Call meeting to order

Minutes

Approve minutes of the September 17, 2019 Meeting – Action Item

MOTION: Commissioner Haverfield moved to accept the minutes.

Commissioner Bruner seconded. Motion passed unanimously.

Agenda Items

Staff Communications – Robyn Sellers

- Certificate of Completion - Staff has met with Reid Olsen and provided him with examples of the documents required to issue the Certificate of Completion. He anticipates being able to have documents prepared and submitting in late October.
- Arbitrage Report – Arbitrage has been completed and submitted for 2010 Series bonds. 2013 Series does not require reporting until 2023.
- North Nampa Meeting – Chairman Bills and staff met with North Nampa property owners to discuss extending infrastructure out to their properties. The property owners seemed receptive and staff will move forward with communicating about an annexation option.
- Karcher Mall – staff reported that the developer anticipates demolition beginning in the next week.
- Parking Garage Hardware – It has been brought to the attention of staff that our parking garage hardware is not compliant with new “chip”. Staff is hardware. Staff is working to get a bid to upgrade the hardware.

New Business

1. Accounting Services Contract – Action Item – Robyn Sellers
Douglas Racine, City Finance Director, presented the option of the City taking over the accounting and migrating it into their current Tyler system. It is possible in the current system but it would not be possible to begin working on the project until January. Commissioner Bills and staff met with Bailey Company about taking over the account. Bailey works with other urban renewal agencies and is familiar with public entity accounting. Beth gave history on why the City decided to move away from doing
accounting in house.

MOTION: Commissioner Haverfield moved to allow staff to move forward with discussing the transfer of the NDC financials with Bailey. Commissioner Bruner seconded the motion. Motion passed unanimously.

MOTION: Commissioner Haverfield moved to authorize NDC to accept the $1500 per month proposal for up to two months with Nichols Accounting to allow the transfer of the bookkeeping services. Commissioner Dina seconded. Motion passed unanimously.

2. Update of Sewer Design and Light Timing- Action Item- Engineering Department Caleb gave an update on the current projects Engineering is working on for NDC. Daniel is working on a scope of work to examine the signal timing and working with Parametrics about the project. They are also working on the estimate for the North Nampa infrastructure. The sewer line is coming in at 3.5-4.5 million dollars based on the soil, depth and the roadway reconstruction required because of the site.

3. Authorize Chair to sign Consent and Acceptance of Assignment from Mercy Creek Limited Partnership to Mercy Creek Associates, LLC – Action Item – Robyn Sellers

MOTION: Commissioner Haverfield moved to authorize chair to sign the Consent and Assignment Agreement. Commissioner Bruner seconded. Motion passed unanimously.

4. Approval of Audit Contract with Eide Bailey- Action Item -Robyn Sellers

NDC’s audit is planned for November 25-27.

MOTION: Commissioner Bruner moved to authorize chair to sign the audit contract with Eide Bailey, not to exceed $10,000. Commissioner Haverfield seconded. Motion passed unanimously.

5. Finance Report and Payables – Action Item – Morgan Treasure

Staff talked about the increase in the Redevelopment Association of Idaho membership with the changes in the legislature. It is not required.

MOTION: Commissioner Haverfield moved to accept the finance report and payables excluding the Redevelopment Association dues. Commissioner Bruner seconded. Motion passed unanimously.
Adjourn- Action Item

MOTION: Commissioner Haverfield moved to adjourn the meeting.

Commissioner Bruner seconded. Motion passed unanimously.

Approved this ___ day of __________, 2019

Chairman

ATTEST: ____________________________

Secretary