Lewiston Urban Renewal Agency
REGULAR MEETING AGENDA
March 12, 2024 - 12:00 PM
Lewiston City Hall – Back Conference Room – 1134 F Street
Lewiston, Idaho 83501

Seating will be available on a first-come, first-served basis. All others who wish to observe this meeting may watch and listen to the livestream on their own device(s) by visiting the City of Lewiston's website at cityoflewiston.org.

I. CALL TO ORDER

II. CITIZEN COMMENTS

An opportunity for citizens to address the Agency. Citizens are asked to limit their time to three (3) minutes each. Comments and questions can be made by: 1) attending in-person; 2) emailing comments and questions prior to the start of the meeting to sgrow@cityoflewiston.org or dortiz@cityoflewiston.org; 3) mailing written comments prior to the start of the meeting to Shannon Grow, PO Box 617, Lewiston ID 83501; or 4) calling 208-746-1318 x 7265 and leaving a message. Your comments will then be forwarded to the Agency.

III. CORRECTIONS OR ADDITIONS TO AGENDA - Action Item

IV. IV. PUBLIC HEARING – 2023 URA ANNUAL REPORT

V. ACTIVE AGENDA

A. APPROVAL OF MINUTES, FEBRUARY 13, 2024 – ACTION ITEM

B. APPROVAL OF INVOICES – ACTION ITEM

1. **CITY OF LEWISTON, ADMINISTRATIVE SERVICES 1ST HALF, $15,118.75:** - Action Item
2. **O'SULLIVAN LEGAL PLLC, LEGAL SERVICES, FEB 2024 $397.50:** - Action Item
3. **ICRMP, ½ 23-24 PREMIUM, $1,086.00:** - Action Item

C. REVIEW OF FINANCIAL SUMMARY – INFORMATION ITEM

1. **FEBRUARY, 2024:** - Presentation

D. PRESENTATION OF ANNUAL AUDIT FY2023, PRESNELL GAGE – ACTION ITEM

E. APPROVAL OF ANNUAL AUDIT FY2023 – ACTION ITEM

F. ADOPTION OF ANNUAL REPORT 2023 – ACTION ITEM

VI. UNFINISHED & NEW BUSINESS

A. MAIN/EAST MAIN RAA #4 - FUTURE DIRECTION OF MAIN/EAST MAIN RAA #4 - ACTION ITEM

B. DOWNTOWN RAA#7: UPDATE

C. EAST ORCHARDS SEWER RAA #5: UPDATE

D. BRYDEN RAA #6: UPDATE

E. BOARD MEMBER COMMENTS

F. STAFF COMMENTS

VII. ADJOURNMENT - Action Item - Action Item

The City of Lewiston is committed to providing access and reasonable accommodation in its services, programs, and activities and encourages qualified persons with disabilities to participate. If you anticipate needing any type of accommodation or have questions about the physical access provided at this meeting, please contact Community Development Specialist Dawn Ortiz at least forty-eight (48) hours in advance of the meeting at 208-746-1318, ext. 7265.

February 13, 2024

THE URBAN RENEWAL AGENCY BOARD OF THE CITY OF LEWISTON, IDAHO, met in a regular meeting Tuesday, February 13, 2024, at Lewiston City Hall. Chairperson Sheila Bond called the meeting to order at 12:01 p.m.

I. CALL TO ORDER

BOARD MEMBERS PRESENT: Sheila Bond, Chairperson; Joe Gish, Vice Chairperson; Don Beck; Jim Kleeburg; A.L. "Butch" Alford; Tim Switzer; Joe Anderson; Jessica Klein, Council Alternate;

BOARD MEMBERS EXCUSED: None

STAFF MEMBERS PRESENT: Shannon Grow, URA Director; Katie Hollingshead, Assistant URA Director; Aaron Butler, IT; Luke Antonich, City Engineer; Aimee Gordon, City Treasurer

OTHERS PRESENT: Thad O'Sullivan, URA Legal Counsel; Ryan Rehder, Merrick & Company;

II. CITIZEN COMMENTS

Luke Antonich, City Engineer, shared that City Council would soon be approving the Capital Improvement Plan (CIP) for 2024, which sets the marching order for staff in regards to projects. One of those projects is the main street corridor project and a request for qualifications (RFQ) has been advertised and city staff is reviewing the submitted proposals. This project may potentially tie in with the Downtown Revenue Allocation Area and be of interest to the URA. Once a proposal has been selected there will potentially be a bond election to fund the project.

III. CORRECTIONS OR ADDITIONS TO AGENDA

None.

IV. ACTIVE AGENDA (ACTIVE ITEM)

A. Approval of Minutes, January 9, 2024 – Action Item

B. Approval of Invoices

1. Elam & Burke, $750.00
2. O'Sullivan Legal PLLC, $265.00

Board member's Alford and Gish moved and seconded, respectively, to approve the minutes and invoices. Motion passed 7-0.

C. Review of Financial Summary

Director Grow reviewed both the December 2023 and January 2024 financial summaries. Board member Gish asked about the large increase in revenue between the December and January summaries. Director Grow stated that January and July will have larger jumps in the dollar amount because tax assessments are due in December and June. Board member Gish stated he thought the commercial corridor downtown would generate more revenue. Director Grow stated that illustrates the split of taxes between commercial and residential properties due to the way Idaho State has allocated tax assessments between commercial and residential properties. Director Grow also let the board know that the February summary will include the transfer of funds to the Idaho State investment pool because that transfer was made on February 5, 2024.

D. Revenue of Draft 2023 Annual Report

Director Grow explained to the board that the draft plan is usually reviewed in February and then a final report is voted on at the March meeting. The state requires that the annual report be approved and published by March 31 each year. Director Grow then reviewed the guidance provided by the state for the items that are required to be included in the report and walked the board through the assessed values, work focus for the 2024 fiscal year, work completed in fiscal year 2023, URA Investments over all districts both open and closed, URA expenditures by Revenue Allocation Area, summary of expenses and assets, annual budget and fiscal year summary for 2023, budget for fiscal year 2024, maps for the four existing Revenue Allocation Area and then sample tax bill for a property owner in a Revenue Allocation Area.

Board member Gish asked about the agency objectives listed in the report and stated that he didn't see much of an intersection between the objectives listed in the report and those listed in state code. He asked if the objectives could be something that was measurable.

Director Grow stated that she could look to see where the language came from and if it was covering the URA Plan as a whole instead of state code, but it could be something that could be changed.

Board member Gish also asked about the nitrate studies that were done as part of the East Orchards Sewer Plan and if that could be mentioned in the report. He also asked if there was a plan to continue measuring the nitrates to show a reduction or an improvement to the water quality.

Director Grow stated that she could reach out to DEQ to find out if they do continuous monitoring or if additional studies have been done.

Chair Bond asked about the approval of the report. Director Grow stated that she would make any requested changes from the board and then bring the final draft back. Director Grow stated that normally a public hearing is advertised and public comment is solicited, but that in the past, no public comment has been received. Director Grow asked the board if they wanted to continue to advertise the approval of the report in the paper as it is not a state requirement. Board member Alford stated he thought it was good for transparency. Chair Bond stated she thought they should continue with the advertisement. Board member Gish stated he thought the report was a really good summary.

V. <u>UNFINISHED AND NEW BUISNESS</u>

A. Approval of Rock Boring Study with Merrick & Company, $85,500.

Assistant Director Hollingshead reminded the board that at a previous meeting the board had decided to move forward with performing a rock boring study on all remaining segments of the East Orchards Sewer and the contract in front of the board is for that work. Assistant Director Hollingshead introduced Luke Antonich, City Engineer and Ryan Rehder from Merrick & Company as being available to answer any questions. Board member Gish asked what the benefit of doing the rock boring study would provide. Mr. Rehder presented that identifying rock depth along all segments can help the board make decisions in moving forward with which segments can be built and could possibly eliminate spending money on designing segments that cannot be built because of the presence of rock. With each segment design, rock boring is done regardless, just on a segment by segment basis, so doing all the segments together will eliminate doing that segment by segment. Board member Alford asked if Merrick & Company had done the rock boring for previous segments of the EOS project. Mr. Rehder stated yes, Merrick & Company has been involved in the design of all the previously installed segments. Chair Bond asked about some of the contract language. Director Grow stated that the contract is actually between Merrick & Company and the City, so the board is just approving that they are willing to partner with the City and pay the $85,500.00 for the study.

Board members Anderson and Switzer moved and seconded to approve the expense of $85,500.00. Motion passed 7-0.

B. Main/East Main RAA #4:

Director Grow let the board know that after discussing with Megan from Elam & Burke and legal counsel Thad O'Sullivan the proposal from Wallowa River Properties for single family dwellings would not work for a URA project as the project is not identified in the Main/East Main RAA #4 plan. In speaking with Wallowa River Properties they would be willing to look at other development possibilities and are interested in a feasibility study either in partnership with the URA or the City. Wallowa River Properties is scheduled to meet with the Water Manager for the City tomorrow (2/14/24) to discuss. Director Grow said that she would stay in communication with Wallowa River Properties as discussions continue with the City.

Director Grow reminded the board that they had decided during the summer of 2023 that they would revisit the Main/East Main Revenue Allocation Area in March of 2024 and decide if the board wanted to keep the RAA open or close the RAA. Director Grow reviewed the two remaining projects identified in the Main/East Main plan. Board member Gish asked about closing the existing RAA and then opening a new RAA in the same area, could the previous increment history be used to support bond funding. Director Grow said that usually when a new RAA is established it will not be the exact same boundaries as a previous RAA in the same area, a feasibility study would help to determine the area of the new RAA, but that the previous increment history could possibly be helpful in determining the amount of money that could be accrued for projects. Director Grow reminded the board that the reason the board is reviewing the Main/East Main RAA in March is to provide enough time for staff to complete all the necessary steps for the closure by the fourth Monday in July.

C. Downtown RAA #7 - Director Grow stated there was no update. The city has not heard back from Twin City Foods. Director Grow stated that she would be putting the Downtown RAA #7 on a future agenda so that the board can revisit the plan and the projects within the plan, much like the board has done with the other RAA's.

Board member Gish asked if the City had received the DEQ report it had been waiting for.

Director Grow stated the DEQ assessment had not been received yet.

Board member Kleeburg told the board that because of that DEQ assessment, it makes sense for the City to purchase the property because the City can access grant money to do any clean up, brown field or otherwise, that might be required. A private owner would not be able to access those same grant funds.
Director Grow stated that regardless of the City purchasing the property or not, the board still needs to review the plan and the projects within it. Like Mr. Antonich previously shared, the City is ramping up to do work in the downtown corridor.

Board member Gish told the board that he had created a facebook page called Joe Gish on URA and that the Chair of the Planning & Zoning Commission had asked a number of good questions and generated good discussion.

D. East Orchards Sewer #5 –
Assistant Director Hollingshead shared that she and Board member Gish had been able to get together and put together information for Board member Gish to generate a value chart using base values and some assumptions regarding increased density and increased property values and taxes. Assistant Director Hollingshead passed out a copy of the value chart to the board and Board member Gish explained how the chart worked.

E. Board Member Comments -
Board member Kleeburg said that in response to Board member Gish's value chart and the idea that people could split their one acre lots into four lots if sewer is available, that the rural nature of the east orchards is the reason many people move out there, they don't want to have their neighbors close.

F. Staff Comments
Ryan Rehder from Merrick & Company asked if he could provide an additional update to the East Orchards Sewer discussion. The board had approved the design of Segment 7 to be completed and it is to the point where construction estimates are the next step. With Segment 7 being nearly complete, then there will be 5 segments fully designed and waiting for construction. Mr. Rehder said that his understanding was that the board needed to wait for enough funds to accumulate to move forward, but that he wanted to make the board aware of where Merrick & Company stands currently with the project.
Director Grow said that the current balance in East Orchard Sewer is approximately one million dollars to go towards the project. The segments 17, 18, and 19 have construction estimates of $1.37 million from August of 2023. Based on those numbers you could bid out segment 17 and 18 and maybe ask for segment 19 as a bid alternative. Director Grow said that she would need to go over the numbers for administrative costs and bond payment with Aimee Gordon, City Treasurer to be able to give the board a better idea of how much would be available. Director Grow said that she could bring that information back to the board at the next meeting as an action item for the board to further discuss and possibly vote on.

VI. <u>ADJOURN (ACTION ITEM)</u>

There being no further business, Board members Switzer and Gish moved and seconded, respectively, to adjourn. The motion carried 7-0 and the Urban Renewal Agency Board adjourned at approximately 1:19 p.m.

RESPECTFULLY SUBMITTED,	ATTEST:
___________________________	___________________________________
KATIE HOLLINGSHEAD, RECORDING SECRETARY	URBAN RENEWAL AGENCY CHAIR

Approved this _____ day of ________________, 2024.

CITY OF LEWISTON
CITY HALL
1134 F STREET
PO BOX 617
LEWISTON, ID 83501

INVOICE

Customer Copy

CUSTOMER	INVOICE DATE	INVOICE NUMBER	AMOUNT PAID	DUE DATE	INVOICE TOTAL DUE
URBAN RENEWAL AGENCY	02/01/2024	6173	$0.00	**02/01/2024**	**$15,118.75**

DESCRIPTION	QUANTITY	PRICE	UOM	ORIGINAL BILL	ADJUSTED	PAID	AMOUNT DUE
ADMINISTRATIVE FEES - 1ST HALF OCT 2023 - MAR 2024	1	$15,118.75	EACH	$15,118.75	$0.00	$0.00	$15,118.75

Invoice Total: $15,118.75

URA ADMINISTRATIVE FEES

DETACH AND RETURN THE PORTION BELOW WITH YOUR PAYMENT

Promptly Send Payment To:

CITY OF LEWISTON
CITY HALL
1134 F STREET
PO BOX 617
LEWISTON, ID 83501

INVOICE

Remit Portion

Invoice Date	**02/01/2024**
Invoice Number	**6173**
Customer Number	**1957**
Amount Paid	**$0.00**
Due Date	02/01/2024
Invoice Total Due	**$15,118.75**
Payment Terms	Due Upon Receipt

1957
URBAN RENEWAL AGENCY
PO BOX 617
LEWISTON, ID 83501

Please write your Account Number on your check and enclose this portion of the bill with your payment.
Make checks payable to: City of Lewiston ID

O'Sullivan Legal PLLC

PO Box 8027
3120 S Grand Blvd
Spokane, 99203

PHONE: 5094344547

INVOICE

INVOICE NUMBER: 215
INVOICE DATE: MARCH 01, 2024

City of Lewiston URA
215 D Street
Lewiston, ID 83501

DATE	PROJECT	DESCRIPTION	HOURS	RATE	AMOUNT
FEB-12-24	General Legal	Correspond with client	0.10	$265.00	$26.50
FEB-13-24	General Legal	Review documents; prepare for and attend meeting	1.40	$265.00	$371.00
		Total amount of this invoice			$397.50

ACCOUNT INFORMATION	
Prior account balance as of FEB-02-2024	$265.00
Payment FEB-19-2024 - Check 1524	($265.00)
Invoice 215 MAR-01-2024	$397.50
Current account balance	$397.50

AMOUNT DUE: $397.50

ICRMP
Member Owned, Member Driven

Idaho Counties Risk Management Program
3100 S Vista Ave., Ste. 300
Boise, ID 83705

Member Billing Contact:

Shannon Grow
Lewiston Urban Renewal Agency
PO Box 617
Lewiston, ID 83501

Invoice Date: 3/1/2024
Invoice Number: 18038 - 2024 - 2
Policy Period: 10-1-23 to 9-30-24
Policy Number: 43A18038100123

Insurance Billing

DESCRIPTION	
23-24 Policy Year Annual Premium:	$2,172.00
Paid to Date:	$1,086.00
Balance Due:	$1,086.00

For proper application, please do not combine other payments with your premium remittance.

Please Detach and Submit with Payment

ICRMP
Member Owned, Member Driven

Member:
Lewiston Urban Renewal Agency
PO Box 617
Lewiston, ID 83501

Make Checks Payable to:
ICRMP
PO Box 15116
Boise, ID 83715

Invoice Date:	3/1/2024
Invoice Number:	18038 - 2024 - 2
Due Date:	4/15/2024
Balance Due:	**$1,086.00**
Amount Paid:	

Write Amount Paid Here

Address Corrections? Please make changes on the back of this form and enclose with your payment.

City of Lewiston
Urban Renewal Agency
2023 Annual Report

Final draft for approval
3/12/24

TABLE OF CONTENTS

2023 ANNUAL REPORT OF THE CITY OF LEWISTON URBAN RENEWAL AGENCY

The City Council has formed an Urban Renewal Agency (URA) in 2005 to promote economic development, create jobs, and improve the tax base. This is done in part by strategically targeting public investments to create these benefits, promote development of underdeveloped properties, and eliminate blighted conditions.

The Agency is comprised of a seven-member board. Three of the four taxing entities in the county have a seat (Lewiston, Nez Perce County, and Port of Lewiston). Three community members at large and a representative of Valley Vision are also on the board.

Idaho law gives cities and counties the authority to establish Urban Renewal Agencies, which are mechanisms for the rehabilitation, clearance and redevelopment of deteriorated or deteriorating areas in municipalities (Statute 50-2005). Open land can, under certain circumstances, constitute a deteriorated or deteriorating area. Urban renewal projects within the urban renewal area can include things such as construction or repair of streets, off-street parking facilities, public facilities, parks, playgrounds, infrastructure, buildings and other public improvements in the public realm that, in the opinion of the Agency, improve the quality of the area and ultimately incentivize investment and business growth. Revenues for these activities generally come from the annual increment or bonds that are paid back using increase property tax revenues resulting from the improvements made.

Agency Objectives are:

1. Improve infrastructure to leverage, encourage, and support additional land development and/or job growth.
2. Fund projects with community support such as additional public parking downtown or tourism.
3. Fund projects that solve community problems caused by a lack of infrastructure.
4. Enhance the tax base.

SOURCE OF AGENCY REVENUES

Agency revenues come from tax levies of the four taxing entities multiplied by the improved assessed valuation of properties within the district called the 'increment'. The City of Lewiston contributes most of the increment – 58% and has the largest share of their assessed valuation within URA boundaries – 6.59%. By Statute, no more than 10% of a community's assessed value may be contained in Revenue Allocation Areas.

See Exhibits 1 and 2.

EXHIBIT 1

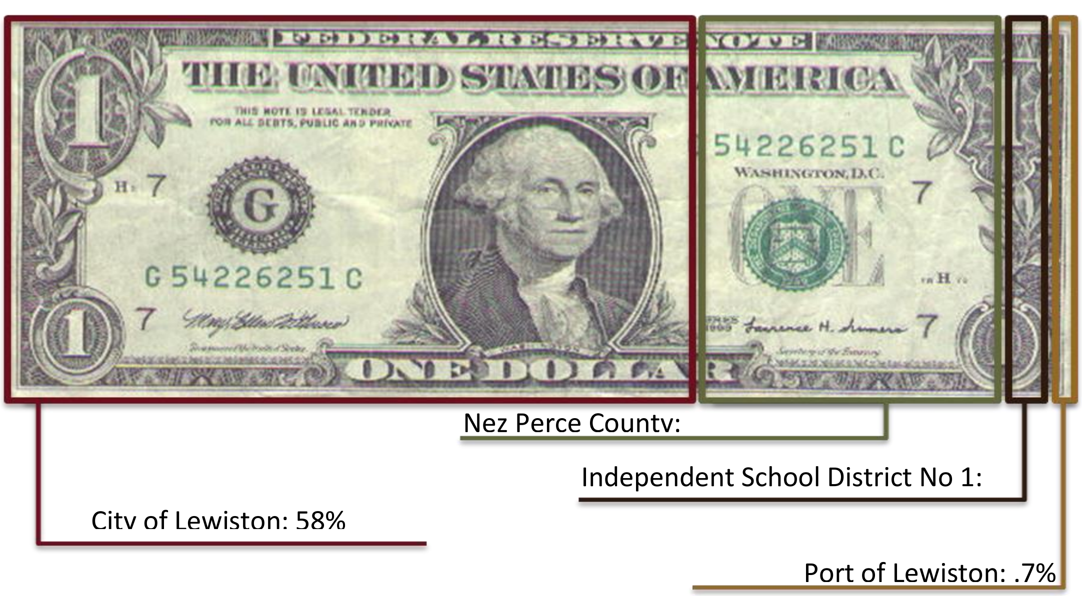
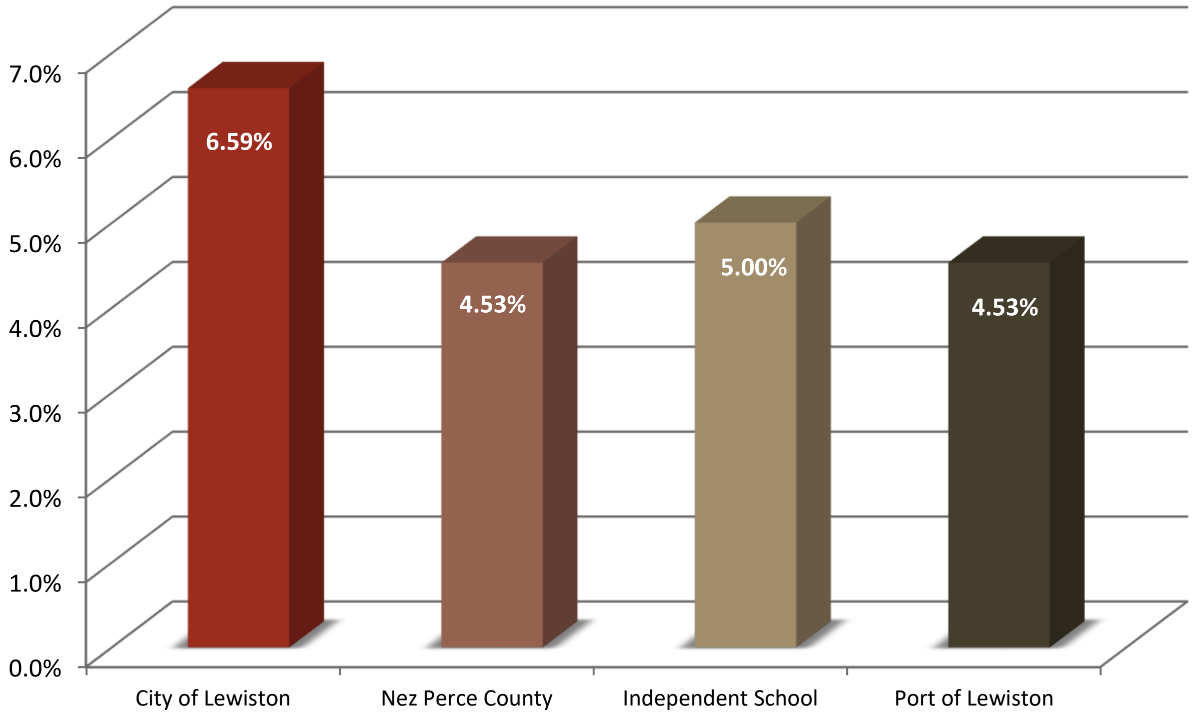


EXHIBIT 2

PERCENTAGE OF TAXING DISTRICTS' ASSESSED VALUES SUBJECT TO URA(1)



(1) Taxable values from 2023 September Value Worksheet, divided by base values of renewal districts when formed. Base values are in each Urban Renewal Plan for RAA #4, RAA #5, RAA #6, RAA #7 Appendix C

WORK FOCUS FY2024

Main East Main #4, Base Year 2017

The Board will discuss possible closure of Main / East Main RAA #4 in March, 2024.

East Orchards Sewer #5, Base Year 2017

The URA will continue to partner with the City on the design and possible construction of the extension of sewer lines to eliminate septic systems and promote development. The URA is initiating a rock boring study prior to moving forward with any more design of segments, with the exception of Segment 7 (2100 block of Grelle Avenue). Further Department of Environmental Quality funding will be sought by the City to build out the remaining sewer laterals that can be served by gravity. The URA Board will revisit the discussion on early payment of the bond in this area during budget discussions in July/August.

Bryden Avenue #6, Base Year 2018

The City entered into a final design contract for Bryden Avenue from 4th St to 7th St December, 2021. The URA will continue to provide local match throughout construction. Evaluation of underground utilities will commence during reconstruction of Bryden Avenue. The URA plans to split the costs for water and sewer improvements with LOID and LOSD.

In November, 2022 the URA approved a reimbursement agreement with the Lewiston Orchards Irrigation District (LOID) for up to 50% of costs associated with water line improvements . The URA may also develop and secure approval of agreements with the City of Lewiston and Lewiston Orchards Sewer District. These MOAs will outline roles and responsibilities of each party in the Bryden Avenue project.

Downtown/Normal Hill #7, Base Year 2021

This newly formed district will need to accrue increment for a few years prior to contracting for any major projects. The URA Board will discuss next steps with this area this year.

WORK COMPLETED IN FY2023

Main East Main #4, Base Year 2017

The URA made the final cost-share payment to the city for the US 12 / 21st Street project. The Board scheduled a follow up meeting for Main / East Main RAA #4 in March 2024.

East Orchards Sewer #5, Base Year 2017

The URA will continued to partner with the City on the design and possible construction of the extension of sewer lines to eliminate septic systems and promote development. Further Department of Environmental Quality funding was sought by the City to build out the remaining sewer laterals that can be served by gravity, but was unsuccessful. The URA Board approved an additional $200,000 principal payment to the bond in 2023.

Bryden Avenue #6, Base Year 2018

In November, 2022 the URA approved a reimbursement agreement with the Lewiston Orchards Irrigation District (LOID) for up to 50% of costs associated with water line improvements. Design continued to progress and the City held a public hearing on January 17, 2023 to gather input on the design.

Downtown/Normal Hill #7, Base Year 2021

There was no work completed on the Downtown RAA this year.

PAST INVESTMENTS

See Table 1 for a summary of past investments. (next page)

FINANCIAL STATEMENT

The Agency ended the fiscal year with $2,823,562.95 in revenues, $628,518 of which guarantees an outstanding bond. A summary of financial activity for FY2023, is attached as Table 5. The FY2024 Budget is attached as Table 6. The last independent audit for the Lewiston Urban Renewal Agency was March 6, 2023.

LIABILITIES

East Orchard Sewer required a bond of $1,980,000. Interest-only payments have been made in years past; principal payments started in 2021. In August, 2023 the URA elected to pay an additional principal payment of $200,000. The outstanding principal balance is $1,187,534.

ASSETS

The Agency has no physical assets.

Table 1.

URA INVESTMENTS FY 2006 – FY 2023			
AREA	**PROJECT**	**PUBLIC INVESTMENT**	
#4 – Main East Main			
	New water and storm water south of and through the US 12/21st intersection		$703,332
	City Share		$496,417
	ITD		$7,580,000
		Total	$8,779,749
#5 – East Orchards Sewer			
Phase I	Construction of 9068' sewer main pipe, 2020' sewer service pipe, 66 sewer taps, 3 ½ blocks of additional sewer main pipe designed		$1,620,194
		Bond Issuance	$71,922
		Bond Interest(1)	$156,471
Phase II	Engineering and Construction of 640' of sewer main pipe, 13 sewer taps		$184,677
	DEQ Grant Secured by Lewiston		$250,000
Phase III	Design segments on Burrell Ave & 20th Street (Grelle Ave to Birch Ave); prelim design on 2100 Block of Grelle, 20th Street		$53,588
		Total	$2,336,852
#6 – Bryden Avenue			
	Local match for final design and construction documents on Bryden Ave 4th St to 7th St		$68,629
	Federal share secured by Lewiston		$949,765
		Total	$1,018,394
#1 – North Lewiston			
Completed in 2016	Rebuild of 18th St. N.	Engineering/Construction	$331,700
		City	$300,000
Completed in 2009	6,630 ft. of water lines w/ service Connections & hydrants	Construction	$1,460,669
		Bond Issuance	$64,200
		Bank Trustee	$12,000
		Bond Interest/Penalty	$383,646
	Port		$150,000
	ITD		$68,100
Closed 2016		Total	$2,770,315
#2 – Nez Perce Terrace			
Completed 2018	Extension of Nez Perce Dr. from Juniper to Gun Club Rd		$2,000,000
	Private Funds		$2,000,000+
Completed in 2009	1600 ft. of road & utility extension into Port property	Construction	$746,171
		Construction Port	$100,000
		Professional Fees	$9,227
		Interest	$58,610
Closed 2017		Total	$4,914,008
#3 – Downtown			
Completed in 2016	DIRRP	Share of Downtown Infrastructure Improvements	$700,000
		Other Partners	$1,064,000
Completed in 2016	FEMA II	Cash match	$350,000
		Flood control grant secured by Lewiston	$2,300,00
Completed in 2013	Rebuild 1st & 5th Streets	Construction	$3,008,500

Table 1 Cont.		Design, Inspection, Testing	$519,638
		Bond Issuance	$40,920
		Bank Trustee	$10,500
	Rebuild 1st & 5th Streets Cont.		
		Bond Interest	$465,905
Completed in 2007-2010	Parking studies	Professional fees	$66,066
Closed 2020		Total	$8,525,529

Notes: (1) Charges accrue each year

Total URA Investment FY2006 – FY2023: $12,833,935

Total URA and Other Party Investment FY2006-FY2023: $28,344,847

Table 2

URA Expenditures per Revenue Allocation Area
Other Funds Leveraged

Revenue Allocation Area	URA Funds	Other Funds	Leverage Rate (URA:Other)
#4	$703,332	$8,076,417	1 : 11.5
#5	$2,033,264	$250,000(1)	8.1 : 1
#6	$68,629	$866,731	1 : 12.6
#1 (Closed)	$2,252,215	$518,100	4.3 : 1
#2 (Closed)	$2,814,008	$2,100,000(2)	1.3 : 1
#3 (Closed)	$5,161,529	$3,364,000	1.5 : 1
Total	**$13,032,977**	**$15,175,248**	**1 : 1.2**

(1) Does not include city engineering costs.

(2) Does not include Port costs.

Table 3

SUMMARY STATEMENT
CALENDAR YEAR 2023

ASSETS:		
	Bank Balances 12/31/2023	$ 2,916,270
	TOTAL ASSETS	**$ 2,916,270**
LIABILITIES		
	Area #5 (Bond Balance)	$1,187,534
	Area #5 (Balance to City)	$552,788
	Area #5 (Contracted Services)	$198,349
	TOTAL LIABILITIES	**$ 1,938,670**
PROJECT COSTS:		
	Area #4 – Construction	$10,315
	Area #5 – Design Costs	$74,816
	Bond Payment	$348,949
	TOTAL PROJECT COSTS	**$ 434,080**
OPERATING EXPENSES:		
	Attorneys, Staff, etc	$ 38,089
	TOTAL OPERATING EXPENSES	**$ 38,089**

Table 4
URA BUDGET VS. ACTUAL FY 23
Fiscal Year Ended 9/30/23

	BUDGET AREA 4 MEM	Actual AREA 4	BUDGET AREA 5 EOS	Actual AREA 5	BUDGET AREA 6 BRYDEN	Actual AREA 6	BUDGET AREA 7 DOWNTOWN	Actual AREA 7	BUDGET TOTAL	ACTUAL TOTAL
REVENUES										
Bond Proceeds	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Tax Receipts	$ 410,000.00	$ 423,225.48	$ 620,000.00	$ 631,330.32	$ 460,000.00	$ 475,369.83	$ 100,000.00	$ 96,078.47	$ 1,590,000.00	$ 1,626,004.10
Interest	$ 2,616.00	$ 3,970.82	$ 2,642.00	$ 4,011.13	$ 4,352.00	$ 6,363.65	$ 331.00	$ 522.86	$ 9,610.00	$ 14,868.46
City of Lewiston	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Total Revenues	**$ 412,616.00**	**$ 427,196.30**	**$ 622,642.00**	**$ 635,341.45**	**$ 464,352.00**	**$ 481,733.48**	**$ 100,331.00**	**$ 96,601.33**	**$ 1,599,610.00**	**$ 1,640,872.56**
EXPENSES										
Project Costs	$ 206,915.00	$ 206,915.00	$ 55,000.00	$ 53,588.50	$ -	$ -	$ -	$ -	$ 261,915.00	$ 260,503.50
Bond Costs	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Interest	$ -	$ -	$ 54,366.00	$ 43,003.91	$ -	$ -	$ -	$ -	$ 54,366.00	$ 43,003.91
Principal	$ -	$ -	$ 294,584.00	$ 305,945.65	$ -	$ -	$ -	$ -	$ 294,584.00	$ 305,945.65
Professional Services (1)	$ 15,000.00	$ 19,012.55	$ -	$ 18.00	$ 15,000.00	$ 19,012.54	$ 15,000.00	$ 9,914.59	$ 45,000.00	$ 47,957.68
Publications/misc	$ 500.00	$ 151.02	$ -		$ 500.00	$ 151.02	$ 500.00	$ 151.00	$ 1,500.00	$ 453.04
Total Expenses	**$ 222,415.00**	**$ 226,078.57**	**$ 403,950.00**	**$ 402,556.06**	**$ 15,500.00**	**$ 19,163.56**	**$ 15,500.00**	**$ 10,065.59**	**$ 657,365.00**	**$ 657,863.78**
Subtotal: Rev Less Exp	**$ 190,201.00**	**$ 201,117.73**	**$ 218,692.00**	**$ 232,785.39**	**$ 448,852.00**	**$ 462,569.92**	**$ 84,831.00**	**$ 86,535.74**	**$ 942,245.00**	**$ 983,008.78**
FUND BALANCE 10/1/2022	**$ 362,849.26**	**$ 362,849.26**	**$ 1,089,690.71**	**$ 1,089,690.71**	**$ 388,014.20**	**$ 388,014.20**	**$ -**	**$ -**	**$ 1,840,554.17**	$ 1,840,554.17
PLUS TOTAL REVENUES	$ 412,616.00	$ 427,196.30	$ 622,642.00	$ 635,341.45	$ 464,352.00	$ 481,733.48	$ 100,331.00	$ 96,601.33	$ 1,599,941.00	$ 1,640,872.56
LESS TOTAL EXPENSES	$ 222,415.00	$ 226,078.57	$ 403,950.00	$ 402,556.06	$ 15,500.00	$ 19,163.56	$ 15,500.00	$ 10,065.59	$ 657,365.00	$ 657,863.78
FUND BALANCE 9/30/2023	**$ 553,050.26**	**$ 563,966.99**	**$ 1,308,382.71**	**$ 1,322,476.10**	**$ 836,866.20**	**$ 850,584.12**	**$ 84,831.00**	**$ 86,535.74**	**$ 2,783,130.17**	**$ 2,823,562.95**
Debt Service Reserve	$ -	$ -	$ 628,519.00	$ 628,518.63	$ -	$ -	$ -	$ -	$ 628,519.00	$ 628,518.63
Available Fund Balance	$ 553,050.26	$ 563,966.99	$ 679,863.71	$ 693,957.47	$ 836,866.20	$ 182,038.58			$ 2,154,611.17	$ 2,195,044.32

(1) Audit, Insurance, Legal, RAI Dues, Director Services, Bond Trustee

Table 5

URBAN RENEWAL AGENCY
FISCAL YEAR 2023
SUMMARY OF ACTIVITY (as of 09/30/23)

	DATE	East Main (#4)	East Orchards Sewer (#5)	Bryden (#6)	Downtown/Normal Hill (#7)	Total
9/30/2022		**362,849.26**	**1,089,690.71**	**388,014.20**	**-**	**1,840,554.17**
RECEIPTS:						
Monthly Urban Renewal	OCT'22-SEPT'23	423,225.48	631,330.32	475,369.83	96,078.47	1,626,004.10
Collections (Property Tax)						-
Reimbursements	OCT'22-SEPT'23					-
City of Lewiston PW Reimbursement						-
Twin River Bank Interest Earned	OCT'22-SEPT'23	3,970.82	4,011.13	6,363.65	522.86	14,868.46
P1FCU Interest Earned						-
EXPENDITURES:						
Banner Bank Paper Stmt Fee	OCT'22		(3.00)			(3.00)
Pmt to Douglass Law PLLC	OCT'22	(300.00)		(300.00)		(600.00)
Pmt to Elam & Burke	OCT'22	(11.25)		(11.25)		(22.50)
Pmt to ICRMP	OCT'22	(472.25)		(472.25)		(944.50)
Pmt to Northwest Engraving Service	OCT'22	(30.75)		(30.75)		(61.50)
Pmt to Douglass Law PLLC	NOV'22	(112.50)		(112.50)		(225.00)
Pmt to City of Lewiston	NOV'22	(4,556.93)		(4,556.94)		(9,113.87)
Pmt to Redevelopment Association	NOV'22	(625.00)		(625.00)		(1,250.00)
Pmt to City of Lewiston	NOV'22	(196,600.00)				(196,600.00)
Banner Bank Paper Stmt Fee	NOV'22		(3.00)			(3.00)
Pmt to Douglass Law PLLC	DEC'22	(360.00)		(360.00)		(720.00)
Banner Bank Paper Stmt Fee	DEC'22		(3.00)			(3.00)
Pmt to Douglass Law PLLC	JAN'23	(457.50)		(457.50)		(915.00)
Pmt to Northwest Engraving Service	JAN'23	(21.75)		(21.75)		(43.50)
Banner Bank Paper Stmt Fee	JAN'23		(3.00)			(3.00)
Pmt to Douglass Law PLLC	FEB'23	(80.00)		(80.00)	(80.00)	(240.00)
Pmt to City of Lewiston	FEB'23	(2,458.34)		(2,458.33)	(2,458.33)	(7,375.00)
Pmt to City of Lewiston	FEB'23	(772.77)		(772.77)	(772.77)	(2,318.31)
Banner Bank Paper Stmt Fee	FEB'23		(3.00)			(3.00)
Pmt to City of Lewiston	MAR'23	(10,315.00)				(10,315.00)
Pmt to TPC Holdings Inc	MAR'23	(10.68)		(10.68)	(10.68)	(32.04)
Pmt to ICRMP	MAR'23	(314.83)		(314.83)	(314.84)	(944.50)
Banner Bank Paper Stmt Fee	MAR'23		(3.00)			(3.00)
Pmt to TPC Holdings Inc	APR'23	(9.67)		(9.67)	(9.66)	(29.00)
Pmt to Douglass Law PLLC	APR'23	(266.67)		(266.67)	(266.66)	(800.00)
Pmt to Presnell & Gage	MAY'23	(2,150.00)		(2,150.00)		(4,300.00)
Pmt to Douglass Law PLLC	JUN'23	(295.00)		(295.00)	(295.00)	(885.00)
Pmt to Elam & Burke	JUN'23	(208.34)		(208.33)	(208.33)	(625.00)
Pmt to Douglass Law PLLC	JUL'23	(130.00)		(130.00)	(130.00)	(390.00)
Pmt to City of Lewiston	AUG'23		(53,588.50)			(53,588.50)
Pmt to Douglass Law PLLC	AUG'23	(45.00)		(45.00)	(45.00)	(135.00)
Pmt to City of Lewiston	AUG'23	(4,916.67)		(4,916.67)	(4,916.66)	(14,750.00)
Pmt to TPC Holdings Inc	AUG'23	(130.67)		(130.67)	(130.66)	(392.00)
Pmt to Douglass Law PLLC	AUG'23	(65.00)		(65.00)	(65.00)	(195.00)
Pmt to Banner Bank for Bond Payment	SEPT'23		(348,949.56)			(348,949.56)
Pmt to ICRMP	SEPT'23	(362.00)		(362.00)	(362.00)	(1,086.00)
						-
BALANCE		**563,966.99**	**1,322,476.10**	**850,584.12**	**86,535.74**	**2,823,562.95**
Restricted & Reserved Funds						
#5 Debt Service Reserve Primary - Banner[1]			(228,518.63)			(228,518.63)
#5 Debt Service Reserve Secondary - Banner[1]			(400,000.00)			(400,000.00)
#5 Capitalized Interest - Banner			-			-
AVAILABLE FUNDS		**563,966.99**	**693,957.47**	**850,584.12**	**86,535.74**	**2,195,044.32**

	East Main (#4)	East Orchards Sewer (#5)	Bryden (#6)	Downtown/Normal Hill #7	
Twin River National Bank	563,966.99	635,341.45	850,584.12	86,535.74	2,136,428.30
Banner Bank - Public Funds Checking Unrestricted		58,616.02		-	58,616.02
Banner Bank - Public Fund Checking Restricted		628,518.63		-	628,518.63
	-				-
	563,966.99	1,322,476.10	850,584.12	86,535.74	2,823,562.95

[1]URA is committed to reimbursing the City $552,787.59 upon the debt service reserve being released by the bank.

Table 6

URA BUDGET FY24

Adopted: August 8, 2023

	AREA 4 MEM	AREA 5 EOS	AREA 6 BRYDEN	AREA 7 DOWNTOWN
REVENUES				
Bond Proceeds	$ -	$ -	$ -	$ -
Tax Receipts	**410,000**	**620,000**	**460,000**	**100,000**
Interest	2,500	2,500	4,000	500
City of Lewiston	-	-	-	-
Total Revenues	**$ 412,500**	**$ 622,500**	**$ 464,000**	**$ 100,500**
EXPENSES				
Project Costs		$ 125,000	$ 600,000	$ -
Bond Costs	-	-	-	-
Interest	-	54,366	-	-
Principle	-	94,584	-	-
Professional Services (1)	11,000	11,000	11,000	11,000
Publications/misc	200	200	200	200
Total Expenses	**$ 11,200**	**$ 285,150**	**$ 611,200**	**$ 11,200**
Subtotal: Revenues Less Expenses	**$ 401,300**	**$ 337,350**	**$ (147,200)**	**$ 89,300**
FUND BALANCE BEGINNING OF YEAR	**$ 553,050**	**$ 1,308,383**	**$ 736,867**	**$ 84,831**
PLUS TOTAL REVENUES	412,500	622,500	464,000	100,500
LESS TOTAL EXPENSES	11,200	285,150	611,200	11,200
FUND BALANCE END OF YEAR	**$ 954,350**	**$ 1,645,733**	**$ 589,667**	**$ 174,131**
Debt Service Reserve		$ 628,519		
Projected Available Fund Balance	**$ 954,350**	**$ 1,017,214**	**$ 589,667**	**$ 174,131**

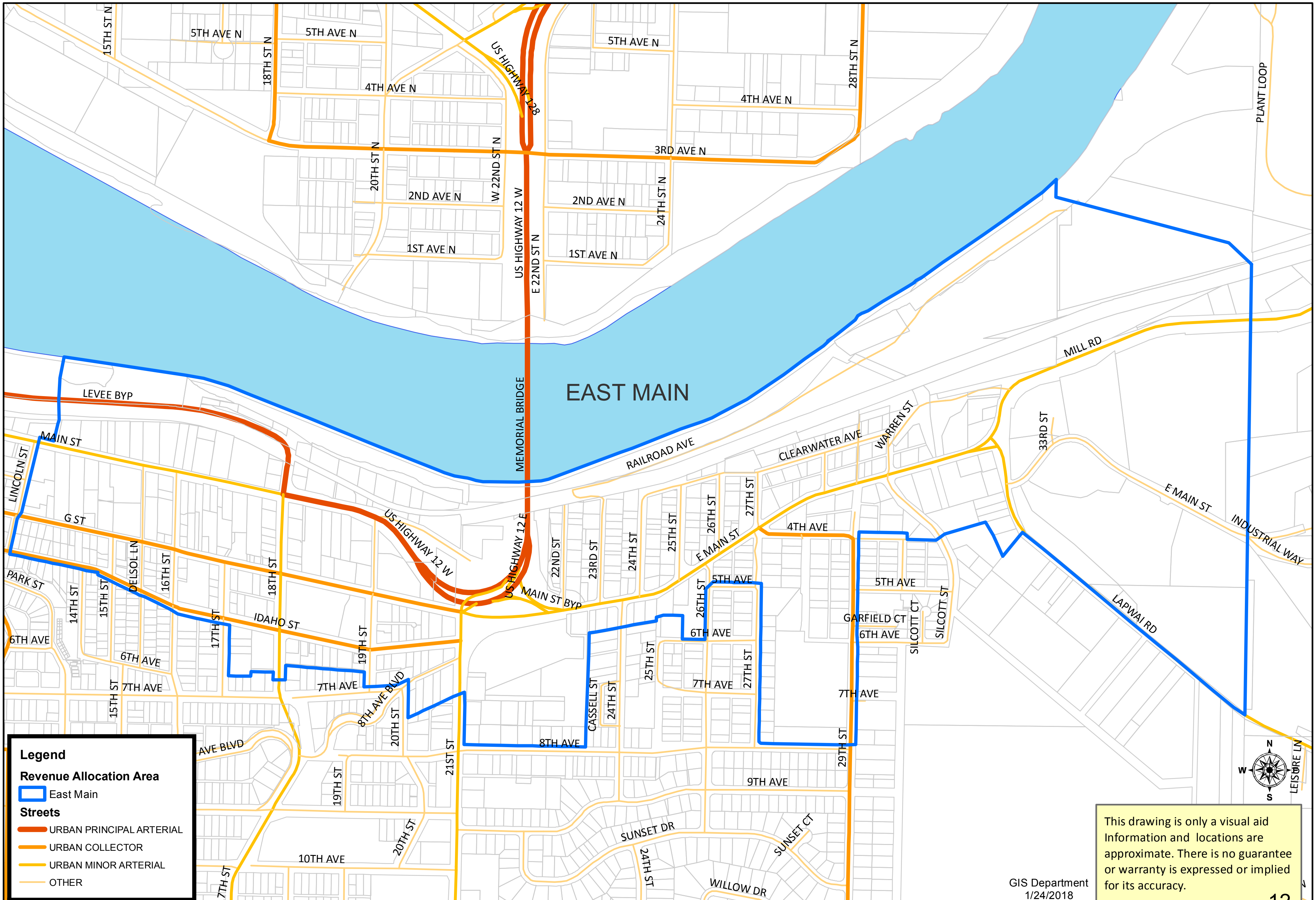
(1) Audit, Insurance, Legal, RAI Dues, Director Services, Bond Trustee

August 8, 2023

City of Lewiston

COMMUNITY DEVELOPMENT

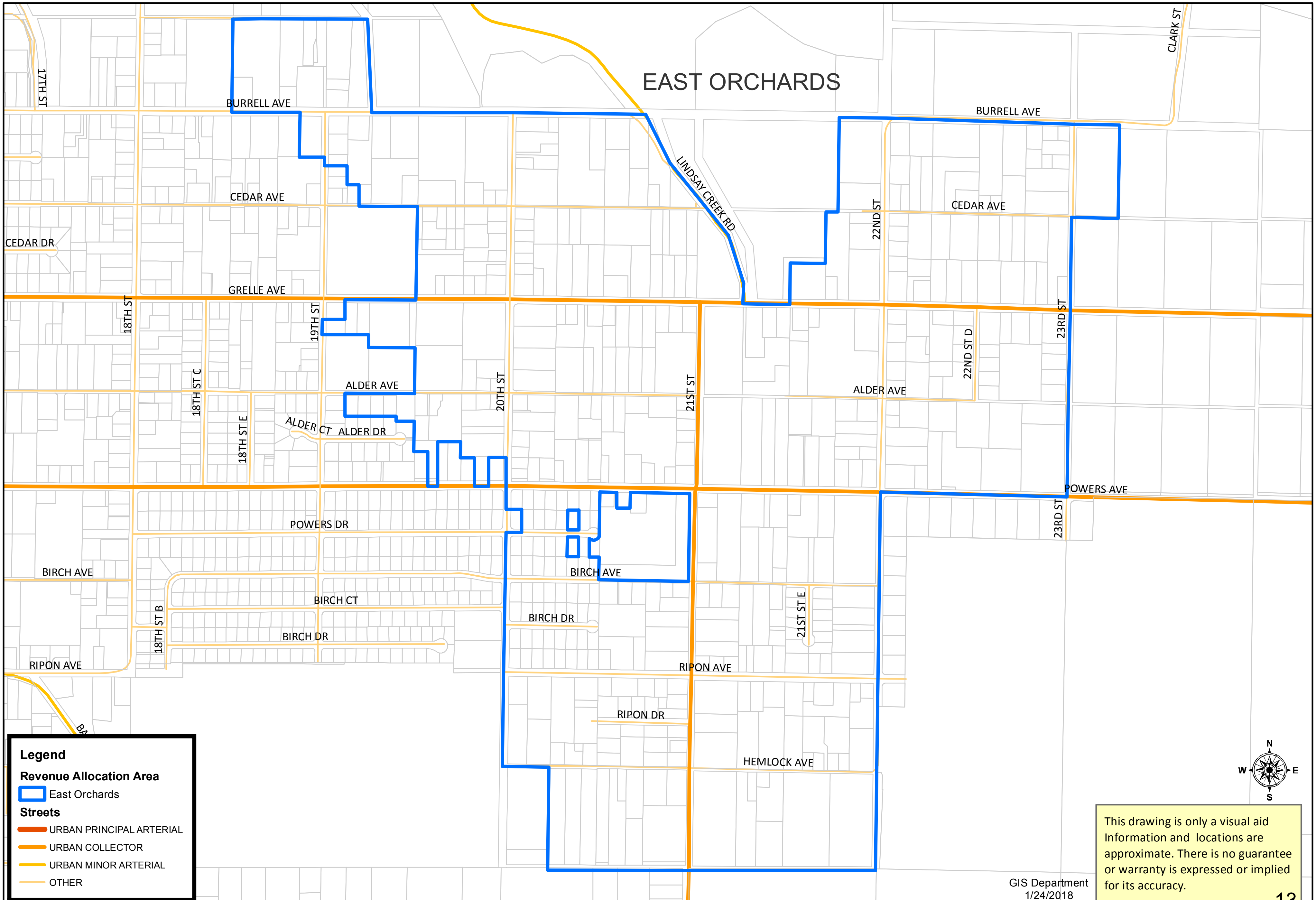
MAIN EAST MAIN REVENUE ALLOCATION AREA #4



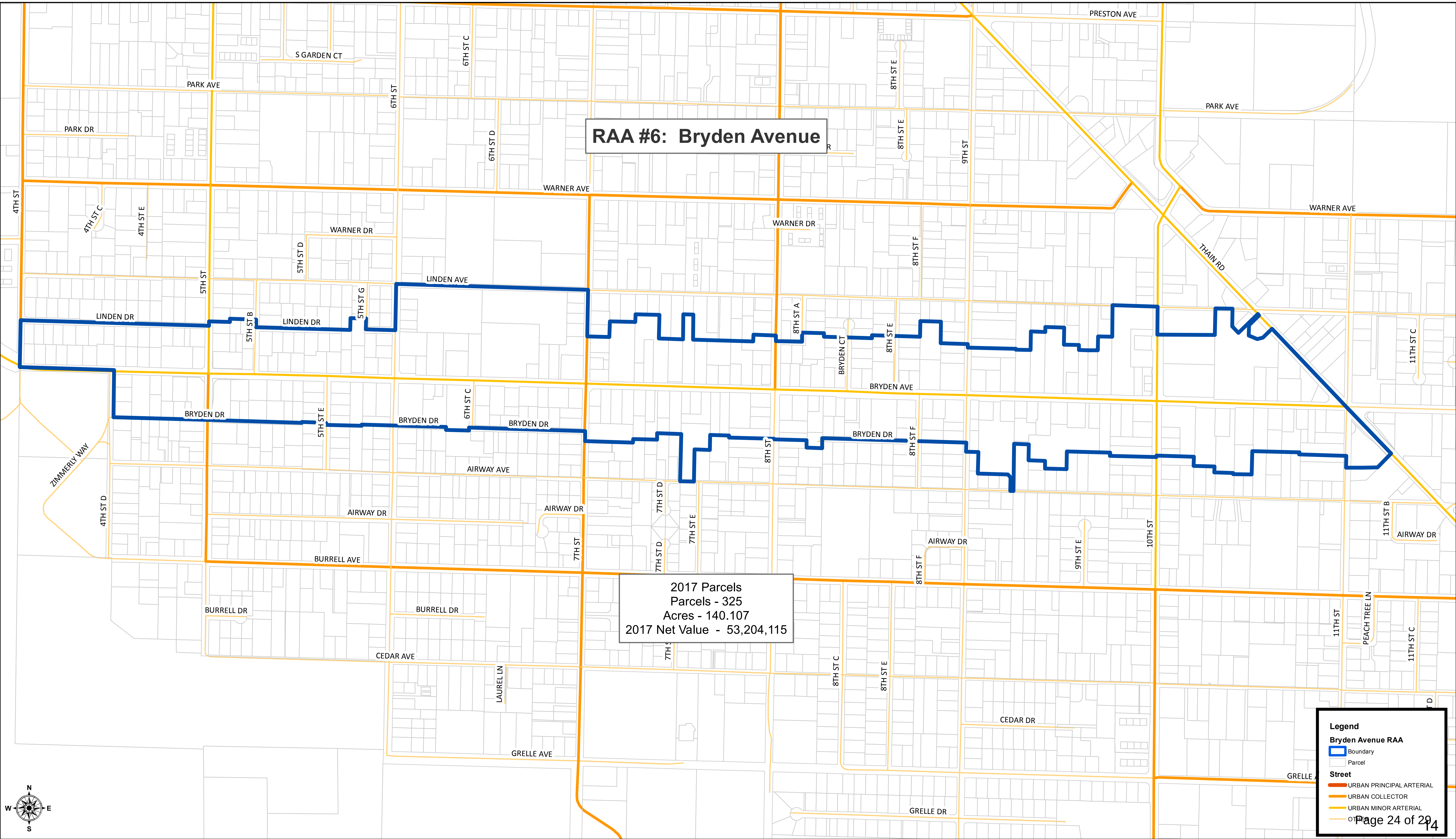
City of Lewiston

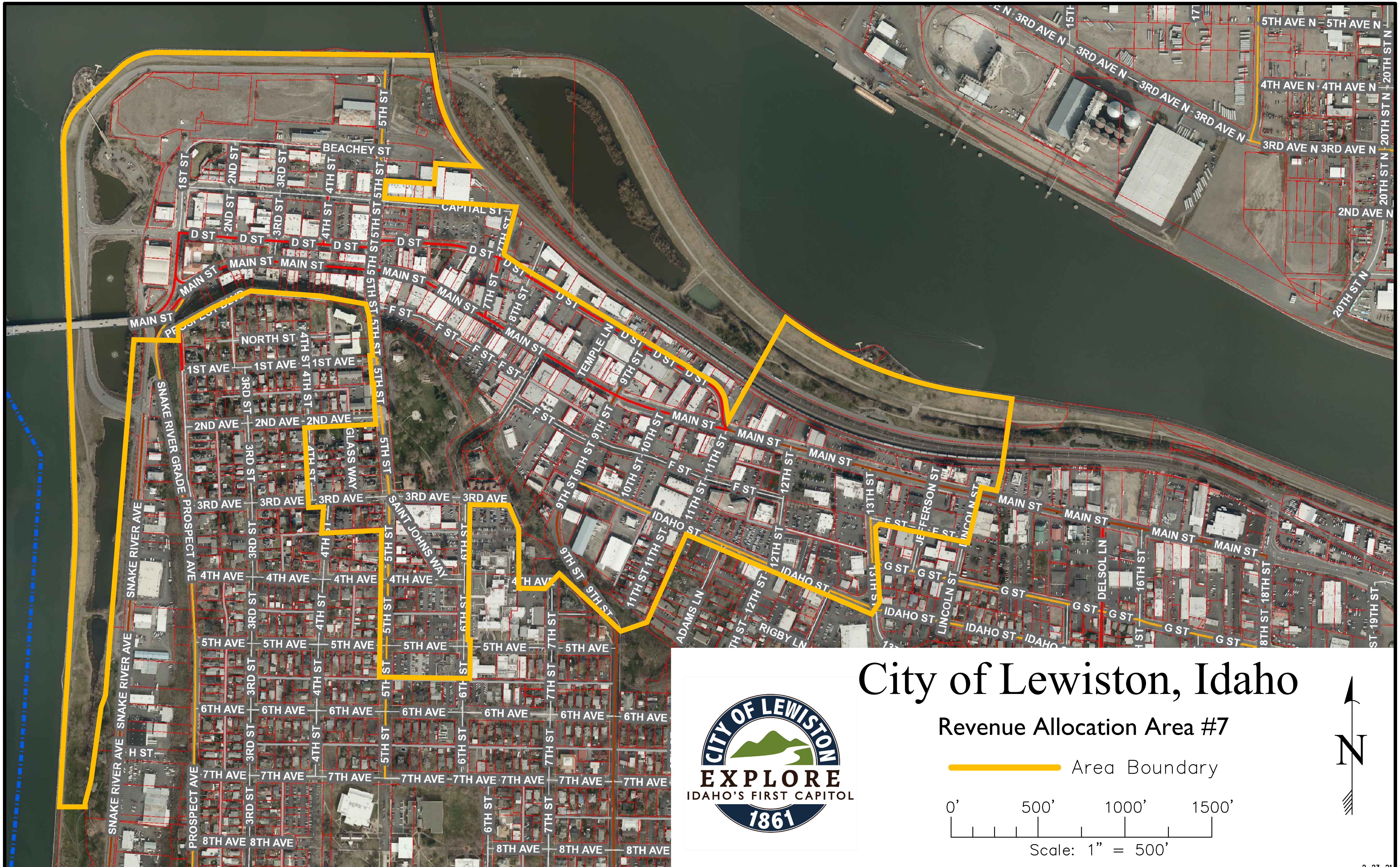
COMMUNITY DEVELOPMENT

EAST ORCHARDS SEWER REVENUE ALLOCATION AREA #5



City of Lewiston
COMMUNITY DEVELOPMENT




City of Lewiston, Idaho
Revenue Allocation Area #7
Area Boundary
0' 500' 1000' 1500'
Scale: 1" = 500'
N
CITY OF LEWISTON
EXPLORE
IDAHO'S FIRST CAPITOL
1861
2-23-21
MAIN ST
D ST
F ST
G ST
CAPITAL ST
BEACHEY ST
NORTH ST
PROSPECT AVE
SNAKE RIVER AVE
SNAKE RIVER GRADE
GLASS WAY
SAINT JOHNS WAY
TEMPLE LN
IDAHO ST
ADAMS LN
RIGBY LN
JEFFERSON ST
LINCOLN ST
DELSOL LN
1ST ST
2ND ST
3RD ST
4TH ST
5TH ST
6TH ST
7TH ST
8TH ST
9TH ST
10TH ST
11TH ST
12TH ST
13TH ST
16TH ST
18TH ST
19TH ST
20TH ST N
1ST AVE
2ND AVE
3RD AVE
4TH AVE
5TH AVE
6TH AVE
7TH AVE
8TH AVE
H ST
2ND AVE N
3RD AVE N
4TH AVE N
5TH AVE N

Tax Bill Format in URA Revenue Allocation Area

This is an example of a Tax Bill in a Revenue Allocation Area. When located in a Revenue Allocation Area, the amount of the increment looks like a tax to the property owner (Description "L" below). This can look like an additional tax on a property tax bill.

PROPERTY TAX CALCULATION

CURRENT MARKET VALUE 467,100.00

		Column 1: Property - not in an URA RAA	**Column 2:** Property inside an URA RAA (2)	**Column 3:** Column 1 - Column 2
DESCRIPTION	RATE	AMOUNT(1)	AMOUNT	DIFFERENCE
A = STATE	.000000000	$0.00	$0.00	$0.00
B = COUNTY	.003769752	$1,760.85	$1,086.80	$674.05
C = LEWISTON	.006689847	$3,124.82	$1,928.64	$1,196.18
D = SCH DIST 1				
E = SD 1 M&O				
F = SD 1 SUPP-A	.000884000	$412.91	$254.86	$158.05
G = SD 1 SUPP-B	.004200000	$1,961.82	$1,961.82	$0.00
H = SD 1 BOND	.001093792	$510.91	$510.90	$0.01
I = GENERAL ROAD	.000040995	$19.14	$11.82	$7.32
J = FED/ST BRIDGE	.000059687	$27.87	$17.22	$10.65
K = PORT DISTRICT	.000080346	$37.52	$23.16	$14.36
L = E ORCHARDS SEWR			$2,060.62 (4)	$2,060.62
* TOTAL LEVY	.016818419			
* TOTAL TAX ASSESSMENT		$7,855.84 (3)	$7,855.84 (3)	

(1) To calculate taxes due, multiply market value by levy rate. Tax due is truncated after two decimal points.

(2) This calculation (A-K) does not use the current market value. It uses the market value from the tax year a Revenue Allocation Area went into effect. In this example, this property is in the East Orchards Sewer RAA, with a base tax year of 2017 and a 2017 market value of $288,284.

(3) Total tax assessment remains the same in both columns as a control figure; current market value times total levy rate. Total tax due does not change whether a property is in a Revenue Allocation Area or not.
The total tax due less the individual tax amount in column (2) results in a remainder (in this example, $2,060.62) that is distributed to the URA for projects in the Revenue Allocation Area. Column 3 shows the difference between Column 1 and Column 2, which, added together, equals this amount.

Memo

To: URBAN RENEWAL AGENCY

From: SHANNON GROW, COMMUNITY DEVELOPMENT DIRECTOR

Date: March 5, 2024

Re: RAA #4 MAIN / EAST MAIN DISCUSSION

The purpose of this memorandum is to provide the URA Board information on Revenue Allocation Area(RAA) #4, Main / East Main (MEM).

MEM was created in 2017 and has a termination in August, 2029. This area generally follows Main Street, East to West from the City limits line to Lincoln Street. The following projects were included in the plan:

- Water and stormwater line upgrades under the intersection of Highway 12 and 21st Street
- Pedestrian improvements in the area of Highway 12 and 21st Street
- Up to 2,100 feet of waterline upgrades along Mill Road

The water and stormwater lines were upgraded during the Idaho Transportation Department's (ITD) rebuild of the intersection at Highway 12 and 21st Street. The URA participated in this project by contributing $554,915, with the last payment being made in March, 2023.

It is estimated that RAA#4, MEM will have $2,000,000 to $2,500,000 available to spend on the other two projects prior to its termination in 2029.

At the time the MEM plan was adopted, the City was in the process of applying for Federal Lands Access Program (FLAP) funding to create better access for pedestrians to move through the intersection at Highway 12 and 21st Street, and to access the levee trail system. Although other projects were approved as a part of the FLAP application, this portion was not. Costs for improvements at plan adoption were $130,000. Points to consider for this project include:

- The FLAP application was not successful; the full cost of the project, including design would need to be considered.
- Access to the levee trail system through Locomotive Park would require coordination with ITD, the U.S. Army Corps of Engineers, and the Railroad.

Memo

Another potential project for this area that was identified in the plan is the waterline upgrade in East Lewiston. This project could upgrade up to 2,100 feet of 12" ductile iron water main from Lapwai Road east to the City limits. Planning level estimates for this project including design is $1,814,000. The City used the most recently bid water project for this estimate. Points to consider for this project include:

- There are sections on the existing line that are as small as 3", and it is a concern for fire flows/protection.
- Upgrades to this line would be required for further development in the area.
- There could be potential partners in the private sector that may be willing to cost share on this project.
- This project is not a priority for the City, and therefore it is unlikely that the City would cost share on this project. If the URA were to fully fund this project, it would have to bond it, or delay the project to 2027 to build increment to pay for the costs.

Last year, the URA Board directed staff to explore the possibility of partners for this project. Staff did outreach and there were no interested parties. The Board decided to revisit MEM in March, 2024. In the fall of 2023, the URA was approached by a private developer about a potential project located in MEM. However, because the project was not in the plan, it was advised not to pursue it within MEM. The URA Board could consider it within a new revenue allocation area.

East Orchards RAA#5 Costs March 2024

Current Balance (1/31/2024)	$1,690,507.55		
Debt Service	-$628,518.63		
Admin 2024	-$10,000.00		
Rock Boring Study	-$85,500.00		
Estimate remaining tax increment FY24	$230,210.48		
Estimated Remaing Funds for projects	**$1,196,699.40**		
Designed Segments			
~~Segment 1~~	~~$307,951.80~~		
Segment 17	$379,434.00		
Segment 18	$532,699.50	$912,133.50	Seg 17+18
Segment 19	$457,897.25	$1,370,030.75	Seg 17+18+19
Other Considerations			
Bond Balance	$1,187,533.97		
City of Lewiston debt	$552,787.59	Reimbursement when debt service is released	