**Rexburg Redevelopment Agency**

**Meeting Minutes - February 5, 2014**

**Rexburg, Idaho**

President Bill Riggins called the meeting to order at 12:05pm. Those members in attendance were Bill Riggins, Joseph West, Jerry Merrill, Rex Erickson, Marsha Bjorn, and Rich Ballou. Richard Horner, Terry Butikofer, and Metayia Togo were in attendance providing administrative support, and Steven Frei and Kelly McKamey along with other guests were also in attendance.

**Approval of Dec. 13, 2013 Meeting Minutes**

President Riggins asked if there were any changes that needed to be made to the minutes from the December 13th meeting. Joseph West and President Riggins mentioned a few corrections to the minutes. Jerry Merrill motioned to approve the minutes as corrected, Joseph West seconded the motion. Motion carried. The minutes have been subsequently corrected.

**Request for Consideration of Assistance**

President Riggins then asked Tom Mannschreck from the Northwest Integrity Housing Company to address the agency and make a presentation concerning an affordable housing project for senior citizens that they would like to do in the urban renewal area.

Tom started with a brief introduction about Northwest Integrity and that they are a non-profit company designed to provide senior citizens (62 and older) with low income housing. He referred back to the last meeting he had with the Rexburg redevelopment agency on August 13, 2013 and some of the items discussed during that meeting. Mr. Mannschreck mentioned that a driveway into their facility will meet their needs, but that his company would like to construct a full (68ft long) road way to balance the subdivision and help foster further economic development. Mr. Mannschreck indicated that he was looking for assistance from the agency to build the road. He indicated that participation in the project by an Urban Renewal Agency adds strength to his company’s application for funding with federal agencies.

Richard Horner, Jerry Merrill, and Rex Erickson expressed their concerns about the request. Rex mentioned that the road would benefit the landowners more than the public and therefore he felt the developers should be the ones to pay for the additional infrastructure.

President Riggins asked Richard to explain how the Urban Renewal Agency has helped other local companies build similar infrastructures in the past. Richard explained that the agency normally does not help developers develop private property, but have incentivized developers to build by providing them with assistance with extraordinary costs that may be required by zoning ordinances or would help the City provide public infrastructure that would encourage development throughout an area. Richard gave some examples of situations where they did help businesses develop public infrastructure near there developments. He talked about the Marriot project, Hemming Village, and the McDonalds project and the agreements that were made to assist them and to benefit the public.

Rex asked Mr. Mannschreck if he has considered other ways to finance the roadway. He responded that he has not considered other types of funding but mentioned that the road that they are building would probably not qualify for other loan sources. Idaho Housing has asked Integrity Housing to pursue local funding due to Idaho Housing budget restraints, and that is why Mr. Mannschreck is meeting with the agency to pursue local funding opportunities.

The agency then discussed the possibility of only assisting with the project to the extent that the agency would help pay for the over sizing of utility piping required by the City to develop the project and property.

The agency then discussed their support for the project and Rex Erickson suggested that the agency could possibly write a letter in support of the project to Idaho Housing that would place Northwest Integrity Housing’s affordable senior housing project in a more favorable position to receive funding.

President Riggins suggested a letter from the agency in support of the project and indicating that the agency would help pay for oversized utility lines. President Riggins asked Mr. Mannschreck if such commitment would be sufficient to get funding for the project. Mr. Mannschreck suggested that this probably would not be enough, and asked about other assistance that may be given.

Jerry Merrill suggested that the agency look into helping with the over sized lines and pay for half of the road but get the money back somehow so they are facilitating the project, but not losing the use of the funds forever. Richard said if they were to do that it would come out of property tax so they would get paid back in installments over the tax years. President Riggings talked about the project with Wal-mart and how they paid for half of the road. He indicated that paying for half of the road in this project and over sizing utility lines could be a consideration and would help a smaller developer that is trying to provide for a group in the community that needs specific assistance.

The members discussed the issue at some length. Following the discussion Rex Erickson made a motion to support the affordable senior housing project by agreeing to provide up to $200,000.00 to pay for the difference between normal and oversized utility lines that may be required or suggested by the City to aid development of the area. The motion also included the notion to provide a letter and pass a resolution of support to aid the company in receiving the agency funds. Joseph West seconded the motion. The motion carried.

**Property Transfer**

Richard Horner asked for approval from the agency to sign three quit claim deeds that would transfer property located near the pool to City ownership. Richard showed the properties to the members on the maps provided and shared brief information about the properties. There was some discussion, and then Jerry Merrill made a motion to give President Riggens the authority to sign the quit claim deeds and transfer all properties and improvements to the City of Rexburg. Joseph West seconded the motion. The motion was approved and the property will be transferred.

**Discussion on Road Widening Project**

Richard moved to the next item of discussion and began to speak about widening 1st North 2nd West Street that runs past BMC West and the granaries belonging to Steiner elevators as an urban renewal project. Everyone agreed it would be a great improvement to the city and businesses along that street. There was talk about the need to remove two homes for proper road widening and construction on the bend in the road, and the possible removal of grain silos that would provide more room for the improvements.

Richard Horner discussed approaching Steiner Elevators to help them understand possible solutions including relocating the granaries and the possibility of offering to help them with this relocation. President Riggins made a few comments and everyone agreed to think about and discuss this project at future meetings.

**New Plan Area Update**

The progress of the new plan area was discussed and the agency members were able to examine the current eligibility report maps. Richard discussed possible area improvements that could be included in the new plan including the development of new roadways that could benefit a great number of individuals and properties. Discussion of projects within the new plan area will also continue.

**Other Business**

Terry reminded the members of a letter of support to the fire station from the Agency on a block grant application, and indicated that the fire district has been invited to submit an addendum to their funding application which places them that much closer to funding. Terry reminded the board that the urban renewal area plan needs to be amended before the agency can provide actual assistance in the form of cash match. Terry mentioned that this amendment process will take some time and cost some money. There was some discussion about costs and regulations. The agency then reaffirmed their support of that project and expressed their desire to continue with the amendment process to allow them to not only support the fire station project but perhaps assist with other publicly owned buildings in the future. Ryan Armbruster is working on the amendment and will line out the activities that need to occur to amend the plan.

The agency discussed the next meeting date and the meeting date has been scheduled for February 26,2014 at 12:00 noon.

There was some also some discussion from the guests about creating a more public forum for notification of meetings and the posting of meeting minutes. Various ideas were raised and the agency members were asked to be prepared to discuss the issue at future meetings.

**Adjournment**

President Riggins offered a motion to adjourn. Moved by Joseph West and seconded by Rex Erickson. The meeting was adjourned.

Minutes prepared and submitted by Metayia Togo

Approve and accepted by Bill Riggens