

Regular Scheduled Meeting  
CALDWELL URBAN RENEWAL AGENCY  
June 1, 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 June 1, 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, Leona Fouts and Rob Hopper

Absent: Steve Rule, Amy Rojas

Guests: Steve Fultz, Kathleen Robinson

*Motion to **amend the agenda** to reclassify New Business item #1 as Old Business item #2 and rename it as “Review TVCC economic development plan” and **approve the agenda** as amended: Hopper/Fouts M/S/P*

*Motion to **approve the minutes** of the May 18, 2010 meeting: Hopper/Fouts M/S/P*

### **OLD BUSINESS**

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

#### **Highlights for May/June 2010 in URA District**

- Continued work with College of Western Idaho (CWI) on expansion in Caldwell (potential sites along the blvd.) for vocational-technology programs that currently reside on the BSU campus.
- Continued work with potential manufacturing and cold-storage business considering move to Caldwell...needs about 33,000 square feet to start, expanding to 100,000 square feet (business currently in eastern Oregon).
- Continued work with Tom Smith/Willow Bay Coffee on a deli/coffee shop for downtown.
- Continued work with downtown incentive options.
- Work with Freehold Development on the VA ground breaking
- Working on amendment to the educational component of the CCEDC strategic plan
- Working with Priddy brothers on expanding wine region and airport development (currently working with two potential businesses for the airport area)
- Continued work with Chamber on travel/tourism strategic plan for the Caldwell area
- Continued work with Jim Toomey at U of I Incubator on additional grant funding for adding more room for wine making incubation
- Working/negotiating with two property owners downtown for potential parking opportunities
- Working with Gary Multanen and others from Best Bath on a ribbon cutting and “get acquainted” meeting for June 22<sup>nd</sup>
- Working with BVEP on familiarization tour for site selection firms (scheduled for June 24-26)
- Scheduled wine tour for Chamber invitees (June 4<sup>th</sup>)
- Friday Night Express begins June 4<sup>th</sup>, Garianne working with the committee
- Will be meeting to discuss a (potential) second farmer’s market for downtown Caldwell

Commissioners suggested Steve Fultz contact Carl Christensen, current lease holder for Willow Bay Coffee Company, to confirm Tom Smith's equipment ownership and ability to vacate his current lease.

*Motion to authorize the Chairman to work with Steve Fultz in aggressively soliciting the manufacturing/cold storage opportunity to determine potential incentives, including land use, with a final proposal to be presented to URA commissioners: Nancolas/Hopper M/S/P*

Kathleen Robinson, TVCC Caldwell Center Director, presented a draft of the **TVCC Program Development, Needs Assessment and Initiatives** for the Caldwell Center. Kathleen provided an overview of the development steps, philosophy and objectives of the program. Needs assessment data is retrieved from student inquiries and requests, formal assessments through Survey Monkey and input/feedback from local business, industry and community leaders. She stressed the importance of a GED program in Caldwell and noted that it is a priority for TVCC's Caldwell Center. Fire Science and Viticulture programs are moving forward, an evening program for business classes is being planned and two "smart classrooms" will be fully functional in September. Students and staff are excited and the momentum is growing exponentially.

Chairman Waite presented a second draft of the **Caldwell Economic Development Business & Job Creation Incentive Program**. The document was reviewed for content, processes and policies. Discussion ensued regarding the makeup of the application advisory board with consensus reached on the following points:

- Consider seven appointments from the CCEDC Board: business owners, community leaders, no conflict of interest
- Remove government from the review/advisory process
- Appointments to the board must be ratified by either City Council or URA Commissioners
- Tax payer dollars funding the grants require accountability by either URA or the City
- Advisory board recommends final applicants for approval by either URA or City

The second draft document will be forwarded to Sage Resources for review and comment. The revised Sage document will be distributed to commissioners for consideration and/or approval.

## **NEW BUSINESS**

Rob Hopper presented the following **invoices for payment:**

\$ 15,000.00	CCEDC	2 <sup>nd</sup> Quarter
\$ 52.22	Petty Cash	Lunches/Sundry: May

*Motion to approve the invoices for payment: Fouts/Nancolas M/S/P*

**Financial Report** provided by Rob Hopper:

<u>May 31, 2010</u>	<u>Ending Balance</u>	<u>Earnings</u>
B of C Business Acct	1,565,223.27	779.17
Local Gov't Investment Pool	Not Available	
Wells Fargo (debt service 4/30/10)	Not Available	
B of C CD	Not Available	

**GENERAL BUSINESS/COMMISSIONER REPORTS**

Chairman Waite announced that the TVCC building construction is on schedule.

The **next meeting** will be held **July 6, 2010 at 12:00 noon**

*Motion to adjourn: Fouts/Nancolas M/S/P*

Meeting adjourned at 1:45 p.m.

Respectfully submitted,

Leona Fouts  
Secretary