



**Lewiston Urban Renewal Agency
REGULAR MEETING AGENDA
July 8, 2025 - 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.

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 Katie Hollingshead, 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 Urban Renewal Agency.

III. ACTIVE AGENDA

A. APPROVAL OF MINUTES, MAY 13, 2025

B. APPROVAL OF INVOICES

1. O'SULLIVAN LEGAL PLLC, LEGAL SERVICES MAY AND JUNE 2025, \$472.00: - Action Item ()

2. ELAM & BURKE, LEGAL SERVICES, MAY 2025, \$997.50: - Action Item ()

C. REVIEW OF FINANCIAL SUMMARY

1. APRIL 2025: - Presentation ()

2. MAY 2025: - Presentation ()

D. DRAFT BUDGET FOR 2026

IV. UNFINISHED & NEW BUSINESS

A. BOARD MEMBER COMMENTS

B. STAFF COMMENTS

1. QUERY OF BOARD MEMBERS TO MOVE THE REGULARLY SCHEDULED AUGUST MEETING FROM AUGUST 12 TO AUGUST 5TH (STAFF IS OUT OF TOWN).: - Presentation ()

V. ADJOURNMENT - 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 Nikki Province, ADA Coordinator, at least forty-eight (48) hours in advance of the meeting at 208-746-3671 x 6211.

May 13, 2025

THE URBAN RENEWAL AGENCY BOARD OF THE CITY OF LEWISTON, IDAHO, met in a regular meeting Tuesday, May 13, 2025, 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; Jim Kleeburg (at 12:01 pm); A.L. “Butch” Alford; Doug Havens; Joe Anderson;

BOARD MEMBERS EXCUSED: Tim Switzer, Vice Chair;

STAFF MEMBERS PRESENT: Katie Hollingshead, URA Director;

OTHERS PRESENT: Thad O’Sullivan, URA Legal Counsel (via Zoom); Meghan Conrad, Elam & Burke (via Zoom); Ryan Armbruster, Elam & Burke (via Zoom)

II. CITIZEN COMMENTS

None.

III. ACTIVE AGENDA (ACTION ITEM)

A. URA 101 Presentation by Elam and Burke – Presentation

Director Hollingshead handed out paper copies of the presentation slide deck (attached to these minutes) and introduced Meghan Conrad and Ryan Armbruster from Elam & Burke. Meghan presented the URA 101.

B. Approval of Minutes, April 08, 2025 – Action Item

Chair Bond asked if the board had any questions or changes. There were none. Board members Anderson and Havens moved and seconded, respectively, to approve the minutes of April 08, 2025 as written. Motion carried 5-0.

C. Approval of Invoices – Action Item

1. O’Sullivan Legal PLLC, Legal Services, April 2025 \$885.00
2. Presnell Gage, LLC, Fiscal Year 2024 Annual Audit Report \$5,350.00
3. Elam & Burke, Legal Services, March 2025 \$25.00

Chair Bond stated that she would combine the O’Sullivan Legal, Presnell Gage, and Elam & Burke invoices into one vote. Board members Alford and Anderson moved and seconded, respectively, to approve the three (3) invoices. Motion carried 5-0.

4. Lewiston Tribune, Publication of Annual Report \$26.72

Board members Anderson and Havens moved and seconded, respectively, to approve the Lewiston Tribune invoice. Motion carried 4-0-1, with Board member Alford abstaining.

D. Review of Financial Summary March 2025 – Information Item

Director Hollingshead reviewed the Financial Summary for March 2025 that was included in the meeting packet and asked if there were any questions from the board. There were none. Director Hollingshead then handed out a paper copy of the April 2025 Financial Summary that she had received right before the meeting and again reviewed it with the board. The board had no questions.

IV. UNFINISHED AND NEW BUSINESS

A. Board Member Comments

Board member Anderson stated that the new commercial dock at the Port has had two (2) dockings thus far and the comments have been positive.

Board member Havens was asked about the move in date for the new courthouse and stated that the date is fluctuating due to the various contractors finishing parts of the project.

B. Staff Comments

Director Hollingshead stated that she still has not received an application from the school district for the open board seat. Director Hollingshead asked for a show of hands for attendance at the regular June 10th URA meeting. All board members present plan to attend.

V. ADJOURN (ACTION ITEM)

There being no further business, Board Members Kleeburg and Havens moved and seconded, respectively, to adjourn. The motion carried 5-0 and the Urban Renewal Agency Board adjourned at approximately 12:51 p.m.

RESPECTFULLY SUBMITTED,

ATTEST:

KATIE HOLLINGSHEAD,
RECORDING SECRETARY

URBAN RENEWAL AGENCY CHAIR

Approved this _____ day of _____, 2025

URBAN RENEWAL 101: AUTHORITY, OVERSIGHT, AND IMPLEMENTATION

Presented by Meghan S. Conrad and Ryan P. Armbruster

Elam & Burke, PA

May 13, 2025



URBAN RENEWAL AGENCY AUTHORITY

STATUTES ▪ LIMITATIONS ▪ POWERS ▪ FINANCING

Urban Renewal Agency Authority

- Local Economic Development Act, Title 50, Chapter 29, Idaho Code
- Idaho Urban Renewal Law of 1965, Title 50, Chapter 20, Idaho Code
- Idaho Constitution—Article VIII, § 4, Art. XII, § 4
- Separate and distinct legal entity with independent authority—*Yick Kong v. BRA*, (entirely lay person board) *Hart v. Rexburg URA* (mix of lay persons and council members). These two Idaho Supreme Court decisions also authorize urban renewal agencies to incur long term debt without the necessity of a public vote (2/3 majority) as required of other public entities; Article VIII, § 3 of the Idaho Constitution.
- City Council approval of an urban renewal plan does not create a liability on the part of the city which would implicate Article VIII, § 3 of the Idaho Constitution. *Hoffman et al. v. City of Boise*.
- Models throughout the state vary widely; though after HB606 (2016), models should become more uniform, mix of lay appointees and elected officials; but latter cannot constitute a majority.

Terms

- Urban renewal agency – public entity created by the urban renewal law
- Urban renewal project – activities within an urban renewal/revenue allocation area for the elimination of deteriorated/deteriorating areas in accordance with an urban renewal plan
- Urban renewal plan – plan for an urban renewal project, which plan shall conform to the general plan for the municipality
- Urban renewal area - deteriorated/deteriorating area designated as appropriate for an urban renewal project
- Revenue allocation area (project area or district)– portion (or all) of an urban renewal area where values are likely to increase as a result of the initiation of an urban renewal project

Limitations On Urban Renewal Agencies

- An urban renewal agency is prohibited from funding real property improvements to privately owned property (which includes non-profit entities) and granting funds to private entities (again, including non-profit entities).
- An urban renewal agency can fund real property improvements to real property owned by another public entity (either local, state, or federal) and may grant funds to another public entity.
- Urban renewal agencies may only expend public funds for the benefit of the public. The agency should be very cautious in considering funding improvements to private property or formally participating with private entities as a partner, joint venture, etc. Funding could be ultimately deemed a loan or grant or gift of public funds to the private property owner and thus a violation of the Idaho Constitution. [Art. VIII, § 4, Art. XII, § 4, Idaho Constitution]

Limitations, Continued

- Idaho does not permit its urban renewal agencies to grant tax money to private interests for development or to lend its credit to back loans to private interests.
- NOTE – The application of Art. VIII, § 4 to urban renewal agencies has never been specifically interpreted by the Idaho Supreme Court.

No county, city, town, township, board of education, or school district, or other subdivision, shall lend, or pledge the credit or faith thereof directly or indirectly, in any manner, to, or in aid of any individual, association or corporation, for any amount or **for any purpose whatever**, or become responsible for any debt, contract or liability of any individual, association or corporation in or out of this state.

Idaho Constitution, Art. 8, § 4 (emphasis added).

Limitations, Continued

- The Idaho Supreme Court has held the purpose behind Art. VIII, § 4 of the Idaho Constitution is to prevent private enterprises from gaining any competitive advantage at the expense of the taxpayers.
- An urban renewal agency must demonstrate that TIF funded improvements were primarily beneficial to the public.
- If actions challenged as unconstitutional, the agency could face a substantial risk of costly litigation and potentially an award of costs and attorney fees.

Limitations, continued

- A second constitutional provision also addresses limitations on a public entity to provide a donation, raise money, loan its credit, or aid any company or associated:
- Attorney General Opinion No. 95-07 regarding loaning state employees to the United Way to assist in its annual fundraising campaign

No county, town, city, or other municipal corporation, by vote of its citizens or otherwise, shall ever become a stockholder in any joint stock company, corporation or association whatever, or raise money for, or make donation or loan its credit to, or in aid of, any such company or association: provided,

Idaho Constitution, Art. 12, § 4.

What Powers Do URA's Have?

Consistent with the urban renewal plan, to:

- Construct/reconstruct streets, utilities, parks, recreation facilities, off-street parking and public facilities, public buildings and other improvements.
- Acquire and dispose of property or buildings.
- Improve, renovate, clear and prepare for redevelopment properties or buildings.
- Acquire property to eliminate unsanitary or unsafe conditions, lessen density, eliminate obsolete or other uses detrimental to public welfare.
- Invest and borrow money, issue bonds, and accept loans and grants.
- Work cooperatively with other public entities.
- Facilitate Local Improvement Districts (LIDs) and Business Improvement Districts (BIDs).
- Potential lease conduit financing in appropriate circumstances. *Greater Boise Auditorium District v. Frazier*

Authorized Activities under the Law and the Act

- Urban Renewal Project as defined by the Idaho Urban Renewal Law of 1965 (the "Law") and
- Project or Urban Renewal Project as defined by the Local Economic Development Act (the "Act")
- The definition of "urban renewal project" contained in the Law is nearly identical to the definition contained in the Act
- The definition of "project costs"



The Act: Title 50, Chapter 29, Idaho Code

(13) "Project" or "urban renewal project" or "competitively disadvantaged border areas" may include undertakings and activities of a municipality in an urban renewal area for the elimination of deteriorated or deteriorating areas and for the prevention of the development or spread of slums and blight and may involve slum clearance and redevelopment in an urban renewal area, or rehabilitation or conservation in an urban renewal area, or any combination or part thereof in accordance with an urban renewal plan. Such undertakings and activities may include:

See also – I.C. 50-2018(10)

- (a) Acquisition of deteriorated area...
- (b) Demolition and removal of buildings...
- (c) Installation, construction, or reconstruction of streets...
- (d) Disposition of any property...
- (e) Carrying out plans for...repair...
- (f) Acquisition of real property ... to be rehabilitated
- (g) Acquisition of other property ...to eliminate unsafe conditions, etc. ...
- (h) Lending or investing federal funds...
- (i) Construction of foundations...

The Law: Title 50, Chapter 29, Idaho Code

14) "Project costs" includes, but is not limited to:

- (a) Capital costs, including the actual costs of the construction of public works or improvements, facilities, buildings, structures, and permanent fixtures; the demolition, alteration, remodeling, repair or reconstruction of existing buildings, structures, and permanent fixtures; the acquisition of equipment; and the clearing and grading of land;
- (b) Financing costs, including interest during construction and capitalized debt service or repair and replacement or other appropriate reserves;
- (c) Real property assembly costs, meaning any deficit incurred from the sale or lease by a municipality of real or personal property within a revenue allocation district;
- (d) Professional service costs, including those costs incurred for architectural, planning, engineering, and legal advice and services;
- (e) Direct administrative costs, including reasonable charges for the time spent by city or county employees in connection with the implementation of a project plan;
- (f) Relocation costs;
- (g) Other costs incidental to any of the foregoing costs.

Project Financing Options

- Pay-as-you-go
- Developer reimbursement agreements
- Owner participation agreements
- Conventional bank loans
- Bonds
- Note: Often no tax increment available to fund projects on a pay-as-you-go method until at least two years after plan creation. Many projects require infrastructure immediately in order for a project to go – requiring financing of improvements.
- Participation policies

Project Financing Options, Continued

- Agency decisions regarding project financing are: properly noticed on agendas, decisions are made in open, public meetings, and by agency resolution.
- Before financing occurs, there must be a showing the project is economically feasible and a determination that an agency is credit worthy.

How Does Revenue Allocation Financing Work?

(Local Economic Development Act)

- When a revenue allocation area is formed, property valuation is calculated on a parcel-by-parcel basis. This is the base assessment roll of the revenue allocation area.
- Base assessment roll for the geographic area under consideration (or collectively if more than one district) cannot exceed 10% of the current assessed value for the entire city.
- Due to redevelopment, it is anticipated the property values will rise. If property values increase above the base value, the added value is called the *increment*.

Revenue Allocation Financing, Continued

- Budget for City, County, and other non-school taxing districts limited to previous year's budget plus 3% and credit for value of new construction and annexation subject to 8% cap, as a result of legislation in 2021 and 2022. By virtue of amendments in 2007, value of new construction within a revenue allocation area is not included in that credit amount. At the time of termination of a revenue allocation area, 80% of the increment value is placed on the new construction roll and available for the overlapping taxing entities to increase budget capacity above the 8% budget cap. County Assessor sets property values.
- County determines tax rate needed to produce budget submitted by City, County, and other taxing districts.
- Tax rates applied to full value of property outside revenue allocation areas; to the base value of property inside revenue allocation areas.
- Taxes from the base value go to the taxing districts.
- Property tax revenue from the incremental value, if any, goes to the urban renewal agency for a limited period of time (20 year max, except for "grandfathered" projects primarily 24 years).

Revenue Allocation Financing, Continued

- The increment or revenue allocation that goes to the urban renewal agency is used to pay for improvements within the urban renewal area.
- An urban renewal agency does not determine property valuation or tax rates.
- Funds received by an urban renewal agency for a given revenue allocation area must be spent in that revenue allocation area with limited exception.
- Funds are invested in activities that are intended to increase prosperity of the revenue allocation area.
- Result is often an increase in property values which would not have otherwise occurred but for redevelopment.
- For project areas established after 2008 and voter approvals after 2008, the urban renewal agency will not receive taxes generated by voter approved levies, such as general obligation bonds, school district plant facilities levies, and supplemental levies.
- Also, no school district emergency levy available to urban renewal agency.

LURA Administers four (4) Project Areas

- Bryden Avenue expires 2038
- East Orchards expires 2037
- Downtown/Normal Hill expires 2041

5th Street entrance into
downtown Lewiston from Levee
Bypass



PUBLIC OVERSIGHT

OPEN MEETINGS ▪ PUBLIC RECORDS ▪ REPORTING REQUIREMENTS

Operating In The Public Eye

URAs comply with the same rules/requirements of other public entities related to open meetings, procurement, public records, etc.

5TH Street view of downtown
Lewiston from Levee Bypass

IMPLEMENTATION

BOARD ▪ CREATION ▪ PLAN ▪ RECENT CHANGES ▪ TAX COMMISSION

Board Composition And Limitations

- The agency's Board of Commissioners may have 3 to 9 members, who are appointed by the Mayor and confirmed by the City Council (or by County Commission for County urban renewal agencies).
- Currently approximately 48 Idaho cities have urban renewal agencies. Most of these agencies have one or more City Council members on the Board of Commissioners, but members of the local governing body shall constitute less than a majority of the agency board members.
- Many of the agencies are staffed by city employees; typically through a city-agency agreement; some use independent consultants; economic development entities; few have full time employees; some cities/ agencies share costs of city employees.

Board Composition, Con't

- Members of the local governing body can only represent less than a majority of the agency board
- Allows the local governing body to terminate the appointed board and designate itself as the board for not more than one (1) calendar year (viewed as a last resort action – rogue or runaway board)
 - Must be by ordinance; “local governing body” does not include the mayor
- Requires board members to be residents of the county where the agency is located

Conflict Of Interest Laws

- Urban Renewal Law – Interested Public Officials, Commissioners or Employees, Idaho Code § 50-2017
- Ethics in Government Act of 2015 – Chapter 4, Title 74
 - Gifts/gratuities/events
- Prohibitions against Contracts with Officers – Chapter 5, Title 74

Ethics in Government Act of 2015: Describes the Public Trust and Fiduciary Obligation

POLICY AND PURPOSE. It is hereby declared that the position of a public official at all levels of government is a public trust and it is in the public interest to:

- 1) Protect the integrity of government throughout the state of Idaho while at the same time facilitating recruitment and retention of personnel needed within government;
- (2) Assure independence, impartiality and honesty of public officials in governmental functions;

- (3) Inform citizens of the existence of personal interests which may present a conflict of interest between an official's public trust and private concerns;

- (4) Prevent public office from being used for personal gain contrary to the public interest;

- (5) Prevent special interests from unduly influencing governmental action; and

- (6) Assure that governmental functions and policies reflect, to the maximum extent possible, the public interest.

I.C. § 74-402

Ethics in Government: Defines Conflict of Interest

- A serving board member has an important fiduciary duty to that entity.
- The Ethics in Government Act defines a conflict of interest.

“Conflict of interest” means any official action or any decision or recommendation by a person acting in a capacity as a public official, the effect of which would be to the **private pecuniary benefit** of the person or a member of the person’s household, or a business with which the person or a member of the person’s household is associated

I.C. § 74-403(4)

Ethics in Government: Exception to Conflict of Interest Provision

- Exceptions to the conflict of interest provision:
 - Where the actions of the public body provide a benefit to a certain class of people, and a public official happens to be a member of that class.
 - There is a de minimis value of goods and services that a public official may receive without violating any of these provisions.
 - A specific exception for non-compensated public officials is set out in I.C. §74-405. This exception applies only when the contract for services has been subject to public bid and the appointed official submitted the lowest bid.

When a person is a public official by reason of his appointment or election to a governing board of a governmental entity for which the person receives no salary or fee as compensation for his service on said board, he shall not be prohibited from having an interest in any contract made or entered into by the board of which he is a member, if he strictly observes the procedure set out in section 18-1361A, Idaho Code.

I.C. § 74-405.

Urban Renewal Law: Contains a Broader Conflict of Interest Prohibition

- I.C. § 50-2017 prohibits board members from having an interest in a contract or real property connected to an urban renewal project, whether or not the urban renewal agency itself is a contracting party or not.
- Provision has not been amended since the Urban Renewal Law was enacted in 1965.
- Provision likely based on a model act required by HUD to receive federal funding assistance.
- Provision was likely intended to prevent a board member from investing in real estate in an urban renewal area.

...voluntarily acquiring any personal interest, direct or indirect, in any urban renewal project, or in any property included or planned to be included in any urban renewal project in such municipality or in any contract or proposed contract in connection with such urban renewal project. Where such acquisition is not voluntary, the interest acquired shall be immediately disclosed in writing to the agency and such disclosure shall be entered upon the minutes of the agency.

I.C. § 50-2017

Urban Renewal Law: Exception to Conflict of Interest Prohibition

- There is an exception created for board members that own property in the urban renewal project area at the time the member is appointed.
- Provision is likely intended to address those situations of appointing a board member who may own property within the urban renewal project area.

...If any such official, commissioner or employee presently owns or controls, or owned or controlled within the preceding two (2) years, any interest, direct or indirect, in any property which he knows is included or planned to be included in an urban renewal project, he shall immediately disclose this fact in writing to the agency, and such disclosure shall be entered upon the minutes of the agency, and any such official, commissioner or employee shall not participate in any action by the municipality (or board or commission thereof), or urban renewal agency affecting such property.

I.C. § 50-2017

Conflict of Interest Under I.C. § 18-1359: Criminal Misdemeanor

- Care must be taken that information obtained in your position as Board Member be disclosed or used which would benefit you or a person in whose welfare you have an interest (i.e. family members).
- Violation of I.C. § 18-1359 is a criminal misdemeanor.

“No public servant shall:

(a) Without the specific authorization of the governmental entity for which he serves, use public funds or property to obtain a pecuniary benefit for himself.

(b) Solicit, accept or receive a pecuniary benefit as payment for services, advice, assistance or conduct customarily exercised in the course of his official duties. This prohibition shall not include trivial benefits not to exceed a value of fifty dollars (\$50.00) incidental to personal, professional or business contacts and involving no substantial risk of undermining official impartiality.

(c) Use or disclose confidential information gained in the course of or by reason of his official position or activities in any manner with the intent to obtain a pecuniary benefit for himself or any other person or entity in whose welfare he is interested or with the intent to harm the governmental entity for which he serves

(d) Be interested in any contract made by him in his official capacity, or by any body or board of which he is a member, except as provided in section 18-1361, Idaho Code.

I.C. § 18-1359(1)(a) through (d)

How Are Urban Renewal Areas Formed?

- Idaho Urban Renewal Law first adopted in 1965 states there exists in municipalities deteriorating areas which justify the powers conferred by the Act and use of public funds for that purpose.
- City Council (or County Commission) must make preliminary finding there are one or more deteriorating areas within city (or county) (or competitively disadvantaged border community) in order to activate an urban renewal agency.
- Mayor and City Council (or County Commission) appoint urban renewal agency board members.
- Same agency board governs/oversees the several project areas; urban renewal plans with the municipality.

Steps to Create a RAA

- Designate a study area for potential creation of an urban renewal district
- Determine whether conditions within the study area meet the criteria established in State Law (Idaho Code §§ 50-2903(8), 50-2018(8) and (9)) and make the requisite findings in an eligibility report
- Retain independent, third party consultant to review area and prepare study report. Supports credibility of findings.

Definition of Deteriorated Area – I.C. § 50-2903(8)-see also, I.C. §§ 50-2018(8) and (9)

"Deteriorated area" means:

(a) Any area, including a slum area, in which there is a predominance of buildings or improvements, whether residential or nonresidential, which by reason of dilapidation, deterioration, age or obsolescence, inadequate provision for ventilation, light, air, sanitation, or open spaces, high density of population and overcrowding, or the existence of conditions which endanger life or property by fire and other causes, or any combination of such factors, is conducive to ill health, transmission of disease, infant mortality, juvenile delinquency, or crime, and is detrimental to the public health, safety, morals or welfare.

(b) Any area which by reason of the presence of a substantial number of deteriorated or deteriorating structures, predominance of defective or inadequate street layout, faulty lot layout in relation to size, adequacy, accessibility or usefulness, insanitary or unsafe conditions, deterioration of site or other improvements, diversity of ownership, tax or special assessment delinquency exceeding the fair value of the land, defective or unusual conditions of title, or the existence of conditions which endanger life or property by fire and other causes, or any combination of such factors, results in economic underdevelopment of the area, substantially impairs or arrests the sound growth of a municipality, retards the provision of housing accommodations or constitutes an economic or social liability and is a menace to the public health, safety, morals or welfare in its present condition and use.

(c) Any area which is predominately open and which because of obsolete platting, diversity of ownership, deterioration of structures or improvements, or otherwise, results in economic underdevelopment of the area or substantially impairs or arrests the sound growth of a municipality. The provisions of section 50-2008(d), Idaho Code, shall apply to open areas.

(d) Any area which the local governing body certifies is in need of redevelopment or rehabilitation as a result of a flood, storm, earthquake, or other natural disaster or catastrophe respecting which the governor of the state has certified the need for disaster assistance under any federal law.

(e) Any area which by reason of its proximity to the border of an adjacent state is competitively disadvantaged in its ability to attract private investment, business or commercial development which would promote the purposes of this chapter.

(f) "Deteriorated area" does not mean not developed beyond agricultural, or any agricultural operation as defined in section 22-4502(1), Idaho Code, or any forest land as defined in section 63-1701(4), Idaho Code, unless the owner of the agricultural operation or the forest landowner of the forest land gives written consent to be included in the deteriorated area, except for an agricultural operation or forest land that has not been used for three (3) consecutive years.

Steps, Continued

- Agency Board concurs with the conclusions of the eligibility report and forwards it to the City Council
- If the City Council adopts the findings in the eligibility report, then the City Council directs the preparation of an urban renewal plan for the area; plan must include certain information with specificity – see I.C. 50-2905
- Agency prepares and approves the plan and forwards it to the City Council
- City Council receives the plan and refers it to the Planning and Zoning Commission for a determination that the plan is consistent with the City's Comprehensive Plan

Steps, Continued

- City Council refers the plan to the affected taxing entities and provides at least 30-days' notice of the public hearing
- Planning and Zoning Commission determines that the plan is consistent with the City's Comprehensive Plan.
- City Council holds public hearing; determines whether to adopt plan and form the revenue allocation area.
- City Council adopts the plan, including a revenue allocation financing provision, by ordinance
- Those cities/counties that did not already have an urban renewal agency established prior to July 1, 2011, must seek voter approval to establish the agency
- Generally, the plan approval process takes about 6 months for a clearly defined project; oftentimes can take 12+ months

Additional Considerations

- Must demonstrate that the proposed area and plan of work is financially feasible
 - Obtains an independent, third-party consultant to prepare the economic feasibility study. Supports credibility of the findings.
- Must determine that the combined base assessment value of all existing urban renewal districts and any proposed urban renewal districts does not exceed 10% of the total city assessed value (taxable value comparison)
- Owners of “agricultural operations” and “forest lands” must provide written consent

Deannexations

- Pursuant to Idaho Code § 50-2903A, deannexations to a RAA do not trigger a re-set of the base assessment roll values.
- Deannexations are authorized by statute, but not much more guidance is provided.
- The City Council cannot deannex parcels from a RAA without going through the plan amendment process, which includes creation of a plan amendment, new maps/legals, agency recommendation, 30 day notice of the public hearing, transmittal of the plan and attachments to the taxing entities, city council public hearing, and ordinance adoption.
- Revenue from the parcels to be deannexed, or the RAA, may be security for an agency obligation requiring lender consent.

Deannexations, Continued

- County will have to provide you with the base and increment values on a parcel by parcel basis
- In a deannexation there are two benefits: 1) full value of the property is available to the taxing districts to be used in the budget-levy setting process; and 2) 80% of the increment value is placed on the new construction roll, which is used to calculate a budget capacity increase (above 3% and 8% budget caps).
- In order to avoid significant levy swings, it is important for the deannexation process to be completed (meaning ordinance published, recorded and transmitted) no later than the **4th Monday of July**, which means the process must start early.
- Provide the STC with maps/legals as early in the process as possible to avoid issues.

Urban Renewal Plan - Generally

- A revenue allocation area exists for 20 years (pre-2011 plans grandfathered for longer term of 24 years)
- The urban renewal plan provides the Agency with a process and a basic framework within which to consider and proceed with specific projects
- Due to the length of time a plan is in existence, the plan maintains some flexibility to allow the Agency to respond to changing market and economic conditions.
- Amendments are limited by I.C. § 50-2033 and 50-2903A
 - Cannot amend plan to extend term beyond max term allowed by law
 - Can amend plan one time to add geographic area – limited to 10% of existing RAA
 - Permissible to amend plan to add new projects
 - House Bill 436 (2025) allows for an extension of revenue allocation authority for up to twenty years for a one-owner property of manufacturing project.”
 - House Bill 436 also allows for a fire district or ambulance service district within a revenue allocation area to opt out of an existing revenue allocation area providing no indebtedness or other financial obligation of the urban renewal agency. For urban renewal plans under consideration after July 1, 2025, a fire district or ambulance district must consent to inclusion within a revenue allocation area. House Bill 436 also provides for an alternative method to terminate a revenue allocation area and provides for a process to dissolve an urban renewal agency.
 - Plans adopted post-2016 cannot be amended without resetting the base value to current value; limited exceptions

Sample Analysis When Considering a New Project

- Is the proposed project within the boundaries of an existing RAA?
- Is the proposed project permitted by the Urban Renewal Law or the Local Economic Development Act?
- Is the proposed project a municipal building or a multipurpose sports stadium complex?
- Is the proposed project consistent with the urban renewal plan?
- Is the plan a pre-or-post July 1, 2016, plan?
- Is a plan amendment possible or necessary?
- Is the proposed project within the jurisdictional boundaries of the city?
- Is the proposed project consistent with the City's comp plan?
- Does the property at issue have an ag exemption, or has the property been used for ag purposes within the last 3 years?
- Funding?

Property Acquisition

- Agency has the authority to acquire property; however, the definition of “urban renewal plan” in the Law requires identification of property to be acquired by the Agency. See, I.C. § 50-2018(12)
- The Agency may acquire property by negotiation or condemnation. See, Idaho Code § 50-2010 subject to limitations which require city council approval. The Agency’s ability to exercise the power of eminent domain subject to the limitations set forth in Title 7, Chapter 7, Idaho Code, specifically I.C. § 7-701A (advisory capacity to City Council)

Property Disposition

- Procedures for the disposition of property are set forth in Idaho Code § 50-2011. Property cannot be given to a private person/entity/non-profit without going through a competitive bidding process.
- Idaho Code § 50-2011(f): Property previously acquired or acquired by an agency for rehabilitation and resale shall be offered for disposition within three (3) years after completion of rehabilitation, or an annual report shall be published by the agency in a newspaper of general circulation...listing any rehabilitated property held by the agency in excess of such three (3) year period, stating the reasons such property remains unsold and indicating plans for its disposition.



ISSUES IDENTIFIED OVER THE YEARS

BY THE IDAHO LEGISLATURE AND URBAN RENEWAL CRITICS

Issues

- Definition of blight/deteriorating conditions
- The development of open land/Greenfield development
- Board composition/qualifications /conflict of interest/election
- Enforcement of the 10% rule/compliance/punishment if the limit is exceeded
- Perceived lack of accountability/ transparency to the general public
- Long term debt without vote
- Reset of base assessment value
- “Distinguish TIF use for “blight” from economic development/mixed use projects
- Provide taxing entities with meaningful input/comment/consultation/consent rights
- Rebates to taxing districts
- Property tax impact
- “Giveaways”
- Penalties for non-compliance
- Limitations on types of projects that can be funded

URBAN RENEWAL IN IDAHO

A Valuable Tool Worth Preserving

O'Sullivan Legal PLLC

PO Box 8027
3120 S Grand Blvd
Spokane, 99203
PHONE: 5094344547

INVOICE

INVOICE NUMBER: 398
INVOICE DATE: JULY 01, 2025

City of Lewiston URA
215 D Street
Lewiston, ID 83501

DATE	PROJECT	DESCRIPTION	HOURS	RATE	AMOUNT
JUN-10-25	General Legal	Prepare for and attend meeting	0.50	\$295.00	\$147.50
		Total amount of this invoice			\$147.50

ACCOUNT INFORMATION

Prior account balance as of JUN-02-2025	\$324.50
Invoice 398 JUL-01-2025	\$147.50
Current account balance	\$472.00

AMOUNT DUE: \$472.00

251 E. Front Street, Suite 300
Boise, Idaho 83702
Tax ID No. 82-0451327
Telephone 208-343-5454
Fax 208-384-5844



May 31, 2025

Lewiston Urban Renewal Agency
City of Lewiston
PO Box 617
Lewiston, ID 83501

Invoice No. 215174
Client No. 898
Matter No. 1
Billing Attorney: MSC

INVOICE SUMMARY

For Professional Services Rendered from May 6, 2025 through May 31, 2025.

RE: Special Counsel

Total Professional Services	\$ 997.50
Total Costs Advanced	<u> \$.00</u>
TOTAL THIS INVOICE	\$ 997.50

ELAM & BURKE

May 31, 2025

Invoice No. 215174

Client No. 898

Matter No. 1

Billing Attorney: MSC

PROFESSIONAL SERVICES

Date	Atty	Description	Hours
5/06/25	MSC	Call with Katie Hollingshead to discuss the scope of the Agency training, areas of interest, and next steps. Work on preparing presentation materials for the Agency Board training.	1.10
5/07/25	RPA	Review previous presentations for urban renewal 101 and House Bill 436. Consider new slides and updates for the presentation. Coordinate next steps for the upcoming Board meeting.	1.50
5/11/25	MSC	(NO CHARGE) Work on preparing presentation materials.	.30
5/13/25	MSC	Work on preparing for the Board training. Attend and participate in the Agency Board training.	1.30
5/13/25	RPA	(NO CHARGE) Attend Lewiston URA Board meeting on urban renewal authority and limitations. Review presentation material.	1.00

TOTAL PROFESSIONAL SERVICES \$ 997.50

SUMMARY OF PROFESSIONAL SERVICES

Name	Staff Level	Rate	Billed Hours	Billed Amount	Non-Chargeable Hours	Non-Chargeable Amount
Armbruster, Ryan P.	Of Counsel	265.00	1.50	397.50	1.00	265.00
Conrad, Meghan S.	Shareholder	250.00	2.40	600.00	.30	75.00
Total			3.90	\$ 997.50	1.30	\$ 340.00

TOTAL THIS INVOICE \$ 997.50

251 E. Front Street, Suite 300
Boise, Idaho 83702
Tax ID No. 82-0451327
Telephone 208-343-5454
Fax 208-384-5844



May 31, 2025

Lewiston Urban Renewal Agency
City of Lewiston
PO Box 617
Lewiston, ID 83501

Invoice No. 215174
Client No. 898
Matter No. 1
Billing Attorney: MSC

REMITTANCE

RE: Special Counsel

BALANCE DUE THIS INVOICE

\$ 997.50

ONLINE PAYMENTS

Elam & Burke is committed to offering safe, secure, and convenient options to pay your bill using Visa, MasterCard, Discover, American Express, Apple Pay, Google Pay, and eCheck.

NOTE: A convenience surcharge will be applied to all of these transactions.

To pay online, please click here: [Pay Now](#) or go to: www.elamburke.com/payments

ACH PAYMENTS IN USD

Account Holder: Elam & Burke, PA
Bank Name: U.S. Bank
Branch Name: Meridian CenterPoint Office
Account Number: 82982196
ABA Routing Number: 021052053

CHECK PAYMENTS

All checks should be made payable to:
Elam & Burke, PA
ATTN: Accounts Receivable
251 E. Front Street, Suite 300
Boise, ID 83702
(Please return this advice with payment.)

Please reference: Invoice 215174, File # 898 - 1 on all payments.

INVOICES ARE PAYABLE UPON RECEIPT
Thank you! Your business is greatly appreciated.

**URBAN RENEWAL AGENCY
FISCAL YEAR 2025
SUMMARY OF ACTIVITY (as of 04/30/25)**

	DATE	East Main (#4)	East Orchards Sewer (#5)	Bryden (#6)	Downtown/Normal Hill (#7)	Total
9/30/2024		4,456.40	1,819,569.90	1,430,802.55	336,479.69	3,591,308.54
RECEIPTS:						
Monthly Urban Renewal Collections (Property Tax)	OCT'24-SEPT'25	470.03	429,814.81	366,327.89	173,424.64	970,037.37
Reimbursements	OCT'24-SEPT'25					-
City of Lewiston PW Reimbursement						-
Twin River Bank Interest Earned	OCT'24-SEPT'25		1,035.99	801.03	446.21	2,283.23
State Investment Interest Earned	OCT'24-SEPT'25		19,063.33	40,645.51	9,679.17	69,388.01
EXPENDITURES:						
1550 - Pmt to O'Sullivan Legal PLLC	OCT'24	(33.12)	(33.12)	(33.13)	(33.13)	(132.50)
1041BB - Pmt to City of Lewiston	OCT'24		(101,974.75)			(101,974.75)
1551 - Pmt to City of Lewiston	NOV'24	(2,805.82)				(2,805.82)
1552 - Pmt to City of Lewiston	NOV'24	(1,661.28)				(1,661.28)
1553 - Pmt to City of Lewiston	NOV'24	(392.44)				(392.44)
1554 - Pmt to City of Lewiston	NOV'24	(33.77)				(33.77)
1555 - Pmt to O'Sullivan Legal PLLC	NOV'24		(79.50)	(79.50)	(79.50)	(238.50)
1556 - Pmt to O'Sullivan Legal PLLC	JAN'25		(97.17)	(97.17)	(97.16)	(291.50)
1557 - Pmt to Redevelopment Association	FEB'25		(1,533.34)	(1,533.33)	(1,533.33)	(4,600.00)
1558 - Pmt to O'sullivan Legal PLLC	FEB'25		(236.00)	(236.00)	(236.00)	(708.00)
1559 - Pmt to O'Sullivan Legal PLLC	MAR'25		(216.34)	(216.33)	(216.33)	(649.00)
1560 - Pmt to ICRMP	MAR'25		(435.34)	(435.33)	(435.33)	(1,306.00)
1561 - Pmt to City of Lewiston	MAR'25		(5,059.25)	(5,059.25)	(5,059.25)	(15,177.75)
1562 - Pmt to O'Sullivan Legal PLLC	APR'25		(167.17)	(167.17)	(167.16)	(501.50)
						-
BALANCE		(0.00)	2,159,652.05	1,830,719.77	512,172.52	4,502,544.34
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		(0.00)	1,531,133.42	1,830,719.77	512,172.52	3,874,025.71

	East Main (#4)	East Orchards Sewer (#5)	Bryden (#6)	Downtown/Normal Hill (#7)	Total
Twin River National Bank	(0.00)	27,137.30	72,945.60	24,614.29	124,697.19
Banner Bank - Public Funds Checking Unrestricted		399,939.66		-	399,939.66
Banner Bank - Public Fund Checking Restricted		628,518.63		-	628,518.63
State Investment Pool Fund		-	1,104,056.58	487,558.35	3,349,389.21
	(0.00)	2,159,652.17	1,830,719.88	512,172.64	4,502,544.69

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

URBAN RENEWAL AGENCY
FISCAL YEAR 2025
SUMMARY OF ACTIVITY (as of 5/31/25)

	DATE	East Main (#4)	East Orchards Sewer (#5)	Bryden (#6)	Downtown/Normal Hill (#7)	Total
9/30/2024		4,456.40	1,819,569.90	1,430,802.55	336,479.69	3,591,308.54
RECEIPTS:						
Monthly Urban Renewal Collections (Property Tax)	OCT'24-SEPT'25	470.03	430,154.07	368,136.26	173,772.45	972,532.81
Reimbursements	OCT'24-SEPT'25					-
City of Lewiston PW Reimbursement						-
Twin River Bank Interest Earned	OCT'24-SEPT'25		1,058.00	864.02	466.04	2,388.06
State Investment Interest Earned	OCT'24-SEPT'25		23,147.80	47,148.41	11,482.91	81,779.12
EXPENDITURES:						
1550 - Pmt to O'Sullivan Legal PLLC	OCT'24	(33.12)	(33.12)	(33.13)	(33.13)	(132.50)
1041BB - Pmt to City of Lewiston	OCT'24		(101,974.75)			(101,974.75)
1551 - Pmt to City of Lewiston	NOV'24	(2,805.82)				(2,805.82)
1552 - Pmt to City of Lewiston	NOV'24	(1,661.28)				(1,661.28)
1553 - Pmt to City of Lewiston	NOV'24	(392.44)				(392.44)
1554 - Pmt to City of Lewiston	NOV'24	(33.77)				(33.77)
1555 - Pmt to O'Sullivan Legal PLLC	NOV'24		(79.50)	(79.50)	(79.50)	(238.50)
1556 - Pmt to O'Sullivan Legal PLLC	JAN'25		(97.17)	(97.17)	(97.16)	(291.50)
1557 - Pmt to Redevelopment Association	FEB'25		(1,533.34)	(1,533.33)	(1,533.33)	(4,600.00)
1558 - Pmt to O'sullivan Legal PLLC	FEB'25		(236.00)	(236.00)	(236.00)	(708.00)
1559 - Pmt to O'Sullivan Legal PLLC	MAR'25		(216.34)	(216.33)	(216.33)	(649.00)
1560 - Pmt to ICRMP	MAR'25		(435.34)	(435.33)	(435.33)	(1,306.00)
1561 - Pmt to City of Lewiston	MAR'25		(5,059.25)	(5,059.25)	(5,059.25)	(15,177.75)
1562 - Pmt to O'Sullivan Legal PLLC	APR'25		(167.17)	(167.17)	(167.16)	(501.50)
1563 - Pmt to O'Sullivan Legal PLLC	MAY'25		(295.00)	(295.00)	(295.00)	(885.00)
1564 - Pmt to Presnell Gage PLLC	MAY'25		(1,783.34)	(1,783.33)	(1,783.33)	(5,350.00)
1565 - Pmt to Elam & Burke	MAY'25		(8.34)	(8.33)	(8.33)	(25.00)
1566 - Pmt to Lewiston Tribune	MAY'25		(8.91)	(8.91)	(8.90)	(26.72)
Banner Bank Paper Statement Fee	May'25		(3.00)			(3.00)
						-
						-
						-
						-
						-
						-
						-
						-
						-
BALANCE		(0.00)	2,161,999.20	1,836,998.46	512,248.34	4,511,246.00
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		(0.00)	1,533,480.57	1,836,998.46	512,248.34	3,882,727.37

	East Main (#4)	East Orchards Sewer (#5)	Bryden (#6)	Downtown/Normal Hill (#7)	Total
Twin River National Bank	(0.00)	25,402.98	72,721.39	22,886.37	121,010.74
Banner Bank - Public Funds Checking Unrestricted		399,936.66		-	399,936.66
Banner Bank - Public Fund Checking Restricted		628,518.63		-	628,518.63
State Investment Pool Fund		-	1,108,141.05	1,764,277.18	489,362.09
	(0.00)	2,161,999.32	1,836,998.57	512,248.46	4,511,246.35

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

URA BUDGET FY26 ** DRAFT **

Adopted: 8/xx/25

	AREA 5 EOS	AREA 6 BRYDEN	AREA 7 DOWNTOWN
REVENUES			
Bond Proceeds	\$ -	\$ -	\$ -
Tax Receipts	690,000	560,000	220,000
Interest	20,000	45,000	11,000
City of Lewiston	-	-	-
Total Revenues	\$ 710,000	\$ 605,000	\$ 231,000
EXPENSES			
Project Costs	\$ 1,498,383		\$ -
Bond Costs	-	-	-
Interest	54,366	-	-
Principle	94,584	-	-
Professional Services ⁽¹⁾	18,000	18,000	18,000
Publications/misc	300	300	300
Total Expenses	\$ 1,665,633	\$ 18,300	\$ 18,300
Subtotal: Revenues Less Expenses	\$ (955,633)	\$ 586,700	\$ 212,700
FUND BALANCE BEGINNING OF YEAR	\$ 2,161,999	\$ 1,836,998	\$ 512,248
PLUS TOTAL REVENUES	710,000	605,000	231,000
LESS TOTAL EXPENSES	1,665,633	18,300	18,300
FUND BALANCE END OF YEAR	\$ 1,206,366	\$ 2,423,698	\$ 724,948
Debt Service Reserve	\$ 628,519		
Projected Available Fund Balance	\$ 577,847	\$ 2,423,698	\$ 724,948

⁽¹⁾ Audit, Insurance, Legal, RAI Dues, Admin Services