

This special meeting of the Jerome Urban Renewal Agency was called to order at 3:01 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 Chairman Kathy Cone, Commissioner Bryan Craig, Commissioner Shonna Fraser, and Commissioner B.J. Hess. Commissioner Jason Peterson was excused.

Also present were City Clerk Bernadette Coderniz, City Administrator Mike Williams, Finance Director Ross Hyatt, Accounting and Budget Manager Lori McCrae, City Engineer Tyson Carpenter, and IT Technician Andy Newbry. Legal Counsel Ryan Armbruster joined the meeting via Zoom.

PLEDGE OF ALLEGIANCE:

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

CONSENT CALENDAR:

Items in the consent calendar are as follows:

A. Review and approve claims for August 2022

City of Jerome, \$50,075.00; Elam & Burke Inc., \$15,240.50; Times News, \$541.80

Commissioner Hess 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 Cone, Commissioner Craig, Commissioner Fraser, and Commissioner Hess. **NAYES:** None.

PUBLIC HEARING – CONSIDERATION OF FY2022-23 BUDGET:

This being the time published for a public hearing to hear comments regarding the proposed Jerome Urban Renewal Agency budget for fiscal year 2022-2023, Chairman Cone opened the hearing at 3:03 p.m. She reviewed the procedures that will be followed during this hearing and noted that the notice of public hearing was published in accordance with law.

Ms. McCrae spoke of the proposed FY2023 budget and briefly reviewed the key points to the budget. In Area 2, Ms. McCrae stated \$675,000 will be carried over; \$650,000 will be to pay Scoular, and \$25,000 will be held for unforeseen expenses once the Area closes. Any funds remaining will be forwarded to Jerome County. In Area 3, the tax increment is estimated at \$288,000. Additionally, the debt service for the bond is \$212,425 and economic development payments to Commercial Creamery is \$64,000. Infrastructure projects in Area 3 are budgeted at \$315,000 from the bond. Area 4 shows a tax increment of approximately \$25,000, with the largest expenses being the economic development support payment portion to the City and professional services. Estimated tax increment in Area 5 is \$273,000 with \$2.25 million for the new park project and any infrastructure.

There was no testimony in favor, neutral nor in opposition to the information presented, and Mr. Williams confirmed that no comments were received in the office. There being no further testimony to be heard, the Chair closed the public hearing at 3:06 p.m.

Mr. Armbruster requested that the public hearing and comment period be officially closed and that the board consider approval of the resolution as it pertains to the annual appropriations. He noted that Ms. Coderniz will formally file the resolution with the City of Jerome.

URA RESOLUTION NO. 10-22:

Mr. Amrburster read Resolution No. 10-22 by title only, and the resolution in full is as follows:

RESOLUTION NO. 10-22

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, TO BE TERMED THE “ANNUAL APPROPRIATION RESOLUTION,” APPROPRIATING SUMS OF MONEY AUTHORIZED BY LAW AND DEEMED NECESSARY TO DEFRAY ALL EXPENSES AND LIABILITY OF THE URBAN RENEWAL AGENCY, FOR THE FISCAL YEAR COMMENCING OCTOBER 1, 2022, AND ENDING SEPTEMBER 30, 2023, FOR ALL GENERAL, SPECIAL AND CORPORATE PURPOSES; DIRECTING THE CHAIR, VICE-CHAIR, OR ADMINISTRATOR TO SUBMIT THE RESOLUTION AND BUDGET TO THE CITY OF JEROME, TO U.S. BANK, N.A., DA DAVIDSON, AND ANY OTHER ENTITY ENTITLED TO A COPY OF THE RESOLUTION AND BUDGET; 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 29, 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, on November 4, 2014, after notice duly published, conducted a public hearing on the Urban Renewal Plan for the Area 4 Urban Renewal Project;

WHEREAS, following said public hearing, the City adopted its Ordinance No. 1134 on November 4, 2014, approving the Urban Renewal Plan for the Area 4 Urban Renewal Project;

WHEREAS, the 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 November 4, 2014, approving the Urban Renewal Plan for the Area 3 Urban Renewal Project;

WHEREAS, the City, on November 20, 2018, after notice duly published, conducted a public hearing on the Urban Renewal Plan for the Area 5 Urban Renewal Project;

WHEREAS, following said public hearing, the City adopted its Ordinance No. 1172 on December 4, 2018, approving the Urban Renewal Plan for the Area 5 Urban Renewal Project;

WHEREAS, pursuant to Idaho Code Sections 50-2006, 50-2903(5) and 50-1002, Agency Staff has prepared a budget and the Agency has tentatively approved estimated revenues and expenditures for the fiscal year commencing October 1, 2022, and ending September 30, 2023, by virtue of its action at the Agency's Board meeting of August 4, 2022;

WHEREAS, Agency has previously published notice of a public hearing to be conducted on August 25, 2022, at 3:00 p.m., at the Jerome City Council Chambers, located at 100 East Avenue A, Jerome, Idaho, a copy of which notice is attached hereto and incorporated herein as Exhibit A;

WHEREAS, on August 25, 2022, pursuant to Section 50-1002, Idaho Code, the Agency held a public hearing on the proposed budget and considered public comment, along with Board input, on services, expenditures, and revenues planned for Fiscal Year 2023;

WHEREAS, pursuant to Section 50-2006, Idaho Code, the Agency is required to pass an annual appropriation resolution and submit the resolution to the City Clerk of the city of Jerome, Idaho on or before September 1, 2022;

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 sums of money, or as much thereof as may be authorized by law, needed, or deemed necessary to defray all expenses and liabilities of the Agency, as set forth in Exhibit A, which is annexed hereto and by reference made of apart of this Resolution, reflecting no changes from the proposed FY 2023 Budget which was published on August 11 and 18, 2022, and the same are hereby appropriated for the general, special and corporate purposes and objectives of the Agency for the fiscal year commencing October 1, 2022, and ending September 30, 2023.

Section 3: That the Chair, Vice-Chair, or Administrator shall submit this Resolution and Budget to the city of Jerome on or before September 1, 2022, and submit this Resolution and Budget to any other entity entitled to a copy of the Resolution and Budget.

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 August 25, 2022. Signed by the Chair of the Board of Commissioners and attested by the Secretary to the Board of Commissioners on this 25th day of August 2022.

APPROVED:

By:
/s/ Kathy Cone
Chairman

ATTEST:
/s/ Jason Peterson

Secretary

Commissioner Fraser made a motion to approve Resolution No. 10-22 with noted revisions and authorize the clerk to file with the City. Second to the motion was made by Commissioner Hess. After consideration the motion passed unanimously by the following vote: **AYES:** Chairman Cone, Commissioner Craig, Commissioner Fraser, and Commissioner Hess. **NAYES:** None.

ENGINEERING SERVICES AGREEMENT, EHM ENGINEERS, INC.:

Mr. Williams spoke of the engineering roster reviewed at the last URA meeting for the Area 5 new park project. EHM Engineers was ranked #1 on the roster, and staff has been negotiating the scope of work and an agreement with them. EHM owner and principal engineer David Thibault is in attendance to answer any questions the board may have.

The park project has several different factors including the surveying of the area to determine roadway extensions, curb/gutter/sidewalk, water and sewer, and the development of park space. The scope of work includes eleven different items in the agreement to be provided for the Agency, and compensations for lump sum costs are included. Mr. Williams noted that some items may be amended if needed. Specifically, the need for open green space has been identified for the project, however there is no design currently in place. Design meetings with all interested parties (the URA, City staff, the Jerome Recreation District staff, etc.) will need to take place and will be led by EHM. A future amendment will include fees for design and layout of the park; a fee schedule has yet to be defined once the scope of work is identified. He further reviewed the agreement and stated Mr. Carpenter has also reviewed the agreement along with Mr. Armbruster.

Mr. Thibault appeared before the board and stated his firm was happy to be selected for the opportunity to do the project. He spoke of the agreement and item #7. The “formal design of parkland” could entail sports fields, stadium seating, concession facilities or other amenities. The details will be discovered through a series of meetings to ensure a collective vision of the park is obtained. He stated the fee schedule references time and materials rates, and once the scope is described additional proposals for that work would be provided. Mr. Thibault reviewed the agreement at length and spoke of the following: downhill slopes needing to be leveled up; probing rock and test holes to be excavated to determine rock location; sewer and water routes with minimal rock excavation; street alignment running north to south and connecting to Nez Perce; park and parking layout; facilities and sports fields layouts, etc.; the existing pond, reservoir and pump station currently supplying irrigation water to the farm and neighboring properties; working with the recreation district on establishing water delivery; separate wet well and delivery; and, irrigational lateral and additional piping. Upon inquiry by Commissioner Craig, Mr. Williams confirmed staff would be involved in the planning meetings.

Mr. Armbruster clarified that the client in the agreement is the Jerome URA instead of the City of Jerome. As time moves forward a supplemental or amendment from EHM will be needed to better describe what they may do in terms of creating the bid documents, contractors documents, etc. Additionally, he referenced “outside services” and the 15% administrative uptick in costs; this may need to be revisited in the future. Regarding professional liability, Mr. Armbruster stated it would be prudent to have EHM provide a declaration page or copy of their professional liability insurance policy. The “anti-Israel boycott” clause must also be included in the agreement. Mr. Thibault addressed the concerns and stated that: he recognizes the “anti-Israel boycott” statute; the outside services additional 15% is in the agreement but something he rarely, if ever, sees and that the rock drilling service will be billed as direct cost and will not include a

15% markup; the insurance certificate with the JURA as a 2nd insured will not be an issue; and, the agreement with the JURA as the client has been corrected.

Commissioner Craig made a motion to approve the professional services scope of work document between the Agency and EHM Engineers, Inc. as discussed and revised. Second to the motion was made by Commissioner Fraser. After consideration the motion passed unanimously by the following vote: **AYES:** Chairman Cone, Commissioner Craig, Commissioner Fraser, and Commissioner Hess. **NAYES:** None.

STAFF REPORTS:

Mr. Williams stated he does not believe there is urgent business to be conducted on September 1st. One item forthcoming that may be considered will be a request from Summit Creek Capital to assign their interest in the Block 55/56 Phase I portion to a group from eastern Idaho, “New Earth Development.” The potentially new developer may propose townhomes, or multi-family housing. Renderings and site plans would be required of the new developer before the board could approve the change in assignment. Chairman Cone advised that she will be out of town on September 1st.

The Lincoln Courtyards North site development (south of Dairy Queen) is progressing. Mr. Williams stated that the Jerome Pacific Associates firm was not successful in obtaining tax credits for the D.L. Evans property.

Regarding the new College of Southern Idaho (CSI) project, Mr. Williams reported he has been participating in interviews with architects and reviewing proposals as a City and Agency representative. He stated the architects have been requesting old photos of the Central Elementary building in anticipation of incorporating some of the old design into the new project to pay homage to the history of the site.

Upon inquiry by Commissioner Craig, Mr. Williams stated the City and Agency will fund the park, and then ownership and maintenance will be transferred to the Jerome Recreation District (JRD). Commissioner Hess inquired about the design meetings for the park, and Mr. Williams stated staff is hopeful that those will begin in September. Representatives from the City, URA and JRD will be needed although board participation will be limited so as to not have a quorum of any of the boards at the meetings. Designs will be presented throughout the planning process with planning meetings in September, October and November. There will be ample time for feedback and to consider all options.

ADJOURN:

There being nothing further to discuss, Chairman Cone adjourned this August 25, 2022 special meeting at 3:27 p.m.

Chairman Kathy Cone

Secretary Jason Peterson