

This regular meeting of the Jerome Urban Renewal Agency was called to order at 3:00 p.m. Council Chambers were open to the public, and the meeting was held in person and by teleconference. The video conference was conducted via Zoom and was made available to all members of the public in a format that allowed all participants to hear the meeting, including all deliberations by members of the Urban Renewal Agency board and other speakers addressing the board, whether in person or via virtual connection, and to comment if so desired, all of which was noted in the agenda, email, and notices at council chambers and on the city's website.

Present were Acting Chairman Shonna Fraser, Commissioner Jason Peterson, and Commissioner B.J. Hess. Chairman Kathy Cone and Commissioner Craig were excused.

Also present were City Clerk Bernadette Coderniz, City Administrator Mike Williams, Legal Counsel Ryan Armbruster, Finance Director Ross Hyatt, Accounting and Budget Manager Lori McCrae, City Engineer Tyson Carpenter, and IS Director Carlos Hernandez.

**PLEDGE OF ALLEGIANCE:**

Acting Chairman Fraser 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 June 2, 2022 regular meeting and June 22, 2022 special meeting
- B. Review and approve claims for July 2022
- C. Review and approve staff financial reports for June 2022  
City of Jerome \$1,217.44; Elam & Burke, Inc. \$11,914.04; Title One, \$680,245.76

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

**UPDATE ON STATUS OF SERIES 2022A AND SERIES 2022B BONDS:**

Mr. Armbruster stated the due diligence call with the finance team and DA Davidson took place prior to this meeting. He explained the underwriter holds these calls with the issuer to review questions and concerns and stated it was the most efficient due diligence call thanks to the efforts of Mr. Williams and the finance team (staff and the financial advisor). Nearly all questions posed by the underwriter's counsel were answered, and Mr. Armbruster stated the due diligence memorandum will be ready to be signed. This will allow for the completion of the Preliminary Official Statement; it will be deemed final with the exception of items under the SEC rules that can be changed. It will be signed and then distributed by DA Davidson to brokers and potential investors. Mr. Armbruster stated that, based on analysis, the bond proceeds were reduced in both Area 3 and Area 5. He received confirmation that the debt reserve fund in Area 3 will be paid for by cash. The first interest payment on the bonds will be due March 1, 2023 with the second interest and first principal payment will be due September 1, 2023. The pre-pricing

call will take place on July 25<sup>th</sup> and the pricing call will be on July 26<sup>th</sup>, with a closing date of August 4<sup>th</sup>. Proceeds should be in hand on August 4<sup>th</sup>.

**JEROME PACIFIC ASSOCIATES REIMBURSEMENT AGREEMENT:**

Mr. Williams stated Zach Turner was present for the meeting should the board have any questions. Mr. Williams presented the final draft agreement with Jerome Pacific Associates for reimbursement of eligible costs associated with their new development on S. Lincoln. Staff is hopeful that construction will begin next week. Mr. Williams reviewed Exhibit C which lists the reimbursable items as eligible public costs (in right-of-way, granted by easement, or public utilities the City will agree to maintain, etc.). Improvements include water and sewer system, storm water system and gravity irrigation; streetscaping improvements and the pedestrian plaza which will include curb, gutter and sidewalk. Streetscaping will also include furnishings, lighting and crosswalk enhancements at the intersection of S. Lincoln and Avenue E. The total cost of the reimbursements will be approximately \$778,800; this figure is higher than anticipated but is a reflection of the current construction environment. This figure also represents approximately 10% of the total cost of the project, and the Agency had originally committed to a 10% participation level. Mr. Williams stated language changes within the reimbursement agreement will include maintenance obligations for the public improvements to fall upon the City of Jerome, and the use of said public improvements for the general public. He stated the project includes three different structures for residential multi-family housing and one commercial pad site; there are no plans for development of the commercial site at this time, however any increment generated from that site will be included as part of the reimbursement agreement (any taxable value generated from improvements on the site will go towards the reimbursement as the upgrades will support the commercial site as well as residential).

Mr. Ambruster stated the reimbursement agreement amount is a not-to-exceed amount (like other reimbursement agreements) at 75% of the increment generated from both the housing and commercial projects. Completion of the project and issuance of the Certificate of Occupancy will be required prior to beginning with reimbursement payments. He noted that it is clear this obligation is subordinate to the obligation of the Area 3 Series Bonds.

**URA RESOLUTION NO. 08-22:**

Mr. Ambruster read Resolution No. 08-22 by title only, and the resolution in full is as follows:

RESOLUTION NO. 08-22

BY THE BOARD OF COMMISSIONERS OF THE URBAN RENEWAL AGENCY OF JEROME, IDAHO:

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE JEROME URBAN RENEWAL AGENCY OF THE CITY OF JEROME, IDAHO, APPROVING THAT CERTAIN CAPITAL IMPROVEMENT REIMBURSEMENT AGREEMENT BETWEEN JEROME URBAN RENEWAL AGENCY AND JEROME PACIFIC ASSOCIATES; DIRECTING THE CHAIR OR VICE-CHAIR AND SECRETARY, RESPECTIVELY, TO EXECUTE AND ATTEST SAID AGREEMENT; AUTHORIZING THE CHAIR OR VICE-CHAIR AND SECRETARY TO EXECUTE ALL NECESSARY DOCUMENTS REQUIRED TO IMPLEMENT THE AGREEMENT; AUTHORIZING ANY

TECHNICAL CHANGES, SUBJECT TO CERTAIN CONDITIONS; AND PROVIDING AN EFFECTIVE DATE.

THIS RESOLUTION, made on the date hereinafter set forth by the Jerome Urban Renewal Agency of Jerome, Idaho, an independent public body, corporate and politic, authorized under the authority of the Idaho Urban Renewal Law of 1965, Chapter 20, Title 50, Idaho Code, as amended (hereinafter the “Law”) and the Local Economic Development Act, Chapter 20, Title 50, Idaho Code, as amended (hereinafter the “Act”), a duly created and functioning urban renewal agency for Jerome, Idaho, hereinafter referred to as the “Agency.”

WHEREAS, the city of Jerome (“City”), on November 4, 2014, after notice duly published, conducted a public hearing on the Urban Renewal Plan for the Area 3 Urban Renewal Project;

WHEREAS, following said public hearing, the City adopted its Ordinance No. 1135 on December 2, 2014, approving the Urban Renewal Plan for the Area 3 Urban Renewal Project (the “Area 3 Plan”);

WHEREAS, Jerome Pacific Associates (“Developer”) owns and controls certain real property located at 120 West Avenue F, Jerome, Idaho (“Project Site”);

WHEREAS, Developer intends to construct an affordable housing project on the Project site which is commonly being referred to as the Lincoln Courtyards North Affordable Housing Project (“Project”);

WHEREAS, Developer has been awarded low-income housing tax credits from the Idaho Housing and Finance Association for this affordable housing project;

WHEREAS, as part of the Project, the Developer intends to construct and install certain public infrastructure adjacent to the Project Site;

WHEREAS, the Project Site is located within the Area 3 Plan area (“Jerome Urban Renewal District”). The Area 3 Plan provides for various measure to mitigate and remediate the Jerome Urban Renewal District;

WHEREAS, the Project includes the installation of water systems, public streetscape, surface and pedestrian plazas, wastewater and stormwater infrastructure, public landscaping, streetlights, and crosswalk enhancements and is consistent with the objectives of the Area 3 Plan. The Project will contribute to enhancing and revitalizing the Jerome Urban Renewal District;

WHEREAS, the Agency believes by providing financial contribution to the Developer to be used toward the public infrastructure of the Project, the Project will be enhanced and economically viable;

WHEREAS, on August 20, 2020, the Agency committed to funding the public infrastructure improvements in an amount of up to ten percent (10%) of the assessed value of the Project or One Million Dollars (\$1,000,000), subject to the Developer being awarded low-income housing tax credits;

WHEREAS, on April 1, 2022, Developer submitted an updated estimate and project list of intended public improvements adjacent to the Project Site. The estimate showed intended public improvements at an estimated cost of Seven Hundred Seventy-Eight Thousand, Three Hundred Twenty-Nine Dollars (\$778,329);

WHEREAS, the Capital Improvement Reimbursement Agreement (“Agreement”) between Agency and Developer defines the terms and conditions of Agency’s financial contribution to the public infrastructure improvements;

WHEREAS, the Agency deems it appropriate to reimburse Developer for certain eligible public improvements as detailed in the Agreement to achieve the objectives set forth in the Plan;

WHEREAS, Agency deems it appropriate to enter into the Agreement to participate in the development of the Project to achieve the objectives set forth in the Area 3 Plan;

WHEREAS, the Board finds it in the best interest of the Agency and of the public to approve the Agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMBERS OF THE BOARD OF COMMISSIONERS OF THE JEROME URBAN RENEWAL AGENCY OF JEROME, IDAHO, AS FOLLOWS:

Section 1: That the above statements are true and correct.

Section 2: That the Agreement, set forth as Exhibit A hereto, be and the same is hereby approved.

Section 3: That the Chair or Administrator is hereby authorized to execute the above-referenced Agreement; and further is hereby authorized to execute all necessary documents required to implement the Agreement; the Chair or Administrator is further authorized to approve and accept any necessary technical changes to the Agreement upon advice from Agency’s legal counsel that said changes are consistent with the provisions of the Agreement presented to the Agency Board at its July 7, 2022, meeting along with any substantive issues discussed at the July 7, 2022, meeting; and further, the Chair or Administrator is further authorized to perform any and all other duties required pursuant to the Agreement.

Section 4: That this Resolution shall be in full force and effect immediately upon its adoption and approval.

PASSED AND ADOPTED by the Jerome Urban Renewal Agency of the City of Jerome, Idaho, on July 7, 2022. Signed by the Chair of the Board of Commissioners and attested by the Secretary to the Board of Commissioners, on this 7<sup>th</sup> day of July 2022.

APPROVED:

By:

/s/ Shonna Fraser

Vice-Chair

ATTEST:

/s/ Jason Peterson

Secretary

Commissioner Peterson made a motion to approve Resolution No. 08-22. Second to the motion was made by Commissioner Hess. After consideration the motion passed unanimously by the following vote: **AYES:** Commissioner Peterson, Commissioner Fraser, and Commissioner Hess. **NAYES:** None.

**JEROME PACIFIC ASSOCIATES LINCOLN COURTYARDS PROJECT:**

Mr. Williams stated he spoke with John Rennison regarding the development on S. Lincoln and reminded the board about the letter of support given for that project. Rennison Companies purchased properties for new housing developments on S. Lincoln near Dairy Queen and near D.L. Evans Bank but housing credits were awarded to one site only; Rennison chose to develop the site near Dairy Queen also known as Lincoln Courtyards North. The developer decided to pursue housing credits at the D.L. Evans location and is seeking a letter of interest for the new project. Mr. Taylor representing Rennison Companies appeared before the board and spoke of the Lincoln Courtyards South project with renderings for the board's review. He briefly explained the Idaho Housing and Finance Association (IHFA) tax credit application process and stated the total cost of the Lincoln Courtyards South project (located near D.L. Evans) is estimated to be \$8.4 million; if the URA chooses to participate financially, the requirement would be 10% of that cost, or \$840,000. Mr. Taylor requested that a Letter of Interest similar to that provided for the Lincoln Courtyards North project be provided; the application to IHFA is due by August 5<sup>th</sup>. Mr. Williams stated the Planning and Zoning Commission (P&Z) approved the design review of the project, and revisions can be made if necessary. In previous discussions regarding this proposal, Mr. Williams spoke of the pride in a finished project and positive contribution to the neighborhood with this low-income housing project. There are concerns of whether there will be enough public improvements to meet the \$840,000 threshold; the letter can reflect that the URA would participate up to 10% if that amount is met. Many improvements are needed in the area (i.e. sidewalks, lighting, curb and gutter, etc.). Acting Chairman Fraser spoke of the dirt lot that will be developed and there should be a significant amount of public improvements in the area.

Commissioner Peterson made a motion to direct staff to coordinate with the developer to prepare a letter to submit to IHFA for community participation through the URA in amount of 10% of the estimated construction costs subject to eligibility requirements. Second to the motion was made by Commissioner Hess. After consideration the motion passed unanimously by the following vote: **AYES:** Commissioner Peterson, Commissioner Fraser, and Commissioner Hess. **NAYES:** None.

Upon inquiry by Commissioner Peterson regarding a demand for manufactured homes due to the lack of available housing, Mr. Williams stated the incentive could be there for those with immediate housing needs, and Acting Chairman Fraser stated rental housing is either in short supply or costs are too high.

### **LEGISLATIVE UPDATE:**

Mr. Armbruster stated there is no news to report regarding the legislature. He has reviewed community open house forums on property taxes and assessments but has nothing to report. He expects more activity in November.

### **STAFF REPORTS:**

Mr. Williams stated he met with College of southern Idaho (CSI) President Fisher and his team on Tuesday to discuss the CSI Center project. They will be sending out Requests for Qualifications (RFQ) to begin designing the building on the property. The finished design will determine the exact amount of property to be developed, and Mr. Williams stated he expects this to take place in late summer/early fall. He requested that a City staff member (either himself or Mr. Carpenter) be on the review committee to provide input on the RFQ proposals. He noted

President Fisher has ensured the City of Jerome will have a voice in the process for an acceptable project to the City and its residents. A sign will be placed on the property announcing the new location, and the board will be invited to participate in a small ceremony. Upon inquiry by Acting Chairman Fraser, Mr. Williams stated CSI will have approximately half of the frontage area along N. Lincoln. The initial rendering had two commercial buildings on Lincoln frontage; another entity will have the other half of the frontage area, and Mr. Williams stated the Boys and Girls Club is working to get funding for the building. Upon inquiry by Commissioner Peterson, Mr. Williams stated the Boys and Girls Club would like to own the building, and Summit Creek has been good to work with on the project as a whole. He also stated there was discussion with President Fisher on the existing CSI Center and opportunity for the URA to acquire the location for development near the existing parcels owned by the URA on W. Main. Once the new building is being used, additional conversations will take place regarding a larger project and seeking development proposals for the Main Street parcels.

The URA recently closed on approximately 30 acres of property on the south side of town, and Mr. Williams stated the letter to request annexation into the City was presented to City Council; they directed staff to move forward with the P&Z. Upon annexation, lot line adjustments will be pursued for correct boundaries and proper zoning, and then staff will move forward with development; an RFQ was sent and published on July 2<sup>nd</sup> (second publication will be on July 22<sup>nd</sup>) seeking engineers to assist with the development of the parcels (including surveying, streets, water, sewer, and park development).

The Area 2 close out is still in the works, and staff is waiting on the County to provide taxable value information. City Council will need to formally approve the closure of Area 2 by September 30<sup>th</sup>, and the fund balance will be sent to the County and then disbursed to all taxing districts. In Area 4, the Western Dairy Transport project is under construction, and a ground-breaking ceremony is anticipated later this summer for Nelson Jameson. The tennis courts are functional and being used, and Mr. Williams has received a lot of positive feedback regarding their use. Due to limited availability of concrete, half of the sidewalks have yet to be completed. Once completed, tree wells and sidewalk pavers will be installed. He commended the parks department staff for their efforts in maintaining Shepherd's Park, and stated the Agency's investment in that park is money well spent. He expects the park to be utilized regularly and stated the neighborhood is busy with the new police station work underway down the street. Mr. Williams concluded by stating that this has been a busy time for the URA with existing projects, advanced financing and Area 2 close-out process.

**ADJOURN:**

There being nothing further to discuss, Acting Chairman Fraser adjourned this July 7, 2022 regular meeting at 3:37 p.m.

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Chairman Kathy Cone

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Secretary Jason Peterson