November 14, 2023

THE URBAN RENEWAL AGENCY BOARD OF THE CITY OF LEWISTON, IDAHO, met in a regular meeting Tuesday, November 14, 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; Don Beck; Joe Gish; Jim Kleeburg; A.L. "Butch" Alford; Tim Switzer;

BOARD MEMBERS EXCUSED: Joe Anderson, Vice Chairperson;

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

OTHERS PRESENT: Jerry Chavez, President/CEO Valley Vision

II. CITIZEN COMMENTS

None.

III. CORRECTIONS OR ADDITIONS TO AGENDA

None.

IV. ACTIVE AGENDA (ACTIVE ITEM)

A. Approval of Minutes, October 10, 2023 – Action Item

Board members Alford and Beck moved and seconded, respectively to approve the October 10, 2023 meeting minutes. Motion passed 6-0.

B. Approval of Invoices

1. Redevelopment Association of Idaho, Membership Dues, Invoice M16005, $2,600.00

Board member Switzer asked what the invoice was for. Director Grow stated that the Redevelopment Association of Idaho is composed of urban renewal agencies and affiliated organizations from across the State of Idaho and offers a place for those agencies to facilitate communication with other URA's across the state. The Redevelopment Association also does lobbying with the Idaho Legislature on behalf of URA's and provides frequent updates to members during the Legislative session.

Board members Kleeburg and Switzer moved and seconded, respectively, to approve the invoice to Redevelopment Association of Idaho. Motion passed 6-0.

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

Director Grow reviewed the financial summary for October.

Chair Bond asked if there had been an email from Douglass Law regarding monies owed. Director Grow said she had researched and was able to show Douglass Law that the amounts owed had already been paid.

Chair Bond asked about the funds transfer shown on the summary. Director Grow stated that the sweep of the funds in Twin River account to the Banner Bank account is done at end of year each fiscal year.
Board member Gish stated that he had spoken to the Mayor and the City sweeps funds into a money market account. Board member Gish asked if that was an option for the URA accounts and would it be beneficial? Director Grow stated that she could ask the City Treasurer about the possibility of that and bring that information back to the board.

D. Approval of Engagement Letter with Presnell Gage, PLLC for audit services – Action Item
Board members Alford and Gish moved and seconded, respectively, to approve the engagement letter with Presnell Gage, PLLC for audit services. Motion passed 6-0.

V. UNFINISHED AND NEW BUISNESS

A. Downtown RAA #7 –
Director Grow let the board know that the City was still negotiating with Twin City Foods on the possible land purchase and she did not have any further update at this time. Board member Alford asked if Director Grow was maintaining good communication with the City regarding the URA's desire to participate in whatever manner may be appropriate. Director Grow stated that she has spoken extensively to the Mayor about the negotiations.

B. East Orchards Sewer #5 –
Assistant Director Hollingshead let the board know that Joe Kaufman was waiting on the updated agreement from Mountain Water Works to include the additional design work on Segment #7 and was working on a plan for the rock boring work to be completed during the winter months.
Board member Alford asked how many hook ups to the sewer line had occurred to date. Assistant Director Hollingshead said that she didn't know off the top of her head but that it was close to 100. Board member Beck asked how many homes that could hook up had not hooked up to the sewer. Hollingshead stated that she did not know but could research and bring that number back to the board at a later meeting.

Board member Gish asked the board if they would be interested in a value chart for the East Orchards Sewer RAA, similar to the one that he had created for the Downtown RAA. The board agreed that they would like to see a value chart for East Orchards Sewer. Board member Gish said that he would reach out to Assistant Director Hollingshead to get the information that he needs.

C. Board Member Comments -
Board member Beck asked if the board would be meeting in December. Director Grow said that if nothing pressing or invoices that need to be paid, come in, she could reach out to Chair Bond and cancel the meeting.

Chair Bond invited the board to Business After Hours through the Lewis Clark Valley Chamber of Commerce on Thursday, November 16 at 5 pm at the Airport.

D. Staff Comments
None.

VI. ADJOURN (ACTION ITEM)

There being no further business, Board members Kleeburg and Gish moved and seconded, respectively, to adjourn. The motion carried 6-0 and the Urban Renewal Agency Board adjourned at approximately 12:19 p.m.

RESPECTFULLY SUBMITTED,
Katie Hollingshead
KATIE HOLLINGSHEAD,
RECORDING SECRETARY

ATTEST:
Sheila Bonel
URBAN RENEWAL AGENCY CHAIR

Approved this 12 day of December, 2023.