

This regular meeting of the Jerome Urban Renewal Agency was called to order at 3:07 p.m.

Present were Chairman Gary Warr, Commissioner Kathy Cone, Commissioner Shonna Fraser, Commissioner Brian Craig and Commissioner Jason Peterson.

Also present were City Clerk Bernadette Gomes, City Administrator Mike Williams, Finance Director Ross Hyatt, Accounting and Budget Manager Lori McCrae and City Planner Ida Clark. Legal counsel Ryan Armbruster joined by teleconference.

PLEDGE OF ALLEGIANCE:

Chairman Warr led the audience in recitation of the pledge of allegiance.

CONSENT CALENDAR:

Items in the consent calendar are as follows:

A. Approve minutes of the September 5, 2019 regular meeting

B. Review and approve claims for October 2019

City of Jerome, \$867.43; Redevelopment Association of I, Inc., \$1,650.00; Triple S Landscaping LLC, \$350.00; US Bank, \$88,812.07; ICRMP, \$1,445.00

C. Review and approve financial reports for October 2019

D. Approve payment to ICRMP to renew annual membership contribution for liability insurance in the amount of \$1,445.00

Commissioner Craig made a motion to approve the consent calendar as presented. Second to the motion was made by Commissioner Fraser. After consideration the motion passed unanimously by the following vote: **AYES:** Chairman Warr, Commissioner Cone, Commissioner Fraser, Commissioner Craig and Commissioner Peterson. **NAYES:** None.

ENGAGEMENT LETTER FOR AUDITING SERVICES:

Ms. McCrae stated an annual audit is required by a third party and staff is requested that the board review and approve the engagement letter with Rexroat, Harberd and Associates. The fee of \$4,500 is an increase from last year but services remain the same.

Commissioner Craig made a motion to approve the Engagement Letter for Auditing Services by Rexroat, Harberd and Associates. Second to the motion was made by Commissioner Cone. After consideration the motion passed unanimously by the following vote: **AYES:** Chairman Warr, Commissioner Cone, Commissioner Fraser, Commissioner Craig and Commissioner Peterson. **NAYES:** None.

LEGISLATIVE REPORT:

Mr. Armbruster stated that there was no specific item to report. He spoke of a working group formed by the legislature to look at city and county property taxes that will meet on October 21st to address the property tax of cities and counties. The issue of whether or not to increase the property tax exemption will be addressed as it does not flow with inflation. There is talk about providing greater relief to seniors; the Circuit Breaker program is available but not very

helpful. Mr. Armbruster also spoke of concerns with city and county budgets and whether or not there should be some sort of limitation to property taxes. He stated that the Redevelopment Association of Idaho (RAI) held their monthly board meeting and everyone is expecting a tough legislative session ahead involving local government and, then by implication, the urban renewal agencies.

FINANCIAL REPORT:

Ms. McCrae reported that the financial reports reflect regular monthly payments plus the annual payment to ICRMP; it reflected an increase of \$95.00. Additionally, Ms. McCrae stated that the US Bank interest payment for the bonds was made, and one payment to Triple S Landscaping was made for the clearing of the recently purchased property. She also reported that the interest on investments was updated and reflected in the financial reports.

STAFF REPORTS:

Mr. Williams updated the board on activities at 130 and 132 W. Main. City staff has been bringing in suitable material to fill in the “hole” at that location. He stated that the public works department and engineering have agreed to provide in-kind work with materials at the yard. At this time, once materials on hand are exhausted more will be purchased, but labor will be in-kind from the city. He stated the goal is to have the in-fill work done by winter.

Mr. Williams stated that staff has reached out to the owner of other downtown property but no response has been received. Also in Area 3, the Request for Proposals was published with a due date for submission of October 28th. Mr. Williams stated that he has had two different developers show interest with concepts so far, and he hopes that more information will be available at the next meeting. He reported on signage for ACE Hardware installed but does not have information on the store’s opening. Mr. Williams also reported on a sheriff’s sale on E. Main for a building east of Wells Fargo; the property was purchased and the owner’s intent is to clean up the property, remodel and find a tenant. Commissioner Peterson commented on the owner’s purchase, and Commissioner Craig stated that a neighboring store owner had considered purchasing the property as well.

Regarding Area 4, Mr. Williams stated that Project X is owned by the Nelson Jameson Company; they acquired eighteen acres and received their Special Use Permit in September. He spoke of the plat for the Northside Subdivision revised by the original surveyor and currently being reviewed by Idaho Milk Products (IMP). Staff will request that the amended plat be signed and recorded prior to the closing of any land purchase. Additionally, Mr. Williams stated that rail spur access will be required, and that another rail crossing may be requested across Nez Perce; they are working with the engineering staff to ensure safety is the top priority for traffic. Upon inquiry by Commissioner Peterson, Mr. Williams stated there could potentially be two railroad crossings similar to those on West Main Street. Project Moving Milk is for ten acres in the same subdivision, and Mr. Williams met with two company representatives and was given a basic layout of their facility along with infrastructure requirements for water and wastewater. He stated staff is comfortable with the expected flows of approximately 7,000 gallons per day. Additionally, Mr. Williams stated that the company is based out of Missouri and involved in milk transportation and logistics. The facility will be a \$3-\$4 million investment with approximately 20 new jobs, and the closing date for their purchase is near the end of October.

Regarding Area 2, the IMP expansion is complete. The grand opening went well in their new and impressive facility. However, invoices have not yet been submitted for the rock

removal. Mr. Williams spoke of a potentially new project in Area 2, a product line with a \$10 million investment and approximately ten new jobs. Project Supro is in the early stages of approval, and URA involvement would be minimal as water and sewer are already available although it may require gas expansion.

Upon inquiry by Commissioner Peterson, Mr. Williams stated that staff would like to pursue acquiring adjacent property prior to issuing an RFP for a project on the purchased property at W. Main. Commissioner Peterson also inquired about the rock removal and estimated costs for the audit since no invoices have been received. Mr. Williams stated that invoices with reasonable costs should be received before the audit.

Commissioner Craig inquired about the potential dog park and Chairman Warr stated it would not be in a URA area although it would be adjoining to one. Brief discussion ensued on the location of boundary lines in Area 5 and city limit boundaries, and it was noted that the Church of Jesus Christ Latter Day Saints and Canyonside Christian School on Nez Perce are not within city limits.

ADJOURN:

There being nothing further to discuss, Chairman adjourned this October 3, 2019 regular meeting at 3:31 p.m.

Chairman Gary Warr

Secretary Jason Peterson