# May 09, 2023

THE URBAN RENEWAL AGENCY BOARD OF THE CITY OF LEWISTON, IDAHO, met in a regular meeting Tuesday, May 09, 2023, at Lewiston City Hall. Vice Chairperson Sheila Bond called the meeting to order at 12:00 p.m.

## I. CALL TO ORDER

*BOARD MEMBERS PRESENT:* Sheila Bond, Vice Chairperson; Don Beck; Joe Anderson; Rick Tousley; A.L. “Butch” Alford; Tim Switzer

*BOARD MEMBERS EXCUSED*:

*STAFF MEMBERS PRESENT:* Shannon Grow, URA Director; Dawn Ortiz, Community Development Specialist; Aaron Butler, IT; Luke Antonich, City Engineer; Katie Hollingshead, Assistant Planner

*OTHERS PRESENT:* Jennifer Douglass, URA Attorney; Doug Havens, County Commissioner; Hannah Liedkie, City Council President

## II. CITIZEN COMMENTS

Doug Havens, County Commissioner provided statements from select individuals about URA impact. Mr. Havens stated it is really important that when choosing projects, they are ranked high and something the County and City would really want to complete. He stressed how important it is that the Board understands where the money is coming from. He doesn’t agree with the lawyer’s opinions on who can serve as an officer and also doesn’t agree with how much money is spent on attorney fees.

## III. CORRECTIONS OR ADDITIONS TO AGENDA

Vice Chairperson Bond stated there was a request to have the invoice for Douglass Law, PLLC to be removed from the agenda.

Board members Anderson and Beck moved and seconded, respectively, to approve the active agenda with the removal of the invoice for Douglass Law, PLLC from the agenda. The motion carried 6-0.

## IV. ACTIVE AGENDA (ACTIVE ITEM)

**A. Election of Officers, Chairperson and Vice Chairperson**

Jennifer Douglass, URA Attorney stated the advice she received from Megan Conrad with Elam & Burke was that the Port would most likely be the one entity that would have the least potential of a conflict of interest to serve as an officer for the URA. She also stated that she is going to diverge from this recommendation and mentioned that a lack of experience would be a bigger concern than a potential conflict of interest that may surface over the course of a board member serving as chair. Also that as conflict arise, the board will address them at that time.

Board members Alford and Anderson moved and seconded, respectively, the nomination of Sheila Bond for Chairperson.
Member Rick Tousley voted yes
Member Don Beck voted yes
Member Joe Anderson voted yes
Member A.L. “Butch” Alford voted yes
Member Tim Switzer voted yes
The motion carried 6-0.

Board members Bond and Tousley moved and seconded, respectively, the nomination of Joe Anderson for Vice-Chairperson.
Member Rick Tousley voted yes
Member Don Beck voted yes
Member A.L. “Butch” Alford voted yes
Chairperson Bond voted yes
Member Tim Switzer voted yes
The motion carried 6-0.

**B. Approval of Minutes, April 11, 2023**

Vice Chairperson Anderson and board member Beck moved and seconded, respectively, to approve the April 11, 2023 minutes. Ms. Douglass suggested a few changes to the minutes. Motion died.

Board member Tousley and Vice Chairperson Anderson moved and seconded, respectively, to approve the April 11, 2023 minutes with corrections mentioned. Director Grow suggested tabling the April 11, 2023 minutes until the next meeting.

Approval of April 11, 2023 minutes were tabled until the next meeting.

**C. Financial Summary, April 2023 Information**

Director Grow verbally presented the April 2023 financial summary.

Vice Chairperson Anderson asked when the annual bond payment is due for the East Orchards RAA.

Director Grow stated usually in August.

**D. Approval of Invoice**

1. **Presnell & Gage, 2022 Financial Statements, $4,300**

   Board members Alford and Beck moved and seconded, respectively, to approve payment of an invoice for Presnell & Gage 2022 Financial Statement in the amount of $4,300. The motion carried 6-0

2. **Elam & Burke, URA training presentation, $0**

   Vice Chairperson Anderson asked staff to thank Elam & Burke for the training.

**E. Main/East Main RAA #4 – Future direction of Main/East Main RAA #4**

Director Grow refreshed the URA board with a summary of the remaining projects left in RAA #4. The waterline moving up Mill Road does already exist but is undersized. Previously the URA and the City have agreed to fund 50/50 for projects, but the City cannot contribute to this project right now. The URA might not be able to complete this project until 2027 or 2028 if the URA is to move forward with this project by itself. Director Grow did talk with one property owner, the largest parcel owned by West Construction and they are not interested in partnering.

Board member Beck stated he would talk with the other County Commissioners to see if there is any interest in the County to contribute to this project.

Board member Tousley doesn't see the motivation in proceeding if none of the entities on the waterline are interested.

Director Grow stated the Board can wait to hear back from the county before making a decision.

The Board decided to table this item until the next meeting and add Main/East Main RAA #4 to the June meeting.

## V. UNFINISHED AND NEW BUISNESS

**A. Board Member Comments**

Board member Tousley will not be able to attend on June 13, 2023 meeting.

Director Grow stated that in July staff will not be able to attend the regular meeting and will be looking at an alternate date, such as the following Tuesday, July 18th.

Board member Alford mentioned that the attorney fees are an investment and a wise one by the board.

Board member Tousley mentioned the Library Foundation is having a gala on June 10, 2023 and he is selling tickets. Board member Butch stated it is a great fun event to support the Library.

**1. Present Plaque to JoAnn Cole-Hansen**

Board did acknowledge the knowledge that JoAnn Cole-Hansen had for the URA and she will be missed.

Board member Beck stated that he will donate money for the plaque so the URA is not using property tax money.

**B. Staff Comments**

None

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

There being no further business, Board members Tousley and Anderson moved and seconded, respectively, to adjourn. The motion carried 6-0 and the Urban Renewal Agency Board adjourned at approximately 12:44 p.m.

| RESPECTFULLY SUBMITTED, | ATTEST: |
|---|---|
| ___________________________ | ___________________________________ |
| DAWN ORTIZ,<br>RECORDING SECRETARY | URBAN RENEWAL AGENCY CHAIR |

Approved this _____ day of ________________, 2023.