

**MINUTES**  
**Urban Renewal Agency of the**  
**City of Mountain Home**  
**RFP Workshop held on**  
**November 18, 2019 5:00PM**  
**and**  
**Monthly Business Meeting held on**  
**November 18, 2019 6:00PM**  
**Meetings were held at the Economic Development Office**

Meeting was called to order at 5:00PM by Commissioner Alain Isaac. Commissioners Randy Valley, Matt Bundy, Hampton Wright, and Alain Isaac present and quorum was established. Commissioner Alan Bermensolo arrived at 5:12PM and took over the meeting.

**Guests:** Ryan Armbruster-Real Estate Attorney  
David Rudeen-Rudeen Architects  
Courtney Lewis-Economic Development  
Taylor Hurley-Economic Development  
Mayor Rich Sykes

**RFP Workshop:** Mr. Armbruster advised this workshop would be a discussion about what is wanted by the commissioners for the HUB building, by demolition of the building or having developers come in and share their view of the property. This is now the time for each commissioner to express their vision and what they would like to see done with the property. The process would be as stated in the last meeting and would be ultimately for the agency to issue a Request for Proposals (RFP) that would be circulated as a requirement and the notice would be published and provide a response in no less than 30 days and typically it is longer than that. Once the proposals are back they would be evaluated. Commissioner Isaac advised to put out a blank slate RFP and is suggesting the highest and best use for building. Mr. Armbruster stated it is best to not be too restrictive to get responses back. Allow enough flexibility for a potential developer to respond to the request and provide what they may think is the best route to go forward. Criteria to look for in a potential buyer or developer would be to see someone who has a track record, financial capacity, and has the ability to carry out whatever project they would propose. We may look to craft the RFP to request something that brings energy and activity at ground floor with complimentary uses on the second floor (Mixed use development). Retain the current building but also the flexibility that if the responding developer felt that keeping the building made no sense that we would accept that. Maybe couple RFP for one or both sites, HUB building and Bealls building. Want to be fair and unbiased when proposals come in. Commissioner Bermensolo wants to see anybody who has a good idea for Mountain Home and not just narrow it to a restaurant, which would mean to widen the RFP. Mr. Rudeen stated the building should incorporate the new HUB project and belong next to it. Bealls building could be added to the RFP as an investment opportunity. Ms. Lewis wants to see traffic driven downtown and increase economic development through job creation, activate outside the typical 9-5 hours, and be the anchor and catalyst. Have jobs, housing, and retail out of this.

Bealls building up for lease on February 1, 2020. If someone in retail is interested under similar lease terms, it may comply with the statutory guidelines. The grander scheme would be for someone to buy the building. If something besides retail is wanting to lease, an RFP would need to be drafted for either building or both. Commissioner Bermensolo wants out of the landlord/tenant relationship. Commissioner Valley requests an appraisal on the Bealls building.

Standard Appraisal (SA) is fair market value appraisal. What is set out in the statute is the Fair Reuse Appraisal (FRA) which is an appraisal which takes into account what conditions or restrictions that an agency has put on the site or building which is not the highest or best use of the property. The FRA is almost substantially less than the SA. This could entice a developer.

Mr. Armbruster suggests a two-pronged RFP for both sites and describe what is wanted. Cast the net as broadly and wide as we can. Have a secondary meeting with developers, property owners, community leaders to see if on the right track.

Mr. Armbruster suggests we craft the guts of the RFP for the HUB and Bealls buildings. This is what we want to see and want your thoughts. Is this the way to go, and if not what way should we go? Goal is to get the two buildings back into active development.

Commissioner Bermensolo wants to know how the second part of the meeting will go. Mr. Armbruster suggests visual arts/visual aids, a narrative on the screen/easel, and see what kind of reaction and opportunity is there. We can advertise in the paper or by invitation.

Commissioner Isaac motions to move into business meeting at 6:00PM. Commissioner Bundy seconds.

**Approve Minutes:** Commissioner Valley makes a motion to accept the minutes from October 21 meeting. Commissioner Isaac seconds. All in favor with "ey." Motion passes. Minutes from June need to be signed. Minutes from June and October need to be put on website.

**Downtown Master Plan Update:** Ahead of schedule. From East Jackson to American Legion pedestrian sidewalk has been poured and cured. This week the decorative will be done and next week blocks three and four will be finished for the sidewalk and asphalt patching up to those today and tomorrow. Landscape will be discussed this week. Hoping to still be done mid-December. Mayor Sykes stated no trees will be put in until spring.

**HUB Plaza Update:** Mr. Rudeen states signage is approved and being developed and put into place. Concrete work yet to do around the base where the pad and slide go as well as the adjacent sidewalk from the deli to the alley. Play equipment is about a week out. The deck in front of the stage was being installed today. Some trees are in. Grates will be in next week. Cabling is being installed for lights and banners. Table and chairs are being housed until ready to install.

Ms. Hurley stated complaints were directed to C2 Construction. Phone just rings. Commissioner Bermensolo will reach out to John Cristobal to get good phone number.

**Treasurer's Report:** Commissioner Bundy makes motion to pay bills as stated below. Commissioner Valley seconds. All commissioners "ey." Motion passes to pay bills.

Cash in First Interstate Bank Checking 10/31/19	13,391.63
Add: 11/07/19 Deposit – Rent	6,469.81
Add: 11/18/19 Transfer From Savings	300,000.00
Subtotal Balance Before Bills	<u>319,861.44</u>

Bills to Pay

Alain Isaac	55.00
C2 Construction 09718-2	237,359.06
C2 Construction	127,379.00
City of Mountain Home	75.40
E Ron Swearingen	900.00
Elam & Burke	1333.25
Green Rose Property Management	128.00
Miracle and Associates	400.00
Rogena Breaux	150.00
Rudeen Architects (Received 11/14/19)	<u>34,610.94</u>
Total Bills to Pay via Enclosed Checks	<u>402,390.65</u>
Intermountain Gas (utilizing credit from tenant deposit)	
Idaho Power (due 10/31/19) -223.39 deducted from 10/31/19 balance	
Republic Services (Due 11/20/19)	40.97
Total Bills to Approve Paid via Bill Pay	<u>40.97</u>
Balance After Bills Approved	<u>44,808.82</u>

**RFP Workshop:** Mr. Armbruster made a motion to authorize the preparation of a draft RFP dealing with the uses and vision the board discussed tonight to use at an upcoming community workshop or open house and to share that with board members and Courtney Lewis for both properties. Commissioner Isaac so moved. Commissioner Bundy seconds. All commissioners vote "ey." Motion passes.

**Discussion/Decision-City request to amend City-URA Downtown MOU, Mayor Sykes:** Asking for \$900,000 instead of 54/46% for Phase 1 of total project as written. This will be additional funds from the URA instead of additional money taken out of street projects from other parts of Mountain Home. All commissioners not opposed to helping the city. They see as the city being responsible and are in favor of seeing improvements being made. Frustrations occur when the clause was there stating \$900,000 or 54/46%. Concern is Phase 2 and Phase 3 with not enough money to complete. URA projects are the HUB and Bealls building. We have the responsibility to the tax payers to spend their money in the right place.

Commissioner Bermensolo states he would like the cost to be with the city to rewrite.  
Commissioner Valley moves to amend the contract to put the total \$900,000 into Phase 1 downtown project and the cost to rewrite the contract will be born by the city. Commissioner Isaac seconds. All commissioners vote "ey." Motion passes.

Commissioner Bermensolo asks for the Mayor to make sure the public knows the URA is a major participant in the downtown project. Ms. Hurley states that they really appreciate and at every turn praise the work the URA does.

**Business from floor:** Commissioner Wright signed signature card at First Interstate. They need to go back and answer 10 questions.

URA Christmas party function meeting will be held on December 16 at 6:00PM.

Commissioner Bermensolo requested from the Mayor for assistance from Ms. Lewis and Ms. Hurley to help with putting together January meeting.

Meeting adjourns at 7:00PM.

Approved: Date: 16 Dec 19

Signed:

*[Handwritten Signature]*

**MINUTES**  
Urban Renewal Agency of the  
City of Mountain Home  
Monthly Business Meeting held on  
December 16, 2019 6:00PM  
Meeting was held at the  
Economic Development Office (150 S 3<sup>rd</sup> E)

Meeting was called to order at 6:00 PM by Commissioner Alan Bermensolo. Commissioners Alain Isaac, Matt Bundy, Randy Valley, and Hampton Wright were present and quorum was established.

**Guests:** John Cristobal  
Courtney Lewis

**Approve Minutes:** Minutes will be emailed to all commissioners and corrections will be emailed directly to Rogena Breaux. Commissioner Valley made a motion to accept minutes from November 18 meeting. Commissioner Bundy seconded. All commissioners vote "ey" to accept minutes and motion passes.

**Update Downtown Master Plan Project:** Traffic control is going to be off the street by the end of the week and done until spring. Preplanning now for Phase 2. Old lamp posts will be repurposed around town. Issues are being handled by the city with Cox, driveway, sidewalk, and planter. Taylor Hurley is leaving as of December 27 and position is posted.

**Hub Plaza Project Update:** Update by John Cristobal. The slide showed up last week. Waiting on the climbing system that goes inside the box for the slide. Electricians are finishing up. Master Electric is working with Cox to get signage up. Stage should be done this week. Bathrooms and pavers are done. John Cristobal does not know about the water. Mr. Cristobal states he is hoping the project is finished by the end of this month. He states balance will be approximately \$110,000. Keying and locks should be left up to Parks and Rec/Tiffany Belt.

**Hub, Bealls Facilities/Workshop/RFPs:** Commissioner Bermensolo suggests tabling this discussion until January's meeting because of new commissioners who may be appointed to Mary Morin's and Commissioner Isaac's seats. Commissioner Valley makes a motion to table the Bealls, HUB building, RFP discussion until January. Commissioner Isaac seconded. All commissioners vote "ey" and motion passes. Ron Swearingen will work with Bealls to make sure utilities are not shut off upon Bealls exiting the premises.

**Treasurer's Report:**

Cash in First Interstate Bank Checking at 11/30/19	417,419.82
Add 12/10/19 Deposit - Rent	5,189.81
12/12/19 Deposit - Rent	1,280.00
12/16/19 Transfer from Savings	<u>75,000.00</u>
Subtotal Balance before bills	<u>498,889.63</u>
 Bills to Pay	
Rogena Breaux	150.00

City of Mountain Home	75.40
City of Mountain Home	464,102.26
Elmore County Tax Collector	14,176.10
E. Ron Swearingen	900.00
Elam Burke	1,551.51
Green Rose Property Management	273.00
Miracle and Associates	400.00
Nu2U Web Design	300.00
Rudeen Architects	<u>3,385.03</u>
Total Bills to Pay via Enclosed Checks	<u>485,313.30</u>

Intermountain Gas (utilizing credit from tenant deposit)	
Idaho Power (due 12/2/19)	177.11
Republic Services (due 12/20/19)	<u>40.97</u>
Total Bills to Approve Paid via Bill Pay	<u>218.08</u>

Balance After Bills Approved 13,358.25

Commissioner Valley makes a motion to transfer 500,000.00 from Wells Fargo to First Interstate Bank to pay bills for January. Commissioner Bundy seconded. All commissioners vote "ey" and motion passes.

Commissioner Bundy makes a motion to approve and pay bills. Commissioner Valley seconded. All commissioners vote "ey" and motion passes.

No business from the floor.

**Executive Session:** Commissioner Isaac motions to move into Executive Session/Personnel, pursuant to Idaho Code 74-206 (A). Commissioner Bundy seconded. Role call vote: Commissioners Bundy, Valley, Isaac, Wright, and Bermensolo.

All, but commissioners, are excused.

Next URA Meeting scheduled for January 21, 2020.

Signed R Valley Dated Jan 21<sup>st</sup>, 2020