

July 20, 2023

THE URBAN RENEWAL AGENCY BOARD OF THE CITY OF LEWISTON, IDAHO, met in a special meeting Tuesday, July 20, 2023, 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; Joe Anderson, Vice Chairperson; Don Beck; A.L. "Butch" Alford; Tim Switzer; Rick Tousley

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; Joe Kaufman, Engineering Project Supervisor

OTHERS PRESENT: Jennifer Douglass, URA Attorney

II. CITIZEN COMMENTS

None

III. CORRECTIONS OR ADDITIONS TO AGENDA

None.

IV. ACTIVE AGENDA (ACTIVE ITEM)

A. Approval of Minutes, June 13, 2023

Vice Chairperson Anderson and board member Beck moved and seconded, respectively, to approve the June 13, 2023 minutes with approved changes. The motion carried 6-0.

B. Approval of Invoice

1. Douglass Law, PLLC Invoice 364, June 2023, \$390

Vice Chairperson Anderson and board member Switzer moved and seconded, respectively, to approve payment of an invoice for Douglass Law, PLLC invoice 364 in the amount of \$390. The motion carried 6-0.

C. Review of financial summary, June 2023

Director Grow verbally presented the June 2023 financial summary.

D. FY2023 Budget Amendments

Director Grow verbally reviewed the FY2023 budget amendments with board. Director Grow stated the Board will need to decide if an additional payment to the bond will be paid this year because she will need to let the bank know a couple of weeks prior to the September 1 payment.

Joe Kaufman, Engineering Project Supervisor provided a verbal update on the design plans for East Orchards Sewer extension. Plans might be available at the September or August meeting.

Luke Antonich, City Engineer stated the expansion of the trunk lines in east orchards has spurred a lot of growth and expansion.

Vice Chairperson Anderson and board member Alford moved and seconded, respectively, to approve FY2023 Budget Amendment with \$200,000 for additional bond payment. The motion carried 6-0.

E. Draft Budget for 2024

Director Grow verbally reviewed the FY 2024 draft budget with the board.

Vice Chairperson Anderson and board member Tousley moved and seconded, respectively, to approve FY2024 Budget for publication. The motion carried 6-0.

F. URA Attorney Ending Representations/Search for New Legal Council

Jennifer Douglas, URA Attorney stated she was resigning from the URA due to an increased work load she verbally expressed her goodbyes and appreciation to the board.

Chairperson Bond asked Director Grow to reach out to Elam & Burke for representation or advice.

V. UNFINISHED AND NEW BUISNESS

A. Board Member Comments

Board member Tousley expressed concern for the board due to the recent loss of institutional knowledge.

Board member Beck stated the way taxes have changed recently, elected officials need to be careful about how tax dollars are spent.

Board member Alford stated the URA has been very conservative by only doing infrastructure that brings money to all governmental entities.

B. Staff Comments

Director Grow stated that City Council has given options for funding Byrden Ave reconstruction. Director Grow will invite Public Works Director to provide information at the next meeting and will extend an invitation to Barney Metz from LOID.

VI. ADJOURN (ACTION ITEM)

There being no further business, Board member Tousley and Vice Chairperson Anderson moved and seconded, respectively, to adjourn. The motion carried 6-0 and the Urban Renewal Agency Board adjourned at approximately 12:56 p.m.

RESPECTFULLY SUBMITTED,

ATTEST:

DAWN ORTIZ,
RECORDING SECRETARY

URBAN RENEWAL AGENCY CHAIR

Approved this _____ day of _____, 2023.