

Regular Scheduled Meeting
CALDWELL URBAN RENEWAL AGENCY
May 4, 2010 – 12:00 p.m.
City Administrative Offices, Conference Room

The regular scheduled meeting of the Caldwell Urban Renewal Agency convened at 12:00 noon on May 4, 2010 in the Conference Room at Caldwell City Hall Administrative Offices with Chairman ElJay Waite presiding. Roll was called:

Present: ElJay Waite, Mayor Garret Nancolas, Steve Rule, Leona Fouts, Rob Hopper, Amy Rojas

Guests: Steve Fultz, Bruce Schultz, Tom Smith, Tom Scott, Harry Eodichi, Dana Dobson, Jesus Sandoval, Coral Ringo and Tommy Greenough.

Motion to approve the agenda: Fouts/Nancolas M/S/P

Motion to approve the minutes of the April 6, 2010 meeting: Fouts/Hopper M/S/P

OLD BUSINESS

C/CEDC Activity Report presented by Steve Fultz, Executive Director:

Highlights for April 2010

- Continued working with TVCC on expansion of education and job training initiative for Caldwell/Canyon County (meeting with Bruce Schultz and others)
- Working with College of Western Idaho on expansion in Caldwell (potential sites along the blvd.) for vocational-technology programs that currently reside on the BSU campus
- Meeting/discussion on potential cold-storage facility to Caldwell...needs about 25,000-33,000 square feet to start (business currently in Baker City, OR.
- Continued working with 2 potential restaurants/coffee shops for downtown
- Working with downtown group on incentive options: drafted and submitted ideas and programs I've worked with in the past for consideration.
- Developed concept/strategy for business incubator for downtown
- Working with developers on a potential office/service complex in Caldwell (credit union)
- Participating with BVEP Working Group
- Working with Grubb-Ellis representative on manufacture lead/possible project to Caldwell
- Meeting with Freehold Development on update and projects...VA ground breaking
- Working with realtor on Skyway business park for potential location of business
- Working with the Business Retention and Expansion committee on survey and visit list
- Working with Bruce Schultz on amendment to the educational component of the CCEDC strategic plan
- Working with Priddy brothers on expanding wine region and airport development
- Meeting with Chamber and State Tourism directors on grant opportunities for Caldwell/Canyon County
- Working with Jim Toomey at U of I Incubator on an additional grant for adding more room for wine making incubation
- Signage for travel/tourism into wine region
- Working on lead from Ripley Doorn (client) for manufacturing space in the industrial park

TVCC Building Project update was provided by Chairman Waite. The project is on schedule and the September opening date is on track. Chairman Waite presented a draft of the lease agreement between CEURA and TVCC. Several minor revisions, verbiage regarding management of assets and question regarding furnishings and equipment still need final attorney review. A special meeting of the commissioners will be held May 18, 2010 to confirm the changes and review and approve the final document.

NEW BUSINESS

Chairman Waite presented two **Due Diligence Inquiry** applications from prospective tenants for the retail space in the **education (TVCC) building**. Discussion ensued regarding options for ownership, repair and maintenance of the equipment and furnishings, hours of operation and menu offerings.

1:15pm Steve Rule exited the meeting due to 1:30 commitment

Motion to authorize Rob Hopper and Steve Fultz to interview both applicants for the retail space in the TVCC building and report back to CEURA at the special meeting scheduled for May 18, 2010: Rojas/Nancolas M/S/P

Chairman Waite opened the floor to Bruce Schultz for presentation of a pro-forma for the **Caldwell Career Training & Education Initiative**. A formal funding request to CEURA (amount to be determined) will be forthcoming from CCEDC to provide support for the initiative. Subsequent action on the initiative will be taken following discussion in Executive Session Title 67-2345A (Hiring & Firing) scheduled for May 18, 2010.

Chairman Waite presented a request from **Coyote Wine Tastery Room** to consider construction costs for space improvements totaling \$9,971.37 as a lease offset. *Motion to accept the improvements and allow them to be applied to and become part of the lease agreement, contingent upon CEURA attorney approval: Nancolas/Rojas M/S/P*

Chairman Waite presented the second draft of the **Caldwell Economic Development and Incentives Program** (“Program”), revised by a committee of businessmen, business owners and representatives from URA and the city. Next action steps by CEURA:

1. Review the language in the draft
2. Review the three grants and qualifications included in the draft
3. Name a group/committee and place for administration of the Program
4. Obtain attorney approval
5. Announcement and marketing of the Program

Chairman Waite requested review of the second draft by the commissioners prior to the special meeting scheduled for May 18, 2010. Mayor Nancolas stated that interfacing the Program with the city’s master plan will be critical to the success of both the master plan and the Program. *Motion to authorize Chairman Waite to present the draft of the Program to City Council: Fouts/Fojas M/S/P*

Financial Report and **Approval of Invoices/Checks** were not available and will be presented at the May 18, 2010 meeting.

GENERAL BUSINESS/COMMISSIONER REPORTS

No business to report

The **next meeting** will be held **May 18, 2010 at 12:00 noon**
Motion to adjourn: Fouts/Nancolas M/S/P
Meeting adjourned at 2:00 p.m.

Respectfully submitted,

Leona Fouts
Secretary