



McCabe called the meeting to order at 7:05 a.m.

Attendance:

Commission Members	Staff Present	Others Present
John McCabe, Chair	Jeff Jones, Executive Director	Susan Wilson
Sue Scott	Don Palmer, Finance Director	Garrett Thompson
Tom Lamar	Stephanie Kalasz, City Clerk	Jack Hammond
Brandy Sullivan		Carol Davenport
Steve McGeehan		
Dave McGraw		

Absent: Steve Drown

1. Consent Agenda - Any item will be removed from the consent agenda at the request of any member of the Board and that item will be considered separately later.
 - A. Minutes from March 27, 2013 Meeting
 - B. March Payables
 - C. March Financials

ACTION: Approve the consent agenda or take such action deemed appropriate.

Lamar moved and McGeehan seconded to approve the consent agenda. Motion carried unanimously.

2. Public Comment for items *not on agenda*: 3 minute limit – No comment was offered.
3. Announcements
 - Palouse Knowledge Corridor - Business Showcase, April 25, 2013, from 2–5 pm, Schierman’s Clubhouse and Event Center.
 - “How To Start A Business” - Andrew Crapuchettes, CEO and Timothy van den Broek, CFO of EMSI (Economic Modeling Specialist International), May 04, 2013, from 9-12 pm, 121 Sweet Ave (U of I incubator).
 - The 2013 University of Idaho Business Plan Competition, Saturday, April 27, 2013.
 - Artwalk, June 14, 2013

Jones went through the announcements and discussed each event.

4. Voluntary Self Evaluation of Non-Elected City Commission Members (Title VI) – Jeff Jones
 Jones explained that a requirement of federal and state grants is that the City attempt to be compliant with Title VI. He said as part of that process, non-elected officials are asked to fill out a voluntary self-evaluation and he distributed the forms. The forms will be returned to Alisa Stone.

5. Set Budget Hearing for August 14, 2013 – Jeff Jones

Jones said the URA is required to notify the County by April 30 when the budget hearing will take place. Staff is proposing August 14, 2013 (a regular meeting time) for the budget hearing. McGeehan moved and Lamar seconded setting the budget hearing for August 14, 2013. Motion carried unanimously.

6. Additional Funding for Legal Services Related to Proposed Legislation – Jeff Jones

Jones explained that there have been many bills affecting urban renewal districts over the last few years. The attorney through the Redevelopment Association of Idaho has assisted in reviewing and commenting on legislation. It will likely be the same next year. Each agency has been asked to contribute toward legal fees. The proposal is a \$250 contribution. If the URA sought legal counsel independently it would be much more expensive. Lamar moved and Sullivan seconded to approve \$250 for legal services. Sullivan confirmed that the URA will have enough total revenue to fall in that category.

McGraw asked if it is part of the URA's mission statement or role to address legislation. Jones said anything that would affect the entity would be appropriate to address. In this case it is having an agency where similar groups get together to share ideas and address legislation. Lamar said it is a freedom of speech issue too. People have a duty to speak up. Jones said there has even been legislation proposed to eliminate urban renewal agencies. Motion to approve the donation carried unanimously.

7. Alturas Update – Jeff Jones

- Private Underground Utility Easement Request / Thompson Development, LLC .
- The Agency Staff Report and recommended motion will be made available prior to the meeting scheduled for April 24, 2013.
- Thompson Development, LLC or their representative(s) will also be in attendance at the meeting to respond to questions.

Jones explained that Thompson Development, LLC has requested a private underground utility easement. He displayed an aerial photo of the property. He explained how the sewer line was proposed and what would normally be required. He showed the location of an existing private easement and explained that a better option would be a public sewer easement and the proposed location of that was displayed. The public easement would be brought back to the Board after the official document is prepared. There was discussion about abandoning the private sewer easement and how the transition would be handled. Jones said the Public Works Department thinks this is a good solution as well. There was discussion about the size of the line. McCabe asked if the line would go out to Mountain View. There was further discussion.

Susan Wilson, 208 S. Main Street, said they are in the same situation they were in when the first private easement was done. If the URA had done what would normally be required for sewer installation to the boundary line then they would not be in this situation. They fill the public sewer easement is a good solution as well. Palmer discussed the reason the sewer was handled the way it was. Jones explained why the proposal solves several problems. There was further discussion. Hammond discussed the contours of the property and how it affects the sewer line.

McCabe recused himself from voting. Sullivan moved to direct staff to direct staff to prepare a Grant of Easement between the Agency and Thompson Development, LLC, authorizing the use of a 20.00' foot wide underground public utility easement for the construction and future maintenance of a sanitary sewer across a portion of Lots 2 and 3, Block 2, in Alturas Technology Park Phase II (Exhibit 1); and, that such approval is to be subject to the abandonment of the existing private sewer easement across Lot 3, Block 2. Lamar seconded the motion. Roll Call Vote: Ayes: 5. Nays: None. Abstentions: McCabe.

Scott moved to direct staff to present a report to the Board of Commissioners for final approval of the easement deed. McGeehan seconded the motion. Roll Call Vote: Ayes: 5. Nays: None. Abstentions: McCabe.

Jones explained that the sewer line has not been extended to Mountain View. He proposed extending the sewer to Mountain View prior to closing the District. The money has been budgeted for some time. There was some discussion about development possibilities on the other side of Mountain View and what this line could serve. Lamar said he would rather give the money to the City to hold when until a project is done requiring the sewer so the street would not be torn up. Jones said the money has been there and it will only cost more to do later. There was further discussion. Jones mentioned the possibility of installing ADA ramps in Alturas and suggested that those be done with the sewer project if it is approved. Lamar moved to extend the sewer across Mountain View and it was seconded by McGeehan. Scott called for the question. Roll Call Vote: Ayes: 5. Nays: None. Abstentions: McCabe.

Lamar moved to fix the ADA curb drops including repair on the path between two properties on the west end. Scott seconded the motion. There was discussion about path repairs and Jones said if there are any issues he will bring it back to the Board. Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None. Motion carried.

8. Legacy Crossing Update – Jeff Jones

Jones said staff is still waiting to hear whether a grant has been obtained for clean-up of the 6th and Jackson Property. The railroad property has been added and he is trying to get the Crites Seed property as well. He gave an update on properties utilizing the EPA grant and there was some discussion.

Adjournment – The meeting adjourned at 8:17 a.m.