS)

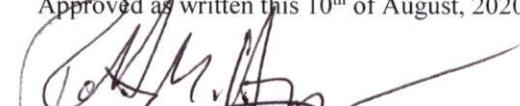
None.

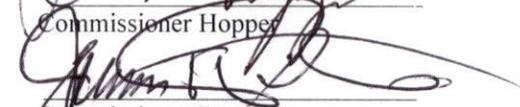
(ADJOURNMENT)

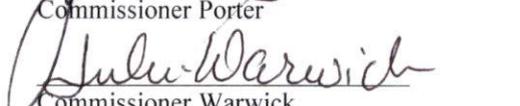
MOVED by Allgood, SECONDED by Warwick to adjourn at 7:33 p.m.

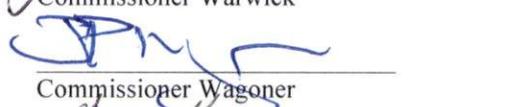
MOTION CARRIED

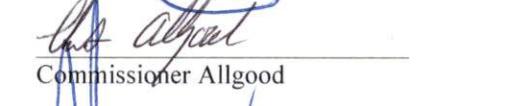
Approved as written this 10th of August, 2020.

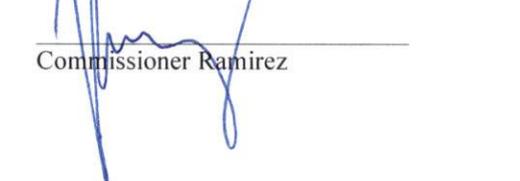

 Commissioner Hopper

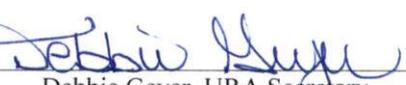

 Commissioner Porter


 Commissioner Warwick


 Commissioner Wagoner


 Commissioner Allgood


 Commissioner Ramirez

ATTEST: 
 Debbie Geyer, URA Secretary

