



Jerome County Urban Renewal Agency MINUTES

300 N Lincoln
Jerome, Idaho 83338

Commissioners:
Marsha Martin-Chair
Roger Morley-Vice Chair

Wendy Robbins-Secretary
TJ McArthur
Steven Huettig

July 11, 2019

Jack Nelsen Conference Room

Present: Marsha Martin, Wendy Robbins, Steven Huettig

Guests: Ryan Armbruster, Elam & Burke; Brent Tolman, Outwest Policy Advisors

Ms. Martin acted as chair and opened the meeting at 1:11 PM.

Minutes – March 7, 2019 minutes were presented. There being no changes, a motion to approve the minutes was made by Chair Martin, 2nd by W Robbins. Motion Passed

Financial Status – the financial status reviewed and with the following bills to be paid:

- Elam& Burke \$200.00
- Outwest Policy Advisors \$333.34
- ABC Agra, LLC \$403.79
- US Bank \$ 5.00

A motion to ratify previously paid see financial Status Report 2019-7-11 bills by Robbins, 2nd by Huettig. Motion Passed. A motion to approve payment of the current bills was made by W Robbins, 2nd by Huettig. Motion passed. Chair Martin reviewed the Year-to-Date budget to actual. Revenues are higher at this point than anticipated at 83% of anticipated, revenues are at 20% of anticipated. Expenditures are in line with the anticipated budget.

FY2020 Annual Budget – Chair Martin opened discussion on the FY2020 budget. Mr. Armbruster reviewed the budgeting process and timeframes to approve the budget. A question regarding the change in the Redevelopment Association of Idaho budget line was asked and addressed. The dues for the Jerome County URA are fixed at \$850 for the next fiscal year. The budget for FY2019 had a projected amount of \$1,318 which upon clarification with RAI, the dues are determined correctly at \$850 for FY2020.

Question related to the high checkbook balance and if the Agency needs to make a payment to the developer out of this amount. Current projections show that the principal amount will most likely not be paid in full to the developer. Suggested to carry the balance forward until the closeout of FY2019 and add to the next meeting agenda and discuss whether to make an additional principal payment at the close of FY2019.

Legislative Update – Mr. Armbruster shared an update of legislative issues and passed out a written report of the major legislative changes that affect public agencies. Most notable was HB217 but there are no anticipated impacts to the Agency. Discussed the Administrative Rules that were not approved by the legislature and thus were presented to the Governor for action and the potential for additional action this winter.

Project Update - Mr. Arlen Crouch and Mr. Blair Crouch from ABC Agra, discussed project updates at the Crossroads development. They have sold several lots to the University of Idaho for the proposed dairy research (CAFÉ) project. This should spur additional growth in the development and generate additional resources to the Agency.

Mr. Arlen Crouch brought up discussion of the terms of the Owner Participation Agreement and a split of revenues, currently 75%/25% also brought up the lack of detailed report of revenues that was addressed in February. Typically had been receiving two checks per year, one in February and one in August, recently have been receiving multiple checks. Mr. Crouch presented a proposal for de-annexing 250 acres from the original Urban Renewal district and to reconsider it for future inclusion a new district.

Mr. Tolman responded to the comment about the detailed report stating he has been working with the County Treasurer and the Assessor to obtain detailed payment reports and assessed values report. At this point those reports have not been received. The commissioners asked Mr. Tolman to see if he can provide such reports for the next meeting.

Mr. Armbruster addressed the issue of de-annexation, the timelines and process to consider such a request. Further discussion of the assessment process, budget process, timing of levy rate determination and how it all impacts the revenues to the Agency and subsequent payments to the developer. Discussion of the assessment report will take place at the next meeting.

Adjourn: Motion to adjourn at 2:0 PM by Martin, 2nd Robbins. Motion passed.

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