February 11, 2025

THE URBAN RENEWAL AGENCY BOARD OF THE CITY OF LEWISTON, IDAHO, met in a regular meeting Tuesday, February 11, 2025, 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; Tim Switzer, Vice Chair; Jim Kleeburg (at 12:04 pm); Joe Anderson; A.L. "Butch" Alford; Doug Havens;

BOARD MEMBERS EXCUSED: None

STAFF MEMBERS PRESENT: Katie Hollingshead, URA Director; Luke Antonich, City Engineer; Joe Kaufman, Engineering Supervisor;

OTHERS PRESENT: Thad O'Sullivan, URA Legal Counsel (via Zoom); Michael Fuss, Stantec; Stephanie Elliott, Stantec; Willard Maughan, Lewiston Orchards Irrigation District;

II. CITIZEN COMMENTS

Joe Kaufman, Engineer Supervisor for the City of Lewiston let the board know that the bid documents for the construction of East Orchards Sewer segments 17, 18 and 19 would be advertised on February 18th and 25th and that bid opening would be on March 18th. City staff will review the bids for responsiveness and will bring a recommendation to the board for review and approval in April.

III. ACTIVE AGENDA (ACTION ITEM)

A. Approval of Minutes, January 14, 2025 – Action Item

Vice Chair Switzer and board member Anderson moved and seconded, respectively, to approve the January 14, 2025 minutes as written. Motion passed 5-0 (Board member Kleeburg arrived after the vote).

B. Approval of Invoices – Action Item

1. O'Sullivan Legal PLLC, Legal Services, January 2025, $708.00
2. Redevelopment Association of Idaho, Inc Annual Dues $4,600.00

Board member Alford moved to approve both invoices, Vice Chair Switzer provided the second. Motion passed 5-0 (Board member Kleeburg arrived after the vote).

C. Review of Financial Summary – Information Item

Director Hollingshead provided a brief review of the January financial summary. Board member Anderson asked if it was possible to get an update on the Bryden Avenue project since increment in that account was at $1.7 million. Director Hollingshead stated she would bring an update from the City and Lewiston Orchards Irrigation District to the March meeting.

D. Preliminary Engineering Report of Water and Sewer - Presentation

Director Hollingshead provided a brief summary of the history of the board being approached by a developer who was interested in cost sharing some utility work in the Main East Main revenue allocation area. The project proposed by the developer ultimately was not in the project plans for that RAA. Director Hollingshead stated that during City discussions with the developer it came to light that the parcels the developer was hoping to develop were located between the City's high pressure and low pressure water zones. A second developer also approached the city regarding water lines in the same area and the city allocated some funds to have a preliminary engineering report produced to help identify a solution as to where water could be served from.

Director Hollingshead introduced Michael Fuss and Stephanie Elliott from Stantec and let the board know that the presentation was just informational in nature and that this report could be the first step of many if the board chose to further explore establishing a new revenue allocation area.

Mr. Fuss and Ms. Elliott reviewed a Power Point presentation showing water and sewer utilities that could be installed to serve the areas east of 29th Street and north of 8th Avenue. A copy of the presentation is attached to these minutes.

E. Follow up on bylaws, open board seat and school district

Director Hollingshead stated that following the January meeting, she had reached out to Lance Hanse, Superintendent of Lewiston Schools and the Lewiston School Board regarding a school board member applying for the at-large seat that is currently open on the URA board. Hollingshead stated that the school board had met the night before (February 10, 2025) and that she had received an email that morning (February 11, 2025) that Brad Cuddy would be applying for the at-large seat. The board discussed briefly if they wanted to continue moving forward with updating the bylaws to designate a seat for the School District and decided that they could revisit at a later date.

Director Hollingshead stated that she had provided Mr. O'Sullivan with the URA origination documents and resolutions establishing the board. Mr. O'Sullivan said that after reviewing the documents and state code it was his determination that a change to the makeup of the board would require a resolution be approved by the City Council.

IV. UNFINISHED AND NEW BUSINESS

A. Board Member Comments

Board member Havens thanked Director Hollingshead for sending out the legislative updates provided by Benn Brocksome & Associates and asked if that was from the Redevelopment Association of Idaho Inc. Director Hollingshead stated yes. Board member Havens stated that he didn't think that a majority of the legislative items had relation to the URA. Director Hollingshead stated that it was her understanding that Benn Brocksome & Associates provided blanket coverage of all legislation in Idaho.

Board member Havens stated that the cost for the Redevelopment Association of Idaho Inc membership had gone up considerably since he had previously been on the board.

Chair Bond let the board know that the Mayor would be speaking at the Chamber Luncheon on February 13th and she thought it would be interesting to the board.

B. Staff Comments

Director Hollingshead said that she would be doing a transfer of funds to the State Investment Pool Fund now that property tax collections have been received from Nez Perce County.

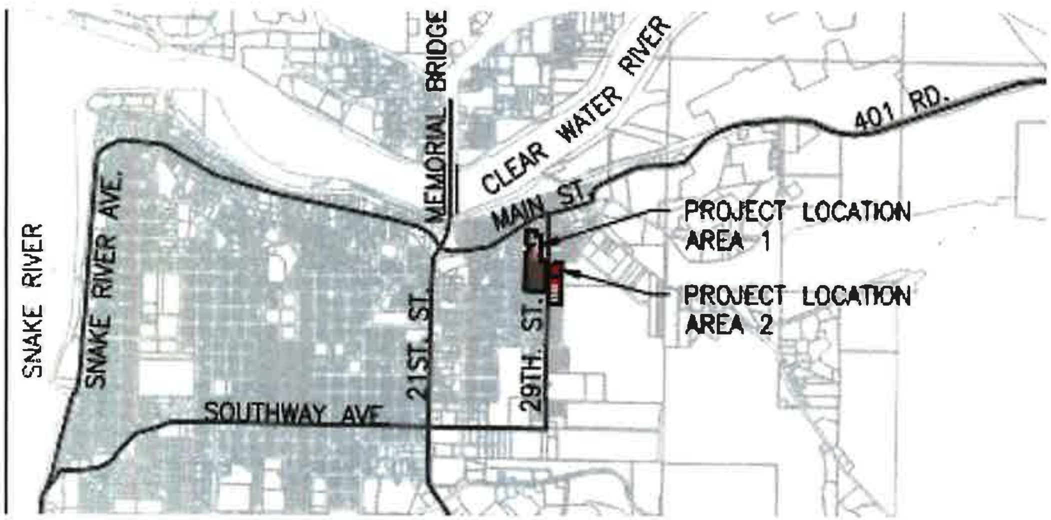
Director Hollingshead asked for a show of hands to attend the regular meeting on March 11, 2025 and board member Anderson stated he would be out of town, all other board members plan on attending. Director Hollingshead said that she would need to schedule a special meeting on February 25, 2025 at 12:00 pm to have the board review the Annual Report prior to the public hearing for said report at the March 11, 2025 meeting. All board members said they could attend the special meeting.

V. ADJOURN (ACTION ITEM)

There being no further business, Board members Kleeburg and Havens moved and seconded, respectively, to adjourn. The motion carried 6-0 and the Urban Renewal Agency Board adjourned at approximately 12:47 p.m.

RESPECTFULLY SUBMITTED,	ATTEST:
Katie Hollingshead	Sheila Bond
KATIE HOLLINGSHEAD, RECORDING SECRETARY	URBAN RENEWAL AGENCY CHAIR

Approved this 11 day of March, 2025



City of Lewiston MJ007 Utility Concept Evaluation for Development Infill

Urban Renewal Board Meeting

February 11, 2025

Stantec

Agenda

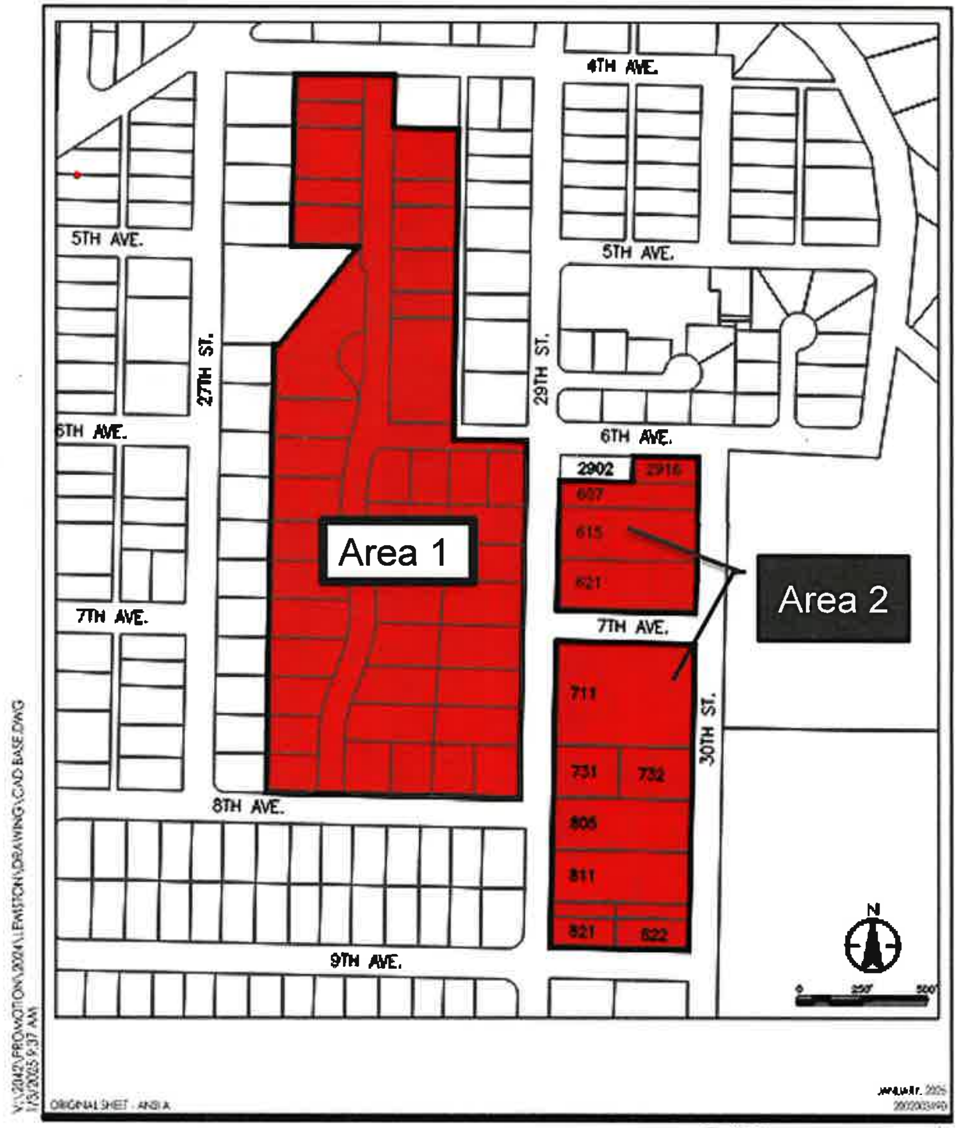
1. Project Goals and Overview
2. Existing System
3. Utility Improvements
4. Costs Estimate

Project Goals and Overview

Review Project Overview and Goals

Project Overview / Goal

- To determine the feasibility of supplying water and sewer service to Area 1 and Area 2.

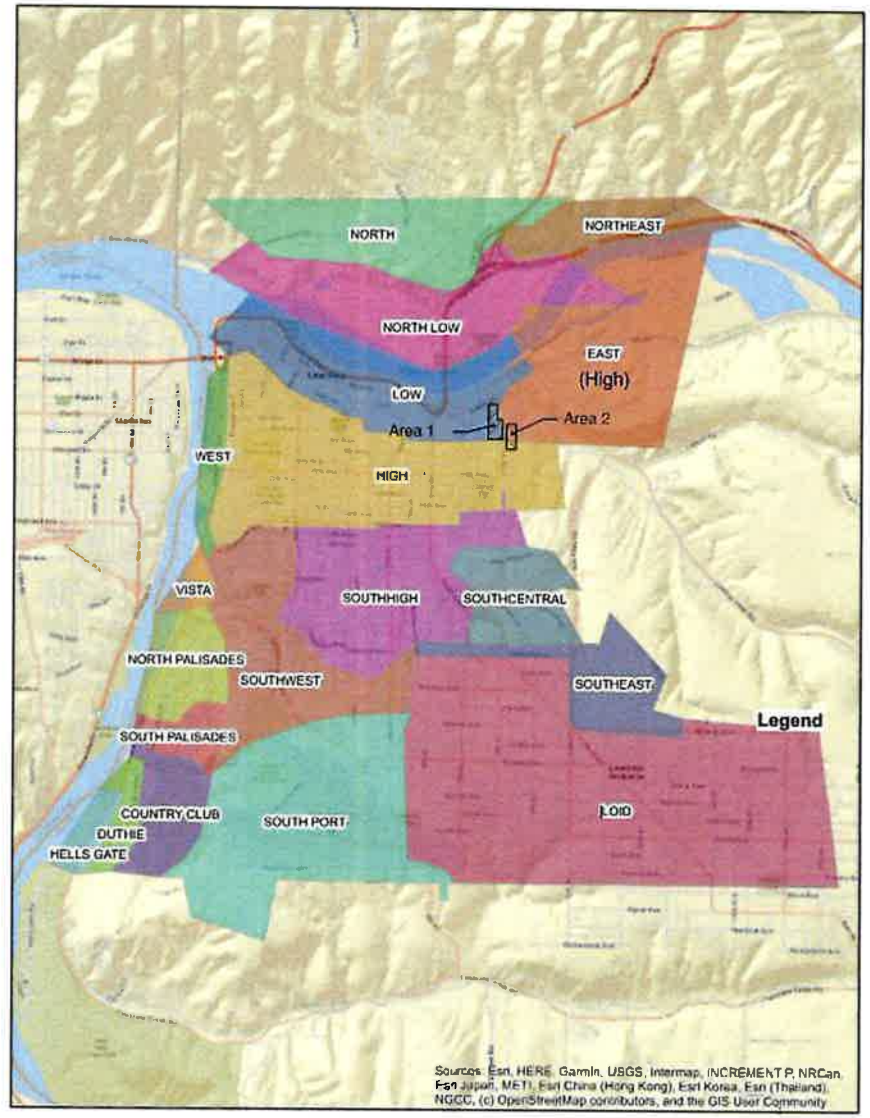


Existing System

Existing System

Lewiston's water system is quite complex

- 18 Pressure Zones
- 7 Well Sources
- 10 MGD WTP
- 8 Reservoirs
- Two (2) critical high pressure transmission mains bisect Area 1 & Area 2



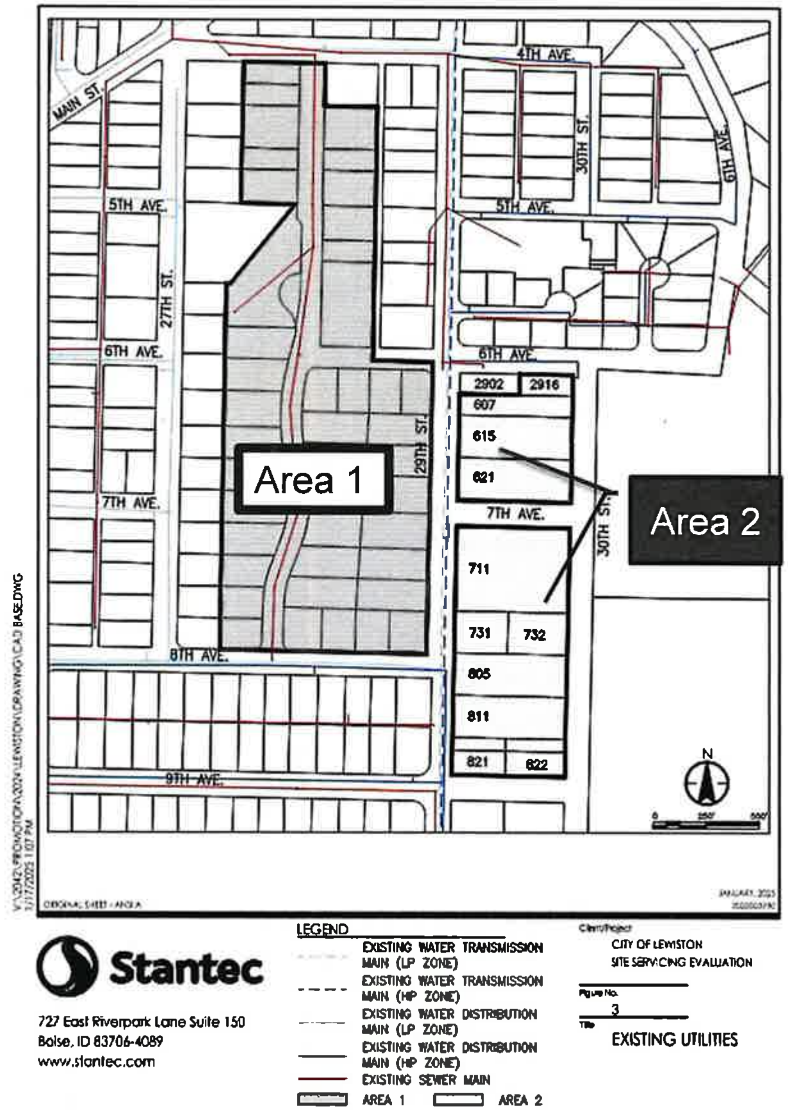
Existing System

Water System (Area 1 and 2)

- Existing Main in 29th (Low Zone)
- Existing Main in 29th (High Zone)
- Existing Main in 8th (High Zone)
- Existing Main in 6th (High Zone)

Sewer System

- Area 1: 8-inch sewer main from 4th Avenue to 8th Avenue.
- Area 2: Lot 2902 (corner of 6th Avenue and 29th Street) is connected to sewer main. The other lots in Area 2 are on septic tanks and drain fields.



Utility Improvements

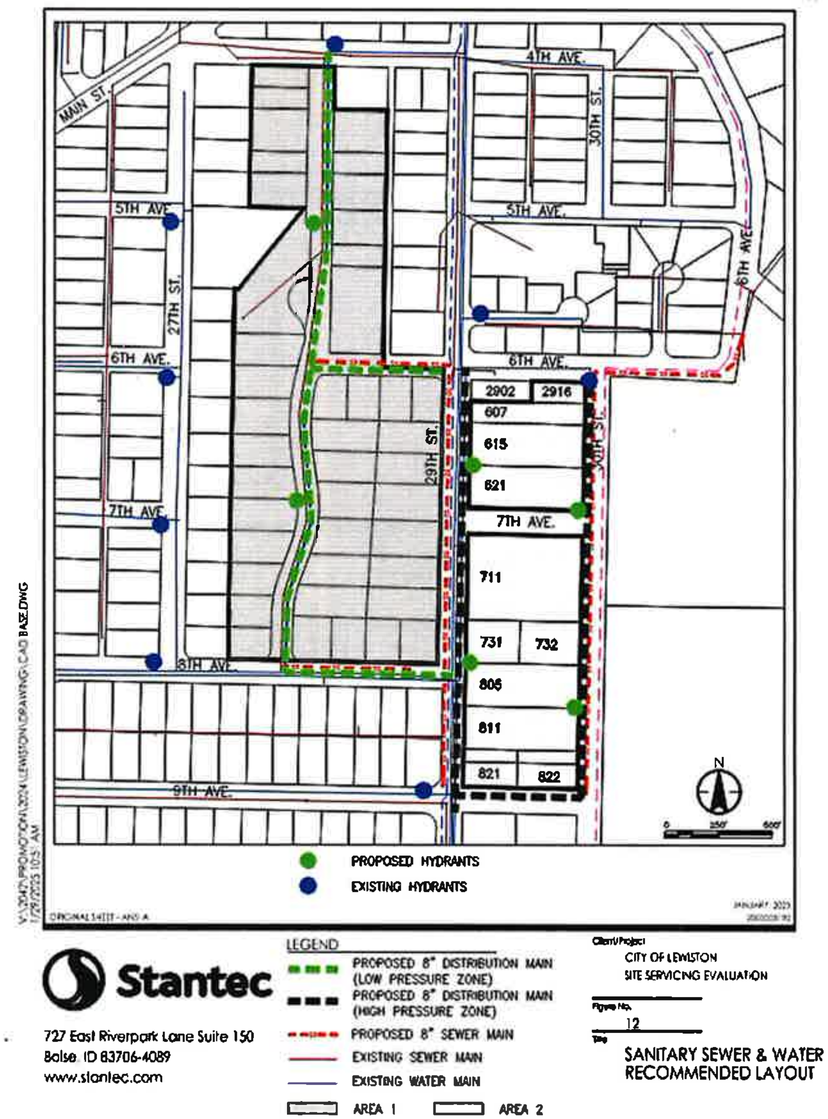
Utility Improvements

Proposed Sewer and Water Alignment

Water System
- Area 1: Adding 3 new 8-inch mains connection to low- and high-pressure zones
- Area 2: Adding 3 new 8-inch mains connecting to high-pressure zone
- 6 new Fire Hydrants

Sewer System
- Area 1
  - New 8-inch sewer main extending along 6th Avenue and extended south along 29th Street to 9th Avenue.
  - New 8-inch sewer main on 8th Avenue
- Area 2
  - Extend 8-inch sewer main to the southwest on 6th Avenue
  - Extend 8-inch sewer main south from 6th Ave in the existing undeveloped right-of-way for 30th Street

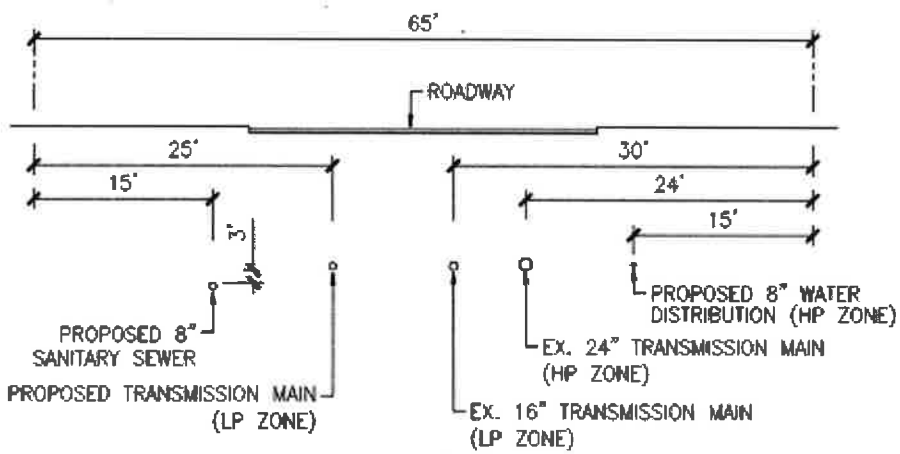
Note: West side of lots are serviced from 29th and sewer defined as part of Area 1.



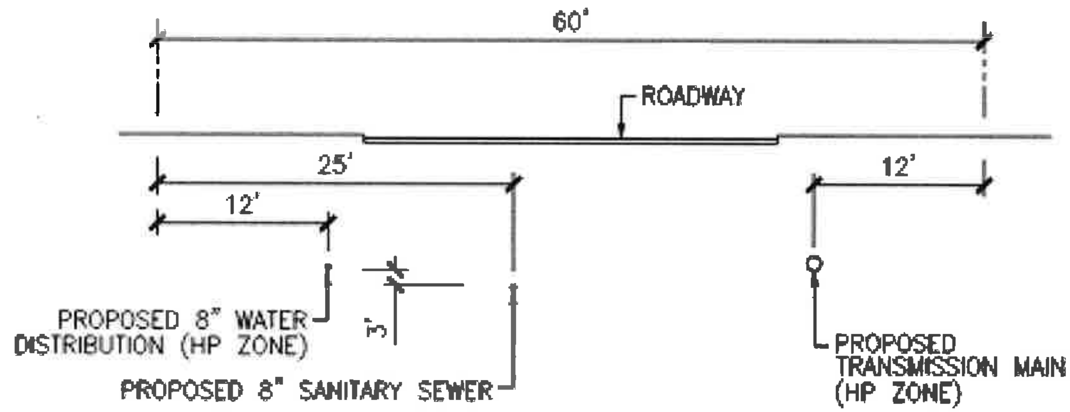
Utility Improvements

Alignment Alternatives

- 29^{th} Street – 65’ wide
- 30^{th} Street – 60’ wide



29th STREET



30th STREET

Cost Estimate

Cost Estimates

Improvement Item	Construction Costs	Engineering (15%)	Contingency (35%)	Total
Sewer Improvements				
Sanitary Sewer – 29th Street (6th Avenue to 9th Avenue)	$401,000	$60,200	$322,800	$862,200
Sanitary Sewer – 30th Street (6th Avenue to 9th Avenue)	$200,250	$30,000	$161,200	$430,500
Sanitary Sewer Subtotal	**$601,250**	**$90,200**	**$484,000**	**$1,292,700**
Water Improvements				
Water Main – 29th Street (6th Avenue to 9th Avenue)	$311,400	$46,700	$250,700	$669,500
Water Main – 30th Street/9th Avenue (6th Avenue to 29th Street)	$379,000	$56,900	$305,100	$814,900
Water Main – 8th Avenue (West of 29th Street)	$144,650	$21,700	$116,400	$311,000
Water Subtotal	**$835,050**	**$125,300**	**$672,200**	**$1,795,400**
Total	**$1,436,300**	**$215,500**	**$1,156,200**	**$3,088,100**

Cost Estimate is in 2025 Dollars and Class 5 per AACE Guidelines (-20% to -50% on the low side, and +30% to +100% on the high side)

Note: Does not include costs for proposed 8" low zone main in the ROW within the development

Stantec

Questions