

Regular Scheduled Meeting
CALDWELL URBAN RENEWAL AGENCY
July 6, 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 July 6, 2010 in the Conference Room at Caldwell City Hall Administrative Offices with Chairman ElJay Waite presiding. Roll was called:

Present: ElJay Waite, Leona Fouts and Rob Hopper. Mayor Garret Nancolas was in attendance via conference call. Steve Rule arrived as noted in the minutes.

Absent: Mayor Garret Nancolas, Amy Rojas

Guests: Steve Fultz, CCEDC; Tom Smith, Chukars Espresso & Deli; Theresa Hardin, Caldwell Chamber of Commerce

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

Motion to approve the minutes of the June 1, 2010 meeting: Fouts/Hopper M/S/P

OLD BUSINESS

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

Highlights for June 2010

- 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 on potential manufacturing and cold-storage business to Caldwell...needs about 33,000 square feet to start, expanding to 100,000 square feet (business currently in Baker City, OR). On hold, busy season. Will resume in August.
- Continued work with Tom Smith/Willow Bay Coffee on a deli/coffee shops for downtown
- Continued work with downtown incentive options.
- Attended and videoed airport terminal ribbon cutting
- Working with Priddy brothers on expanding wine region and airport development
- 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. 4th winery coming soon.
- Working/negotiating with 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 July 20th
- Participated in wine tour for Chamber invitees (June 4th)
- Friday Night Express began in June, Garianne working with the committee
- Met with group to discuss a (potential) second farmer’s market for downtown Caldwell
- Working with Board of Works on a specific airport project
- Working with Greg Poe Air Show on expansion to Caldwell airport
- Continue to work with Bill Atwell on flight simulator project to Caldwell
- Presentation to Windermere Realtors on Caldwell development
- Working with two potential applicants for business locations in downtown
- Working with two potential applicants for URA incentives in the Sky Ranch/Skyway Business park area

Steve Fultz noted the increasing synergy between the business community, the Chamber of Commerce and Urban Renewal. Mayor Nancolas suggested that his position on the URA board become an ex-officio position and a position opened for representation from the Chamber of Commerce. Chairman Waite stated that legal counsel was reviewing the bi-laws and more information would be available at the August meeting.

Chairman Waite stated that the final draft for the **Caldwell Economic Development and Incentives Program** was still under review by SAGE Resources and CCEDC and would be presented at the August meeting.

NEW BUSINESS

Chairman Waite presented a draft of the **2011 budget** for CEURA for review and discussion. Further discussion and acceptance will be scheduled for the August meeting.

Mayor Garret Nancolas departed the meeting due to loss of phone reception.

Commissioner Steve Rule presented a request on behalf of **Canyon County** for financial assistance in the potential purchase of **additional building space for the court house** which is overcrowded. Court sessions are being held in rooms that were designed for conference rooms and lack of security is an ongoing concern. Commissioner Rule noted that the Aladdin building south of the court house is available for purchase and remodel and would be an ideal location for housing development services. This relocation would relieve the court house of a large percentage of the current foot traffic, thereby allowing for increased security in the court house. Chairman Waite asked the board to consider the request for further discussion at the August meeting.

Chairman Waite presented a proposed price list for the **espresso/deli furniture and equipment** to be purchased by CEURA for the retail space in the education (**TVCC**) **building**. The total price is \$36,803 which includes \$25,660 for used (refurbished & reupholstered) items and \$11,143 for new items. A second value assessment of the used equipment will be obtained before approving the purchase.

Chairman Waite stated that the **lease agreement for the retail space** in the **TVCC building** is currently being drafted. The proposed rent of \$12/s.f. for 850 square feet will be paid as a % of gross sales. Power and utilities will be paid separately. Further action will be taken at the August meeting.

Chairman Waite announced the date of the **ribbon cutting and dedication of the TVCC building** will take place on September 17th at 12:00 noon. A time capsule is being planned and suggestions for contents included: pictures of the surrounding blocks, newspapers, technology (cell phone/ipod), a TVCC course outline, enrollment roster, building costs, list of community leaders, testimonials from previous students whose education at TVCC was life changing.

Chairman Waite announced that **parking space for TVCC** students is being developed at 7th and 6th and Blaine that will provide approximately 120-125 spaces. Other parking is available on Arthur (50 spaces) and the depot (110 spaces). An aerial view will be available at the August meeting.

Chairman Waite presented a **proposed lease schedule** and lease amendment and for the **Coyote Wine Tastery** to include the credit for the construction costs previously approved by CEURA.

Motion to adopt the lease schedule for the Coyote Wine Tastery: Hopper/Rule M/S/P

Chairman Waite presented a proposal to set the **TVCC lease schedule** at \$200,000 per year for the first year with an annual increase that reaches \$280,000 per year in 5 years. This will provide full payment of the equipment loan of \$1,000,000, with the balance of the lease payments dedicated to future classroom expansion and building/equipment maintenance. *Motion to approve the lease and authorize Chairman Waite to sign the agreement: Hopper/Fouts M/S/P*

Chairman Waite presented a **request from Rostock Furniture** for assistance with roof replacement and insulation in their building at 307 South Kimball. Although this request does not meet the criteria of job creation in our current incentive program, CEURA understands the need, is open to the request and expects to consider options to help existing business with infrastructure improvements. Steve Fultz, CCEDC, will communicate with Rostock Furniture.

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

\$ 787.50	Hamilton, Michaelson & Hilty	TVCC lease, bonds
\$ 208.89	URA Friend of the Court	1/9 th of court costs
\$ 50.10	Albertsons	Lunches: June 1 mtg

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

Financial Report provided by Rob Hopper:

<u>Bank of the Cascades Business Ckg</u>	<u>Ending Balance</u>	<u>Earnings</u>
June 30, 2010	1,655,319.62	651.37

<u>Bank of the Cascades Time CD#1</u>	<u>Ending Balance</u>	<u>Earnings</u>
December 1, 2009 (most recent stmnt)	251,953.42	not reported

<u>Home Federal Business Ckg (non-interest)</u>	<u>Ending Balance</u>	<u>Earnings</u>
May 1, 2010	91,348.62	n/a
June 1, 2010	91,348.62	n/a

<u>Home Federal Repurchase Agreement</u>	<u>Ending Balance</u>	<u>Earnings</u>
April 19, 2010	190,318.10	60.95
May 30, 2010	190,419.78	101.68
June 30, 2010	190,522.94	103.16

<u>Home Federal - 30 day Time CD</u>	<u>Ending Balance</u>	<u>Earnings</u>
April 14, 2010	251,167.04	181.95
May 14, 2010	251,557.21	390.17
June 12, 2010	251,947.99	390.78
June 30, 2010	252,158.04	210.05

<u>Local Government Investment Pool</u>	<u>Ending Balance</u>	<u>Earnings</u>
May 31, 2010	606,469.69	92.36
June 30, 2010	606,586.79	117.10

<u>Wells Fargo (Debt Service)</u>	<u>Ending Balance</u>	<u>Earnings</u>
May 31, 2010	2,567,538.09	21.10

Motion to approve the financial report: Fouts/Hopper M/S/P

GENERAL BUSINESS/COMMISSIONER REPORTS

Chairman Waite referenced the bid from Hibbard Construction for the façade improvements to 217 S. Kimball that was distributed to commissioners via e-mail. This project will be discussed at the August meeting.

The **next meeting** will be held **August 3, 2010 at 12:00 noon**

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

Meeting adjourned at 1:20 p.m.

Respectfully submitted,

Leona Fouts
Secretary