

**MINUTES**  
**Urban Renewal Agency of the**  
**City of Mountain Home**  
**Monthly Business Meeting held on**  
**February 18, 2020 6:00PM**  
**Meeting was held at the Economic Development Office**

Meeting was called to order at 6:00 PM by Commissioner/Chairman Randy Valley. Commissioners Matt Bundy, Alan Bermensolo, Skylar Jett, and Hampton Wright were present and quorum was established. Commissioner Bundy had to leave at 6:30PM for another meeting.

**Guests:** Mayor Rich Sykes  
 Courtney Lewis  
 John Cristobal

**Approve Minutes:** Commissioner Bermensolo made a motion to approve the minutes from the January 21 meeting. Commissioner Bundy seconded. All commissioners vote AYE and motion passes.

**Treasurer's Report/Approve Invoices:** Commissioner Bermensolo gave the Treasurer's Report as follows. Commissioner Bundy made a motion to pay the bills as listed. Commissioner Wright seconded. All commissioners vote AYE. Motion passes.

Cash in First Interstate Bank Checking on 1/31/2020	40,299.27
Add 2/13/20 Property Taxes	794.57
Add 2/14/20 Rent-HUB Properties	<u>1280.00</u>
Subtotal Balance Before Bills	<u>42,373.84</u>
<b>Bills to Pay</b>	
E Ron Swearingen	900.00
Green Rose Property Management	676.90
Miracle and Associates	400.00
Elam & Burke	40.00
Rogena Breaux	150.00
Ytuarte Concrete, Inc.	<u>24,600.00</u>
<b>Total Bills to Pay Via Enclosed Checks</b>	<u><b>26,766.90</b></u>
Intermountain Gas (due 2/3/20-deducted 2/5/20)	303.31
Idaho Power (due 1/30/20-deducted 1/31/20)	-94.86
Republic Services (due 1/22/20) -	41.67
Intermountain Gas (due 2/21/20)	130.19
Idaho Power (due 2/18/20)	56.33
Republic Services (due 2/20/20)	<u>41.67</u>
<b>Total Bills to Approve Paid via Bill Pay</b>	<u><b>531.50</b></u>
<b>Balance After Bills Approved</b>	<u><b>15,075.44</b></u>

**Appoint third person on Bank Accounts:** Commissioner Bundy made a motion that Skylar Jett be able to sign checks and move money from Wells Fargo. Commissioner Bermensolo seconded. All commissioners vote AYE. Motion passes.

**Update Downtown Master Plan Project:** Wrapped up the financial portion of Phase 1. It came in \$36,000 under budget. The total was \$1.386 million for Phase 1. Working on Phase 2. They have 80% of the engineering done. Ran into a grading issue. Starting electrical engineering in the next day or two for the traffic light and power box on the corner of 2<sup>nd</sup> and American Legion. ITD found money to pay for the box. Trees started going in today for Phase 1. Plants are on hold. A grant has been applied for the pots. Traffic control will begin to be underway soon. URA will receive final bill for approximately \$347,000 from the city.

**Update on HUB Plaza:** John Cristobal stated parking spot striping was finished. There are at least 12 spots. He was assured by the people in Canada that assembly of the net will be done this week and it will be shipped this week. The festoon lighting was originally \$8083. Rudeen gave more clarification on this. The original system had a converter on it, but John reached out to Dave at Master Electric and found another option for \$1406. Would be under budget by \$1800 to utilize this lighting with all factors in place. This lighting is easier to manage, and Parks and Rec would be able to handle them with just a switch. Discussion was made about putting lights on timer or photocell. Commissioner Bermensolo made a motion to okay the Master Electric festoon lighting proposal. Commissioner Bundy seconded. All commissioners vote AYE. Motion passes. John advised power bills need to be converted over to city. Courtney will advise Judy of this. The grand opening will happen once the nets are installed.

**Business request:** Courtney asked if the Bealls parking lot could be used during construction. GUHO may put up signage stating temporary parking allowing people to use it.

**Discussion/Decision-Long Term Lease for New Owners of Snake River Vape:** Current owners are selling. The new owners have asked for a letter for release of liability for any damage done to building by previous owners. Snake River Vape was on month to month lease because they were not sure of their future. New owners want long term lease. Commissioner Bermensolo has template of lease for Becky Garvey to use for long term lease for new Snake River Vape tenants. Lease will be for one or two years with options after that. Commissioner Bermensolo made a motion to allow the chairman to negotiate a long-term lease with the new owners of Snake River Vape and bring the lease back to the URA for approval. Commissioner Jett seconded. All commissioners vote AYE. Motion passes.

**Discussion/Decision-Christmas Decorations for HUB Plaza:** Mayor Sykes said City will take care of the expense for Christmas decorations. Item was removed from agenda.

**Discussion/Decision-HUB and Bealls' Facilities, Workshop, RFP:** Lockboxes have been installed for fire department. Courtney advised a franchise restaurant may be interested in leasing the Beall's building. Discussion needs to be had with Ryan Armbruster if someone wants to lease the building to make sure public law is not being violated. Courtney is looking for options for the franchise and will pass on a message to them. Commissioner Bermensolo made a motion to renew discussions regarding the Bealls and HUB facilities workshop RFP and bring Ryan Armbruster into the March meeting. Commissioner Wright seconded. All commissioners vote AYE. Motion passes. Ryan had suggested a townhall meeting to invite realtors and developers to generate interest. Commissioner Valley will contact him.

Business from the Floor: Bucks changed locks at Bealls building. Stage Stores did not leave the keys. Security system is turned off. Heat turned down to 60 degrees.

Next meeting is scheduled for March 23rd, 2020 at 6:00PM.

Commissioner Jett motions to adjourn meeting. Commissioner Wright seconded. All commissioner vote AYE. Motion passes.

Signed R Valley Date 3/23/2020