October 10, 2023

THE URBAN RENEWAL AGENCY BOARD OF THE CITY OF LEWISTON, IDAHO, met in a regular meeting Tuesday, October 10, 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; Joe Gish; Jim Kleeburg; A.L. "Butch" Alford; Tim Switzer;

BOARD MEMBERS EXCUSED:

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

OTHERS PRESENT: Thaddeus O'Sullivan, O'Sullivan Legal PLLC

II. CITIZEN COMMENTS

None.

III. CORRECTIONS OR ADDITIONS TO AGENDA

None.

IV. ACTIVE AGENDA (ACTIVE ITEM)

A. Approval of Minutes, September 12, 2023 – Action Item

Vice Chair Anderson and Board member Gish moved and seconded, respectively to approve the September 12, 2023 meeting minutes. Motion passed 7-0.

B. Approval of Invoices

1. **City of Lewiston, Reimbursement for EOS III Costs, Invoice 2, $21,277.65**
2. **Elam & Burke, Invoice 204164, $25.00**

Director Grow clarified for the board that reimbursement to the City from September had been voided because of a transposition of the dollar amount, and that part of this invoice before the board would replace that $17,755 amount that had been approved with the corrected amount of $17,577.

Vice Chair Anderson and Board member Beck moved and seconded, respectively to approve invoices for both City of Lewiston and Elam & Burke. Motion passed 7-0.

C. Review of Financial Summary, September 2023 – Information Item

Director Grow provided that the summary was as of September 30, 2023 and included the additional bond payment. She explained that September was the end of the fiscal year and there may be changes to the September 2023 financial summary after accruals are added.

D. Review of draft Engagement Letter with O'Sullivan Legal PLLC – Action Item

Director Grow let the board know that per their direction at the September meeting, she had spoken with Mr. O'Sullivan regarding monthly review of the URA agenda's and meeting attendance. Director Grow introduced Mr. O'Sullivan, who was attending via Zoom, to the board.

Mr. O'Sullivan thanked the board for the opportunity and said that he did not see a need for him attend every URA meeting but that he would like to attend some so that he could meet all the board members and develop a rapport. Mr. O'Sullivan mentioned that he had discussed the travel rate with Director Grow, but that had accidentally been excluded from the engagement letter, travel rate would be ½ of the normal hourly rate. Mr. O'Sullivan said that he has been practicing law for 20 years and was a graduate of Gonzaga, his background is in litigation, but is now practicing general law and represents several different types of municipalities.

Board member Gish asked if Mr. O'Sullivan could combine visits to Lewiston for URA meetings with his current visits to Pullman so that a cost share on travel time could be realized.

The board discussed potentially moving the URA meetings to a different day to accommodate Mr. O'Sullivan attending and possibly sharing travel costs with another municipality. Director Grow offered that the board could chose to amend the current by-laws for a different regular meeting date.

Board member Alford asked Mr. O'Sullivan if he had any experience with URA's and if the Zoom meeting option would be good enough for when he couldn't attend in person. Mr. O'Sullivan said that he has not done legal work for a URA yet, but that he has read the relevant state statutes regarding URA's and feels he can get up to speedy fairly quick. As for the Zoom meeting option, it is great if attending in person isn't possibly but he would prefer attending in person.

There being no other questions for Mr. O'Sullivan, Chair Bond called for the vote. Vice Chair Anderson moved to accept the engagement letter from O'Sullivan Legal PLLC with the amendment that travel time is charged at ½ the hourly rate. Board member Beck provided the second. Motion passed 7-0.

Assistant Director Hollingshead let the board know that members would only need to abstain from voting if they had a conflict of interest that included a monetary benefit to the board member.

V. UNFINISHED AND NEW BUISNESS

A. Downtown URA Review –

Director Grow presented an overview of the Downtown Revenue Allocation Area, creation of the plan, area that it covers and duration of the term. She reviewed the projects outlined in the plan, including water mains, pedestrian staircases, wayfinding, streets, parking lots, parking garages, flood control, wastewater lines, and blight removal. The estimated revenue increment was based on a growth rate of 4% with a total increment of $10.2 million estimated over the 20-year term of the RAA. Current balance of increment collected is $86,692 as of August 2023.

Director Grow stated that the Twin City Foods site is included in the Revenue Allocation Area and that City Council had voted on 10/9/2023 to reopen negotiations regarding the City purchasing the property.

Board member Beck asked for clarification if the City is buying the property or if the URA is buying the property. Director Grow stated that the City is going to try and negotiate the purchase of the property on their own behalf.

Board member Alford asked for further clarification regarding the purchase of the Twin City Foods property. Could the URA purchase the property? Director Grow stated that URA's can purchase property but that the purchase of the Twin City Foods property is not specifically identified as a project in the Downtown Revenue Allocation Area plan. If the URA wanted to pursue the purchase of property, she believed that the plan would need to be amended.

Director Grow continued that the URA could help the city with infrastructure or other improvements that fit with the projects outlined in the plan.

Vice Chair Anderson asked if the URA would have to wait until there was enough increment accrued or would have to go into debt to pay for improvements. Director Grow answered yes, there is the possibility to try and get a bond, but reminded the board that when the bond for the East Orchards Sewer RAA was secured the City of Lewiston secured that bond with a 1 million dollar reserve, and the City may not be in the same position to secure another bond at this time.

Board member Gish then presented an analysis of the Downtown Revenue Allocation Area to the board (attached as appendix A) with an executive summary looking at the possibility of the URA purchasing the Twin City Foods property, taking care of the remediation of the property and then subdividing the property and selling lots to developers. Board member Gish walked the board through some high level assumptions regarding increment revenue and possible outcomes for increased property value.

Board member Alford ask Director Grow to provide a refresh on the possibility of the Bypass Road being moved. Director Grow stated that there was a study done in the early 2000's that looked at rerouting the Bypass Road from its current location. The Bypass Road property is owned by the Corps of Engineers and the Idaho Transportation Department has an easement for the roadway, so there a number of entities involved. The Idaho Transportation Department doesn't have any argument against the rerouting of the road, but they aren't willing to invest any money in a project like that. The URA could look at paying for a project like that but it will be an expensive endeavor. There are concept plans with the Downtown Master Plan and the Waterfront Plan that have already been developed and approved by the City Council. Regardless of who owns the property, the URA could participate in the rehabilitation of the property if that was the desire of the board.

Board member Beck mentioned that with the Railroad abandoning their tracks in the area, those lands are usually reverted back to the original owners and that could possibly cause some issues with land ownership.

Chair Bond asked how the URA could best support the effort. Director Grow stated that under the existing Downtown RAA plan, there are a number of projects that can be accomplished without an amendment to the plan. The board can wait and see where the City goes with the negotiations for the purchase because there should be more information available by the November meeting.

B. Board Member Comments -

Board member Alford let the board know that he missed the September meeting because he was flying fishing on the Lochsa but wanted the board to know that he was thinking of all of them. He asked about the packets and if they are only being distributed via email. Director Grow said that yes, the agenda and the packet will be sent out via email prior to the meeting each month.

C. Staff Comments

None.

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

There being no further business, Board members Alford and Anderson moved and seconded, respectively, to adjourn. The motion carried 7-0 and the Urban Renewal Agency Board adjourned at approximately 12:52 p.m.

RESPECTFULLY SUBMITTED,

Katie Hollingshead

KATIE HOLLINGSHEAD,
RECORDING SECRETARY

ATTEST:

Sheila Bond

URBAN RENEWAL AGENCY CHAIR

Approved this 14 day of November, 2023.

Appendix A

October 10, 2023

Executive Summary – Plan for the Lewiston URA to Buy the Twin City Foods Property

This is an executive summary proposal to refine the existing Downtown RAA Project to purchase and improve the Twin City Foods property by cleaning up the soil, resolving any arbitrary legal issues, creating a development design, installing infrastructure and then subdividing and selling the property for development.

Background: The Twin City Foods property is approximately 13 acres located on the confluence of the Snake and Clearwater river has been vacant for decades. The land contains a water well and sewer lines running underneath the clearwater river to north Lewiston. Some of the ground contains contaminated soil that must be cleaned up prior to development. The Twin City Foods property is 13 acres of one of the most valuable properties in downtown Lewiston as it sits at the confluence of the Snake and Clearwater Rivers and is directly adjacent to the Lewiston Levy.

The URA mission is to take blighted areas, improve them so they can be put back into use and new development can create increased property tax revenue. Improving the approximately 13 acres of Twin City Foods property to allow for development is directly in line with the URA's mission.

Plan Summary:

The URA utilizes bond revenue from the Downtown RAA to buy the Twin City Foods Property, clean up the contaminated soil, resolve any legal issues with the property such as water rights, easement and infrastructure ownership issues. Subcontract an overall development plan for the site, then install infrastructure base on the plan. The site will then be subdivided in to approximately 5 lots for sale to developers.

Assumptions:

1. The Downtown URA will generate at least $10 million is current dollar revenue over its lifespan.
2. Bonds can be issues against this revenue estimate.
3. $10 million will cover the cost of the URA project.
4. The URA can purchase the TCF property
5. DEQ or grants can be attained by the URA to clean up any soil contamination.
6. Once purchased the City and/or URA attorneys can be used to clean up any legal issues with easements, water rights, and ownership of the infrastructure.
7. A development plan for the entire 13 acre parcel can be developed.
8. Infrastructure is put in place based on the development plan.
9. The project is subdivided into 5 smaller parcels to be resold to developers.
10. Each parcel sold represents $10M is added property value.

Downtown RAA Value Chart