



# Jerome County Urban Renewal Agency Meeting

## AGENDA

11:00 a.m.

Jack Nelson Conference Room  
300 North Lincoln Jerome, Idaho 83338

Agency Members: Marsha Martin-Chair, Steven Huettig-Vice Chair, Wendy Robbins- Sec., Roger Morley, Carl Montgomery

**March 9, 2023**

Type of Meeting: **Regular**

Agenda Topics: Call to Order

**Modification of Agenda**, if any (by Motion) No action may be take on items added to the Agenda unless declared as an emergency item, stating the nature of the emergency requiring immediate action by the Agency

### **FY2022 ANNUAL REPORT – ACTION ITEM**

- a. Review annual report
- b. Public Comment Meeting

**Proposed Action:** *Approve Resolution 2023-1 the 2022 Annual Report resolution approving the 2022 Annual Report and instruct consultant to file the report with the County Clerk and State Controller's office as required and to publish legal notice of such filing*

### **Repayment to County – ACTION ITEM**

- a. Update on discussion with County Commissioners
- b. Review proposed MOU with the County

**Proposed Action:** *approve Resolution 2023-2 approving the Memorandum of Understanding between the Agency and the County Commissioners for repayment of Agency startup costs, authorizing the chair to sign the MOU, and instructing Agency consultant to present to County Commissioners for approval.*

### **FY2022 Audit – ACTION ITEM**

- a. Management Representation Letter – **Proposed Action** – *Authorize the Chair, Secretary and Consultant to sign the Management Representation Letter and to provide to the auditor*
- b. Audit Presentation – Laurie Harberd
  - a. Governance Letter
  - b. Discussion by board

**Proposed Action:** *accept the audit and instruct consultant to file the Audit and the Annual Report with the State Controller's office as required*

### **Travel Policy – ACTION ITEM**

- a. Discuss proposed mileage reimbursement policy
- b. Set terms of policy

**Proposed Action:** *Approve Resolution 2023-3 adopting the Mileage Reimbursement Policy for the Agency and establishing an effective date*

### **Minutes Review minutes of February 9, 2023 meeting - ACTION ITEM**

- a. Discuss\approve previous meetings minutes

### **Financial Report - ACTION ITEM**

- a. Bills to be paid\ratified

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b. Review Financial Status Report

***Proposed action:*** *Accept the Financial Report and authorize payment of bills as presented*

#### Project Updates

- a. North Bridge Junction
- b. Crossroads

#### Legislative Updates –

- a. 2023 Legislative Session

#### New Business (if any)

- a. Letter from Elam & Burke
- b. Next regular meeting July 13, 2023 11:00 AM

#### Adjourn