

September 10, 2024

THE URBAN RENEWAL AGENCY BOARD OF THE CITY OF LEWISTON, IDAHO, met in a regular meeting Tuesday, September 10, 2024, at Lewiston City Hall. Chairperson Sheila Bond called the meeting to order at 12:00 p.m.

I. CALL TO ORDER

BOARD MEMBERS PRESENT: Sheila Bond, Chairperson; Don Beck; A.L. "Butch" Alford; Joe Anderson; Jim Kleeburg; Tim Switzer;

BOARD MEMBERS EXCUSED: Joe Gish, Vice Chairperson;

STAFF MEMBERS PRESENT: Shannon Grow, URA Director; Katie Hollingshead, Assistant URA Director; Luke Antonich, City Engineer;

OTHERS PRESENT: Thad O'Sullivan, URA Legal Counsel (via Zoom);

II. CITIZEN COMMENTS

Luke Antonich, City Engineer, invited the board to a public open house on Tuesday, September 10, 2024 at the Lewiston City Library for the downtown reconstruction project. Mr. Antonich said that the downtown reconstruction project is from the blue bridge to 11th Street and includes replacing the water and sewer infrastructure as well as the road and sidewalk. Welch Comer is the consultant on the project and the open house is at 5:30.

Board member Anderson asked what the timeline for the project was. Mr. Antonich said that the consultant anticipates having the 10% design completed by the end of 2024 and that the City will pursue a general obligation bond in May 2025.

Nate Titus, property owner at 2022 Cedar Ave, told the board that he had been speaking with Joe Kaufman in Public Works about sewer connections on some properties he owned in the East Orchards Sewer Revenue Allocation Area. Mr. Titus said that he had previously been able to access some grant funds that the City had available for septic conversion and wondered if there were still grant funds available.

Director Grow asked Mr. Titus for his contact information and said that she would have to follow up with Joe Kaufman in regards to the grant funds as those did not come from the URA and were monies that the City had received separately.

III. ACTIVE AGENDA (ACTION ITEM)

Chair Bond noted that there was a typo on the Active Agenda and that the Approval of Minutes should be for the August 13, 2024 minutes and not the July 9, 2024 minutes. Chair Bond asked for a motion to amend the Active Agenda to reflect the August 13, 2024 minutes. Board members Beck and Alford moved and seconded, respectively, to amend the Active Agenda to read A. Approval of Minutes, August 13, 2024. Motion passed 6-0.

A. Approval of Minutes, August 13, 2024 – Action Item

Board members Switzer and Anderson moved and seconded, respectively, to approve the August 13, 2024 minutes. Motion passed 6-0.

B. Approval of Invoices – Action Item

1. O'Sullivan Legal PLLC, Legal Services, July 2024, \$132.50

Board members Anderson and Switzer moved and seconded, respectively, to approve the O'Sullivan Legal PLLC invoice. Motion passed 6-0.

2. Tribune Publishing Company, 2025 Budget Publication, \$220.00

Board members Beck and Switzer moved and seconded, respectively, to approve the Tribune Publishing Company invoice. Motion passed 5-0-1, with Board member Alford abstaining.

3. ICRMP, INV. 18038-205-1, \$1,306.00

Board members Switzer and Anderson moved and seconded, respectively, to approve the ICRMP invoice. Motion passed 6-0.

C. Review of Financial Summary – Information Item

Director Grow presented the August financial summary and said that the statement from the State Investment Pool had not arrived until September 9, 2024 leaving no time to amend the meeting agenda or packet. Director Grow reviewed the amounts paid out in August from the closure of the Main East Main Revenue Allocation Area (RAA #4) and stated that she had transferred an additional \$172,681.35 from the State Investment Pool for the second round of distributions from the Main East Main Revenue Allocation Area (RAA #4). Director Grow was available for questions.

D. Update on Rebates to Taxing Entities from Closure of RAA #4 – Information Item

Director Grow stated that she would read off the amounts being rebated back to the taxing entities so that it was reflected in the meeting minutes. \$230,000 total is being rebated back.

City of Lewiston \$131,882.00

Nez Perce County \$78,085.00

School District \$18,446.00

Port of Lewiston \$1,587.00

IV. UNFINISHED AND NEW BUSINESS

A. Board Member Comments

No Board Member comments.

B. Staff Comments

Director Grow announced that the September meeting would be her last as Director of the URA and that Assistant Director Hollingshead would take over as Director of the URA starting October 1, 2024.

Assistant Director Hollingshead said that the board would see a presentation from Merrick regarding the rock boring study at the October meeting and that she would then return to reviewing the existing Revenue Allocation Area plans with the board so that they could make decisions on projects in the coming year.

V. **ADJOURN (ACTION ITEM)**

There being no further business, Board members Alford and Switzer moved and seconded, respectively, to adjourn. The motion carried 6-0 and the Urban Renewal Agency Board adjourned at approximately 12:16 p.m.

RESPECTFULLY SUBMITTED,


KATIE HOLLINGSHEAD,
RECORDING SECRETARY

ATTEST:


URBAN RENEWAL AGENCY CHAIR

Approved this 8 day of October, 2024.