Lewiston Urban Renewal Agency
REGULAR MEETING AGENDA
February 13, 2024 - 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. All others who wish to observe this meeting may watch and listen to the livestream on their own device(s) by visiting the City of Lewiston's website at cityoflewiston.org.

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 Shannon Grow, 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 Agency.

III. **CORRECTIONS OR ADDITIONS TO AGENDA**

IV. **ACTIVE AGENDA**

- **A.** **APPROVAL OF MINUTES, JANUARY 9, 2024 – ACTION ITEM**
- **B.** **APPROVAL OF INVOICES – ACTION ITEM**
  1. **ELAM & BURKE $750.00**
  2. **O'SULLIVAN LEGAL PLLC $265.00:**
- **C.** **REVIEW OF FINANCIAL SUMMARY – INFORMATION ITEM**
  1. **DECEMBER 2023**
  2. **JANUARY 2024**
- **D.** **REVIEW OF DRAFT 2023 ANNUAL REPORT – REVIEW ITEM**

V. **UNFINISHED & NEW BUSINESS**

- **A.** **APPROVAL OF ROCK BORING STUDY WITH MERRICK & COMPANY, $85,500 – ACTION ITEM**
- **B.** **MAIN / EAST MAIN #4: UPDATE**

C. DOWNTOWN RAA#7: UPDATE

D. EAST ORCHARDS SEWER #5: UPDATE

E. BOARD MEMBER COMMENTS

F. STAFF COMMENTS

VI. 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 Community Development Specialist Dawn Ortiz at least forty-eight (48) hours in advance of the meeting at 208-746-1318, ext. 7265.

January 9, 2024

THE URBAN RENEWAL AGENCY BOARD OF THE CITY OF LEWISTON, IDAHO, met in a regular meeting Tuesday, January 9, 2024, 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; Luke Antonich, City Engineer; Aimee Gordon, City Treasurer, Dan Johnson, Mayor

OTHERS PRESENT: Thad O'Sullivan, URA Legal Counsel

II. ELECTION OF CHAIR AND VICE CHAIR FOR 2024

Chairperson Bond asked for nominations for Chairperson for the 2024 year. Board member Alford nominated Sheila Bond. Board member Gish provided the second. Sheila Bond accepts the nomination. There were no other nominations. Motion passed 6-0.

Chairperson Bond asked for nominations for Vice Chairperson for the 2024 year. Chairperson Bond nominated Joe Gish for Vice Chairperson. Board member Switzer provided the second. Joe Gish accepts the nomination. There were no other nominations. Motion passed 6-0.

III. CITIZEN COMMENTS

None.

IV. CORRECTIONS OR ADDITIONS TO AGENDA

Director Grow asked that the review of the financial summary be removed as the bank statement has not yet been processed and the financial summary created for December.

V. ACTIVE AGENDA (ACTIVE ITEM)

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

B. Approval of Invoices

1. O'Sullivan Law, December 2023 Legal Services, $1007.00

Board member's Alford and Switzer moved and seconded, respectively, to approve the minutes and invoice from O'Sullivan Law.

Board member Gish asked if the board could discuss the breakdown of the legal service fees. Director Grow pulled up the invoice that was provided in the meeting packet. Board member Alford asked how the relationship with O'Sullivan Law was going. Director Grow stated that she felt it was going good, and that she had had a meeting with Mr. O'Sullivan to discuss the Main/East Main revenue allocation area and that there was good, open communication. Board member Alford asked if Mr. O'Sullivan would be able to attend a meeting in person in the coming months and both Director Grow and Mr. O'Sullivan answered affirmatively. Chairperson Bond called for the vote. Motion passed 6-0.

VI. UNFINISHED AND NEW BUISNESS

A. Main/East Main RAA #4:

Director Grow stated that following the December meeting, she had met with Mr. O'Sullivan and Megan from Elam & Burke to discuss what options were available to the board.

Option 1 is to do nothing:

- either keep the revenue allocation area open and pursue other projects in the plan or close the revenue allocation area.

Option 2 is to pursue a partnership with the developer:

- Plan amendment is not recommended
- Close the Revenue Allocation Area or de-annex the subject property from the existing Revenue Allocation Area
- Establish a new Revenue Allocation Area and create a new plan
  - An eligibility study is recommended to help determine the needs and opportunities for the area and would address housing, utility and road infrastructure needs and how those needs fit into the URA's mission and goals. This study can be done concurrently with the termination of the existing RAA or de-annexation process of the subject property from the existing RAA. An eligibility study typically costs between $5,000 and $10,000 and can be funded by the URA using surplus funds from another RAA (to be paid back once a new RAA is formed), by the City, or by the Developer.

Create a Participation Agreement with the Developer

Developer identifies costs and submits documentation to determine reasonableness of expenses.

URA reimburses developer for costs after accepted by the City.

URA can put strings on development.

Typically, there is a "do not exceed" amount, that is paid over the term of the district.

Board member Gish asked if pursuing Option 2 would be considered favoritism and would it be setting a president where the URA would have to partner with any/all developers. Director Grow said that the URA would review each potential project separately as it was presented by a developer to make sure that it fits the mission and goals of the URA and the applicable Revenue Allocation Area. The URA doesn't have control over who approaches the board with a project but does have control over deciding if a project fits within the mission and goals of the organization.

Mr. O'Sullivan also provided that the proposed development would be beneficial to the surrounding area and not just to the developer's property.

Director Grow stated that she can ask the developer if they have interest in pursuing multifamily development as part of the project and that could tell the board if they want to move forward with partnering on a project with them. Director Grow stated that she could also look for similar projects that other URA's in Idaho have done and what eligibility studies contained for those projects and bring that information back to the board to help provide more information for them to consider when making this decision.

Chairperson Bond asked how long an eligibility study would take. Director Grow stated that she thinks it would take around six (6) months to complete. Board member Alford asked if he was correct in remembering that the project was for water lines and road construction. Director Grow stated yes. The subject property is located between two water zones and the City would be interested in being a partner to determine which of those water zones would be able to ultimately provide additional water service to the subject property. Chairperson Bond asked what happens if the eligibility study comes back and the board decides not to create a new Revenue Allocation Area, what happens. Director Grow stated that a situation like that is definitely an argument against borrowing money from another RAA and to instead ask the developer to front the cost of the study and to include the reimbursement in the development agreement.

Board member Beck asked how long it would take to close down the existing RAA and to open up a new RAA. Director Grow stated it is about 3 months to close one down but a year or so to open a new revenue allocation area and create a plan.

B. **Downtown RAA #7 -** Director Grow stated there was no update. Board member Gish asked if it was known when an update would be provided. Director Grow stated no, she is still waiting for information to be provided to her.

C. **East Orchards Sewer #5 –**
Assistant Director Hollingshead shared that she had received contract amendments for the completion of Segment 7 design and the proposal for the rock boring study and that she and Director Grow had met with Joe Kaufman, Engineering Supervisor, and had made some minor changes to go back to the contractor. The expectation is that those amendments would be on the February agenda for approval.

D. **Board Member Comments -**
Vice Chair Gish stated that he still planned on creating the graph for the East Orchards Sewer project and would be contacting Assistant Director Hollingshead to get the information needed to complete.

E. **Staff Comments**
Director Grow let the board know that the paperwork to join the State Treasurer’s pool has been submitted and that the January financial summary should reflect the sweep of funds to the pool.
Assistant Director Hollingshead asked for rsvp’s for board members planning on attending the volunteer appreciation reception that would be held on February 2, 2024.

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

There being no further business, Board members Alford and Beck moved and seconded, respectively, to adjourn. The motion carried 6-0 and the Urban Renewal Agency Board adjourned at approximately 12:45 p.m.

RESPECTFULLY SUBMITTED, ATTEST:

___________________________ ___________________________________

KATIE HOLLINGSHEAD, RECORDING SECRETARY

URBAN RENEWAL AGENCY CHAIR

Approved this _____ day of ________________, 2024.

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

ELAM & BURKE
ATTORNEYS AT LAW

December 31, 2023

Lewiston Urban Renewal Agency
c/o Shannon Grow
City of Lewiston
PO Box 617
Lewiston, ID 83501

Invoice No.	206036
Client No.	898
Matter No.	1
Billing Attorney:	MSC

INVOICE SUMMARY

For Professional Services Rendered from December 12, 2023 through December 31, 2023.

RE: Special Counsel

Total Professional Services	$ 750.00
Total Costs Advanced	$ .00
TOTAL THIS INVOICE	**$ 750.00**

ELAM & BURKE

December 31, 2023
Invoice No. 206036
Client No. 898
Matter No. 1
Billing Attorney: MSC

PROFESSIONAL SERVICES

Date	Atty	Description	Hours
12/12/23	MSC	Call with Shannon Grow to discuss potential project, limitations on plan amendments, options to move forward if the Board elects to pursue, and outlining next steps.	.50
12/18/23	MSC	Review plan, maps and project information provided by Shannon Grow in advance of call to discuss potential next steps. Outline discussion points.	2.50

TOTAL PROFESSIONAL SERVICES **$ 750.00**

SUMMARY OF PROFESSIONAL SERVICES

Name	Staff Level	Rate	Billed Hours	Billed Amount	Non-Chargeable Hours	Non-Chargeable Amount
Conrad, Meghan S.	Shareholder	250.00	3.00	750.00	.00	.00
Total			**3.00**	**$ 750.00**	**.00**	**$ .00**

TOTAL THIS INVOICE **$ 750.00**

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

ELAM & BURKE
ATTORNEYS AT LAW

December 31, 2023

Lewiston Urban Renewal Agency
c/o Shannon Grow
City of Lewiston
PO Box 617
Lewiston, ID 83501

Invoice No.	206036
Client No.	898
Matter No.	1
Billing Attorney:	MSC

REMITTANCE

RE: Special Counsel

BALANCE DUE THIS INVOICE	**$ 750.00**

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 3% convenience surcharge will be applied to all of these transactions.

To pay online, please click here: 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 206036, File # 898 - 1 on all payments.

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

O'Sullivan Legal PLLC

PO Box 8027
3120 S Grand Blvd
Spokane, 99203

PHONE: 5094344547

INVOICE

INVOICE NUMBER: 204
INVOICE DATE: FEBRUARY 02, 2024

City of Lewiston URA
215 D Street
Lewiston, ID 83501

DATE	PROJECT	DESCRIPTION	HOURS	RATE	AMOUNT
JAN-05-24	General Legal	Review correspondence	0.10	$265.00	$26.50
JAN-09-24	General Legal	Prepare for and attend Board meeting	0.90	$265.00	$238.50
		Total amount of this invoice			$265.00

ACCOUNT INFORMATION	
Prior account balance as of DEC-26-2023	$1,007.00
Payment JAN-22-2024 - Check 1522	($1,007.00)
Invoice 204 FEB-02-2024	$265.00
Current account balance	$265.00

AMOUNT DUE: $265.00

URBAN RENEWAL REVENUE ALLOCATION AREA #5

EAST ORCHARDS SEWER

Summary of Funds

31-Dec-23

			Banner Bank Checking Account						
Date	Description	Debt Balance	Primary Reserve	Secondary Reserve	Capitalized Interest	Available Funds	Twin River	Totals	
10/1/2023	Beginning Balance	1,187,533.97	228,518.63	400,000.00	-	58,616.02	635,341.45	1,322,476.10	
10/9/2023	Funds Transfer					635,341.45	(635,341.45)	-	
10/9/2023	City of Lewiston					(21,227.65)		(21,227.65)	Reversed in QB to Sept
10/31/2023	Property Taxes						1,408.70	1,408.70	
10/31/2023	Interest						2.06	2.06	
11/17/2023	Property Taxes						1,528.22	1,528.22	
11/8/2023	Check#1521						(650.00)	(650.00)	
11/30/2023	Interest						2.82	2.82	
12/13/2023	Property Taxes						38,902.32	38,902.32	
12/31/2023	Interest						51.19	51.19	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
								-	
		1,187,533.97	228,518.63	400,000.00	-	672,729.82	41,245.31 *	1,342,493.76	
					Banner Bank Balance	1,301,248.45			

Balance of Bonds Outstanding	
9/30/2023	1,187,533.97

URBAN RENEWAL AGENCY
FISCAL YEAR 2024
SUMMARY OF ACTIVITY (as of 12/31/23)

	DATE	East Main (#4)	East Orchards Sewer (#5)	Bryden (#6)	Downtown/Normal Hill (#7)	Total
9/30/2023		**563,966.99**	**1,322,476.10**	**850,584.12**	**86,535.74**	**2,823,562.95**
RECEIPTS:						
Monthly Urban Renewal	OCT'23-SEPT'24	34,333.30	41,839.24	31,397.80	2,923.52	110,493.86
Collections (Property Tax)						-
Reimbursements	OCT'23-SEPT'24					-
City of Lewiston PW Reimbursement						-
Twin River Bank Interest Earned	OCT'23-SEPT'24	2,271.16	56.07	3,395.32	343.28	6,065.83
P1FCU Interest Earned						-
EXPENDITURES:						
Pmt to Elam & Burke	OCT'23	(8.33)		(8.34)	(8.33)	(25.00)
Pmt to City of Lewiston	OCT'23		(21,227.65)			(21,227.65)
Pmt to Redevelopment Association of ID	NOV'23	(650.00)	(650.00)	(650.00)	(650.00)	(2,600.00)
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
BALANCE		**599,913.12**	**1,342,493.76**	**884,718.90**	**89,144.21**	**2,916,269.99**
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		**599,913.12**	**713,975.13**	**884,718.90**	**89,144.21**	**2,287,751.36**

	East Main (#4)	East Orchards Sewer (#5)	Bryden (#6)	Downtown/Normal Hill #7	
Twin River National Bank	599,913.12	41,245.31	884,718.90	89,144.21	1,615,021.54
Banner Bank - Public Funds Checking Unrestricted		672,729.82		-	672,729.82
Banner Bank - Public Fund Checking Restricted		628,518.63		-	628,518.63
	-				-
	599,913.12	1,342,493.76	884,718.90	89,144.21	2,916,269.99

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

URBAN RENEWAL REVENUE ALLOCATION AREA #5

EAST ORCHARDS SEWER

Summary of Funds

31-Jan-24

Date	Description	Debt Balance	Banner Bank Checking Account Primary Reserve	Secondary Reserve	Capitalized Interest	Available Funds	Twin River	Totals
10/1/2023	Beginning Balance	1,187,533.97	228,518.63	400,000.00	-	58,616.02	635,341.45	1,322,476.10
10/9/2023	Funds Transfer					635,341.45	(635,341.45)	-
10/9/2023	City of Lewiston					(21,227.65)		(21,227.65)
10/31/2023	Property Taxes						1,408.70	1,408.70
10/31/2023	Interest						2.06	2.06
11/17/2023	Property Taxes						1,528.22	1,528.22
11/8/2023	Check#1521						(650.00)	(650.00)
11/30/2023	Interest						2.82	2.82
12/13/2023	Property Taxes						38,902.32	38,902.32
12/31/2023	Interest						51.19	51.19
1/9/2024	Check#1522						(251.75)	(251.75)
1/30/2024	Property Taxes						347,950.28	347,950.28
1/31/2024	Interest						315.26	315.26
								-
								-
								-
								-
								-
								-
								-
								-
		1,187,533.97	228,518.63	400,000.00	-	672,729.82	389,259.10 *	1,690,507.55
					Banner Bank Balance	1,301,248.45		

Balance of Bonds Outstanding	
9/30/2023	1,187,533.97

URBAN RENEWAL AGENCY
FISCAL YEAR 2024
SUMMARY OF ACTIVITY (as of 1/31/24)

	DATE	East Main (#4)	East Orchards Sewer (#5)	Bryden (#6)	Downtown/Normal Hill (#7)	Total
9/30/2023		**563,966.99**	**1,322,476.10**	**850,584.12**	**86,535.74**	**2,823,562.95**
RECEIPTS:						
Monthly Urban Renewal	OCT'23-SEPT'24	301,483.77	389,789.52	316,673.20	130,752.53	1,138,699.02
Collections (Property Tax)						-
Reimbursements	OCT'23-SEPT'24					-
City of Lewiston PW Reimbursement						-
Twin River Bank Interest Earned	OCT'23-SEPT'24	2,973.75	371.33	4,343.44	518.94	8,207.46
State Investment Interest Earned	OCT'23-SEPT'24					-
EXPENDITURES:						
Pmt to Elam & Burke	OCT'23	(8.33)		(8.34)	(8.33)	(25.00)
Pmt to City of Lewiston	OCT'23		(21,227.65)			(21,227.65)
Pmt to Redevelopment Association of ID	NOV'23	(650.00)	(650.00)	(650.00)	(650.00)	(2,600.00)
Pmt to O'Sullivan Legal PLLC	JAN'24	(251.75)	(251.75)	(251.75)	(251.75)	(1,007.00)
						-
						-
						-
						-
						-
						-
						-
						-
						-
BALANCE		**867,514.43**	**1,690,507.55**	**1,170,690.67**	**216,897.13**	**3,945,609.78**
Restricted & Reserved Funds						
#5 Debt Service Reserve Primary - Banner¹			(228,518.63)			(228,518.63)
#5 Debt Service Reserve Secondary - Banner¹			(400,000.00)			(400,000.00)
#5 Capitalized Interest - Banner			-			-
AVAILABLE FUNDS		**867,514.43**	**1,061,988.92**	**1,170,690.67**	**216,897.13**	**3,317,091.15**

	East Main (#4)	East Orchards Sewer (#5)	Bryden (#6)	Downtown/Normal Hill #7	
Twin River National Bank	867,514.43	389,259.10	1,170,690.67	216,897.13	2,644,361.33
Banner Bank - Public Funds Checking Unrestricted		672,729.82		-	672,729.82
Banner Bank - Public Fund Checking Restricted		628,518.63		-	628,518.63
State Investment Pool Fund					-
	867,514.43	1,690,507.55	1,170,690.67	216,897.13	3,945,609.78

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

City of Lewiston
Urban Renewal Agency
2023 Annual Report

Draft for Review 2/13/23

TABLE OF CONTENTS

2023 ANNUAL REPORT OF THE CITY OF LEWISTON URBAN RENEWAL AGENCY

The City Council has formed an Urban Renewal Agency (URA) in 2005 to promote economic development, create jobs, and improve the tax base. This is done in part by strategically targeting public investments to create these benefits, promote development of underdeveloped properties, and eliminate blighted conditions.

The Agency is comprised of a seven-member board. Three of the four taxing entities in the county have a seat (Lewiston, Nez Perce County, and Port of Lewiston). Three community members at large and a representative of Valley Vision are also on the board.

Agency Objectives are:

1. Improve infrastructure to leverage, encourage, and support additional land development and/or job growth.
2. Fund projects with community support such as additional public parking downtown or tourism.
3. Fund projects that solve community problems caused by a lack of infrastructure.
4. Enhance the tax base.

SOURCE OF AGENCY REVENUES

Agency revenues come from tax levies of the four taxing entities multiplied by the improved assessed valuation of properties within the district called the 'increment'. The City of Lewiston contributes most of the increment – 58% and has the largest share of their assessed valuation within URA boundaries – 6.59%. By Statute, no more than 10% of a community's assessed value may be contained in Revenue Allocation Areas.

See Exhibits 1 and 2.

EXHIBIT 1

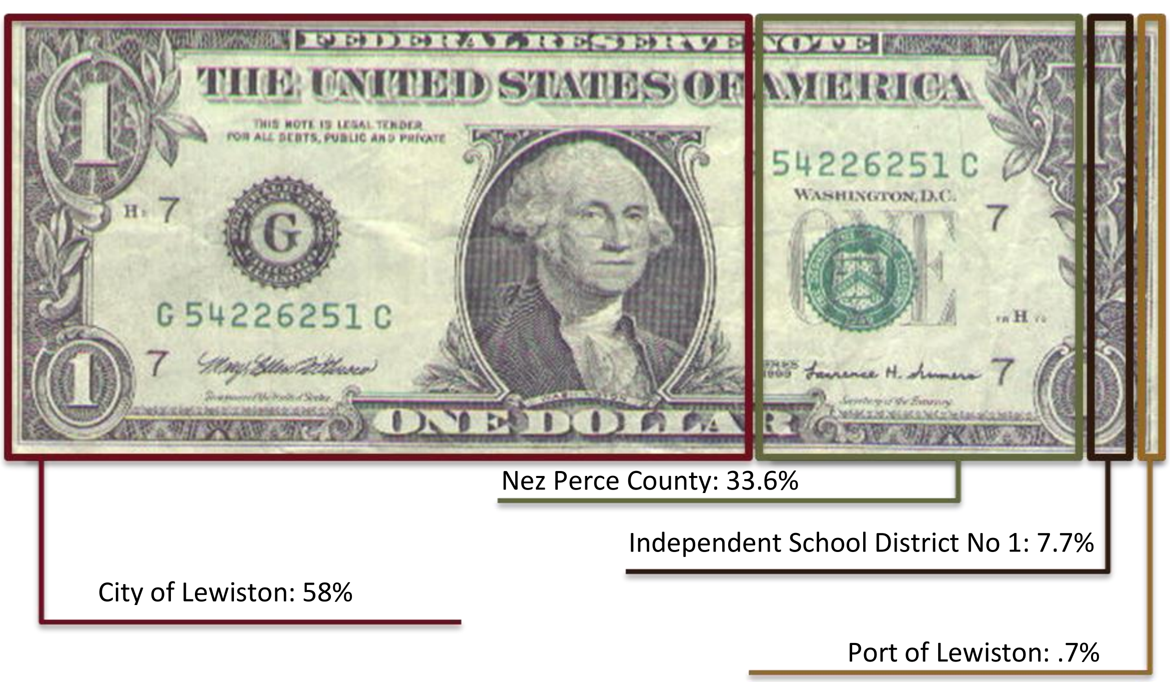
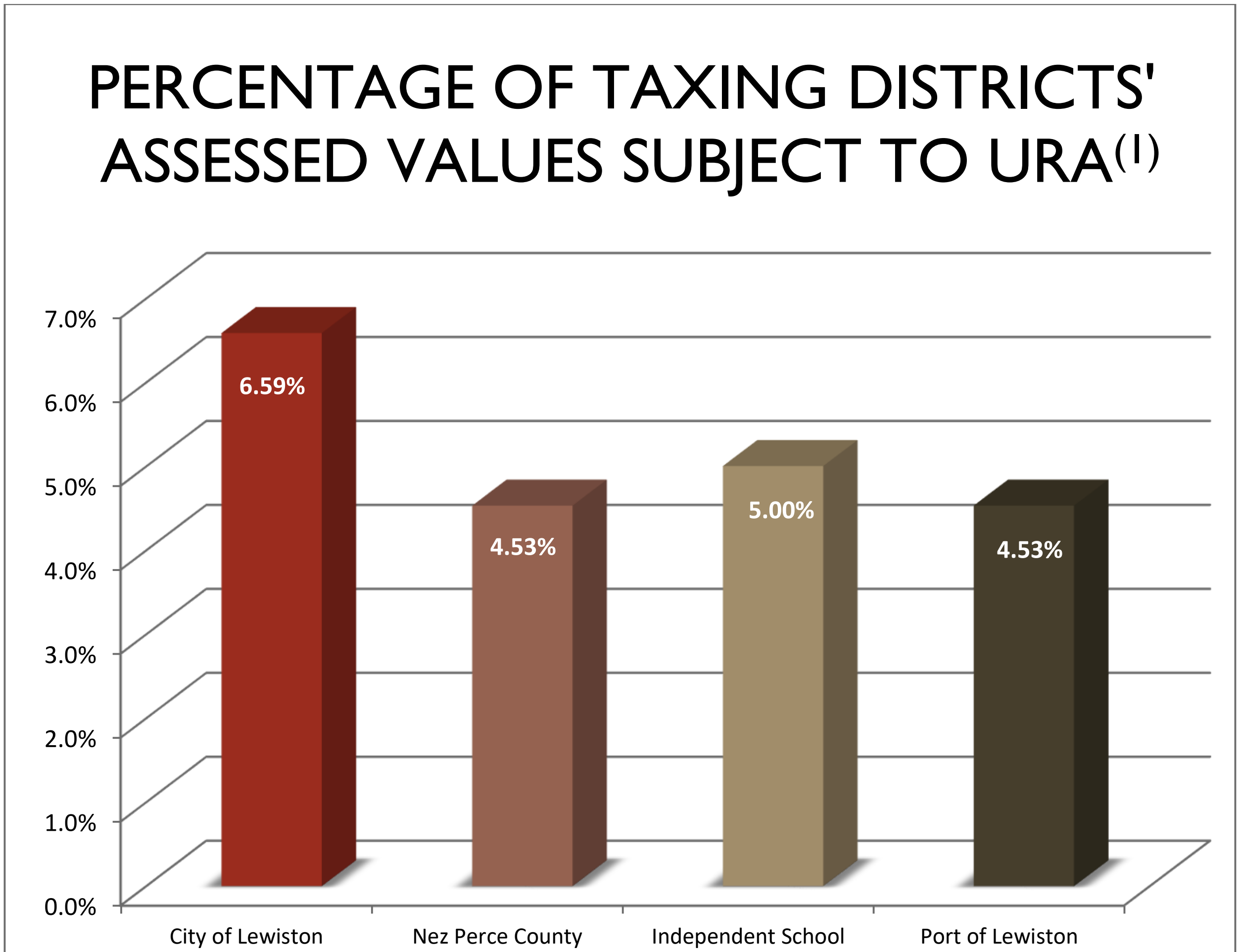


EXHIBIT 2



(1) Taxable values from 2023 September Value Worksheet, divided by base values of renewal districts when formed. Base values are in each Urban Renewal Plan for RAA #4, RAA #5, RAA #6, RAA #7 Appendix C

WORK FOCUS FY2024

Main East Main #4, Base Year 2017

The Board will discuss possible closure of Main / East Main RAA #4 in March, 2024.

East Orchards Sewer #5, Base Year 2017

The URA will continue to partner with the City on the design and possible construction of the extension of sewer lines to eliminate septic systems and promote development. The URA is initiating a rock boring study prior to moving forward with any more design of segments, with the exception of Segment 7 (2100 block of Grelle Avenue). Further Department of Environmental Quality funding will be sought by the City to build out the remaining sewer laterals that can be served by gravity. The URA Board will revisit the discussion on early payment of the bond in this area during budget discussions in July/August.

Bryden Avenue #6, Base Year 2018

The City entered into a final design contract for Bryden Avenue from 4th St to 7th St December, 2021. The URA will continue to provide local match throughout construction. Evaluation of underground utilities will commence during reconstruction of Bryden Avenue. The URA plans to split the costs for water and sewer improvements with LOID and LOSD.

In November, 2022 the URA approved a reimbursement agreement with the Lewiston Orchards Irrigation District (LOID) for up to 50% of costs associated with water line improvements . The URA may also develop and secure approval of agreements with the City of Lewiston and Lewiston Orchards Sewer District. These MOAs will outline roles and responsibilities of each party in the Bryden Avenue project.

Downtown/Normal Hill #7, Base Year 2021

This newly formed district will need to accrue increment for a few years prior to contracting for any major projects. The URA Board will discuss next steps with this area this year.

WORK COMPLETED IN FY2023

Main East Main #4, Base Year 2017

The URA made the final cost-share payment to the city for the US 12 / 21st Street project. The Board scheduled a follow up meeting for Main / East Main RAA #4 in March 2024.

East Orchards Sewer #5, Base Year 2017

The URA will continued to partner with the City on the design and possible construction of the extension of sewer lines to eliminate septic systems and promote development. Further Department of Environmental Quality funding was sought by the City to build out the remaining sewer laterals that can be served by gravity, but was unsuccessful. The URA Board approved an additional $200,000 principal payment to the bond in 2023.

Bryden Avenue #6, Base Year 2018

In November, 2022 the URA approved a reimbursement agreement with the Lewiston Orchards Irrigation District (LOID) for up to 50% of costs associated with water line improvements. Design continued to progress and the City held a public hearing on January 17, 2023 to gather input on the design.

Downtown/Normal Hill #7, Base Year 2021

There was no work completed on the Downtown RAA this year.

PAST INVESTMENTS

See Table 1 for a summary of past investments. (next page)

FINANCIAL STATEMENT

The Agency ended the fiscal year with $2,823,562.95 in revenues, $628,518 of which guarantees an outstanding bond. A summary of financial activity for FY2023, is attached as Table 5. The FY2024 Budget is attached as Table 6. The last independent audit for the Lewiston Urban Renewal Agency was March 6, 2023.

LIABILITIES

East Orchard Sewer required a bond of $1,980,000. Interest-only payments have been made in years past; principal payments started in 2021. In August, 2023 the URA elected to pay an additional principal payment of $200,000. The outstanding principal balance is $1,187,534.

ASSETS

The Agency has no physical assets.

Table 1.

URA INVESTMENTS FY 2006 – FY 2023			
AREA	**PROJECT**	**PUBLIC INVESTMENT**	
#4 – Main East Main			
	New water and storm water south of and through the US 12/21st intersection		$703,332
	City Share		$496,417
	ITD		$7,580,000
		Total	$8,779,749
#5 – East Orchards Sewer			
Phase I	Construction of 9068' sewer main pipe, 2020' sewer service pipe, 66 sewer taps, 3 ½ blocks of additional sewer main pipe designed		$1,620,194
		Bond Issuance	$71,922
		Bond Interest(1)	$156,471
Phase II	Engineering and Construction of 640' of sewer main pipe, 13 sewer taps		$184,677
	DEQ Grant Secured by Lewiston		$250,000
Phase III	Design segments on Burrell Ave & 20th Street (Grelle Ave to Birch Ave); prelim design on 2100 Block of Grelle, 20th Street		$53,588
		Total	$2,336,852
#6 – Bryden Avenue			
	Local match for final design and construction documents on Bryden Ave 4th St to 7th St		$68,629
	Federal share secured by Lewiston		$949,765
		Total	$1,018,394
#1 – North Lewiston			
Completed in 2016	Rebuild of 18th St. N.	Engineering/Construction	$331,700
		City	$300,000
Completed in 2009	6,630 ft. of water lines w/ service Connections & hydrants	Construction	$1,460,669
		Bond Issuance	$64,200
		Bank Trustee	$12,000
		Bond Interest/Penalty	$383,646
	Port		$150,000
	ITD		$68,100
Closed 2016		Total	$2,770,315
#2 – Nez Perce Terrace			
Completed 2018	Extension of Nez Perce Dr. from Juniper to Gun Club Rd		$2,000,000
	Private Funds		$2,000,000+
Completed in 2009	1600 ft. of road & utility extension into Port property	Construction	$746,171
		Construction Port	$100,000
		Professional Fees	$9,227
		Interest	$58,610
Closed 2017		Total	$4,914,008
#3 – Downtown			
Completed in 2016	DIRRP	Share of Downtown Infrastructure Improvements	$700,000
		Other Partners	$1,064,000
Completed in 2016	FEMA II	Cash match	$350,000
		Flood control grant secured by Lewiston	$2,300,00
Completed in 2013	Rebuild 1st & 5th Streets	Construction	$3,008,500

Table 1 Cont.		Design, Inspection, Testing	$519,638
		Bond Issuance	$40,920
		Bank Trustee	$10,500
	Rebuild 1st & 5th Streets Cont.		
		Bond Interest	$465,905
Completed in 2007-2010	Parking studies	Professional fees	$66,066
Closed 2020		Total	$8,525,529

Notes: (1) Charges accrue each year

Total URA Investment FY2006 – FY2023: $12,833,935

Total URA and Other Party Investment FY2006-FY2023: $28,344,847

Table 2

URA Expenditures per Revenue Allocation Area
Other Funds Leveraged

Revenue Allocation Area	URA Funds	Other Funds	Leverage Rate (URA:Other)
#4	$703,332	$8,076,417	1 : 11.5
#5	$2,033,264	$250,000(1)	8.1 : 1
#6	$68,629	$866,731	1 : 12.6
#1 (Closed)	$2,252,215	$518,100	4.3 : 1
#2 (Closed)	$2,814,008	$2,100,000(2)	1.3 : 1
#3 (Closed)	$5,161,529	$3,364,000	1.5 : 1
Total	**$13,032,977**	**$15,175,248**	**1 : 1.2**

(1) Does not include city engineering costs.

(2) Does not include Port costs.

Table 3

SUMMARY STATEMENT
CALENDAR YEAR 2023

ASSETS:			
	Bank Balances 12/31/2023		$ 2,916,270
		TOTAL ASSETS	**$ 2,916,270**
LIABILITIES			
	Area #5 (Bond Balance)		$1,187,534
	Area #5 (Balance to City)		$552,788
	Area #5 (Contracted Services)		$198,349
		TOTAL LIABILITIES	**$ 1,938,670**
PROJECT COSTS:			
	Area #4 – Construction		$10,315
	Area #5 – Design Costs		$74,816
	Bond Payment		$348,949
		TOTAL PROJECT COSTS	**$ 434,080**
OPERATING EXPENSES:			
	Attorneys, Staff, etc		$ 38,089
		TOTAL OPERATING EXPENSES	**$ 38,089**

Table 4
URA BUDGET VS. ACTUAL FY 23
Fiscal Year Ended 9/30/23

	BUDGET AREA 4 MEM	Actual AREA 4	BUDGET AREA 5 EOS	Actual AREA 5	BUDGET AREA 6 BRYDEN	Actual AREA 6	BUDGET AREA 7 DOWNTOWN	Actual AREA 7	BUDGET TOTAL	ACTUAL TOTAL
REVENUES										
Bond Proceeds	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Tax Receipts	$ 410,000.00	$ 423,225.48	$ 620,000.00	$ 631,330.32	$ 460,000.00	$ 475,369.83	$ 100,000.00	$ 96,078.47	$ 1,590,000.00	$ 1,626,004.10
Interest	$ 2,616.00	$ 3,970.82	$ 2,642.00	$ 4,011.13	$ 4,352.00	$ 6,363.65	$ 331.00	$ 522.86	$ 9,610.00	$ 14,868.46
City of Lewiston	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Total Revenues	**$ 412,616.00**	**$ 427,196.30**	**$ 622,642.00**	**$ 635,341.45**	**$ 464,352.00**	**$ 481,733.48**	**$ 100,331.00**	**$ 96,601.33**	**$ 1,599,610.00**	**$ 1,640,872.56**
EXPENSES										
Project Costs	$ 206,915.00	$ 206,915.00	$ 55,000.00	$ 53,588.50	$ -	$ -	$ -	$ -	$ 261,915.00	$ 260,503.50
Bond Costs	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Interest	$ -	$ -	$ 54,366.00	$ 43,003.91	$ -	$ -	$ -	$ -	$ 54,366.00	$ 43,003.91
Principal	$ -	$ -	$ 294,584.00	$ 305,945.65	$ -	$ -	$ -	$ -	$ 294,584.00	$ 305,945.65
Professional Services (1)	$ 15,000.00	$ 19,012.55	$ -	$ 18.00	$ 15,000.00	$ 19,012.54	$ 15,000.00	$ 9,914.59	$ 45,000.00	$ 47,957.68
Publications/misc	$ 500.00	$ 151.02	$ -		$ 500.00	$ 151.02	$ 500.00	$ 151.00	$ 1,500.00	$ 453.04
Total Expenses	**$ 222,415.00**	**$ 226,078.57**	**$ 403,950.00**	**$ 402,556.06**	**$ 15,500.00**	**$ 19,163.56**	**$ 15,500.00**	**$ 10,065.59**	**$ 657,365.00**	**$ 657,863.78**
Subtotal: Rev Less Exp	**$ 190,201.00**	**$ 201,117.73**	**$ 218,692.00**	**$ 232,785.39**	**$ 448,852.00**	**$ 462,569.92**	**$ 84,831.00**	**$ 86,535.74**	**$ 942,245.00**	**$ 983,008.78**
FUND BALANCE 10/1/2022	**$ 362,849.26**	**$ 362,849.26**	**$ 1,089,690.71**	**$ 1,089,690.71**	**$ 388,014.20**	**$ 388,014.20**	**$ -**	**$ -**	**$ 1,840,554.17**	**$ 1,840,554.17**
PLUS TOTAL REVENUES	$ 412,616.00	$ 427,196.30	$ 622,642.00	$ 635,341.45	$ 464,352.00	$ 481,733.48	$ 100,331.00	$ 96,601.33	$ 1,599,941.00	$ 1,640,872.56
LESS TOTAL EXPENSES	$ 222,415.00	$ 226,078.57	$ 403,950.00	$ 402,556.06	$ 15,500.00	$ 19,163.56	$ 15,500.00	$ 10,065.59	$ 657,365.00	$ 657,863.78
FUND BALANCE 9/30/2023	**$ 553,050.26**	**$ 563,966.99**	**$ 1,308,382.71**	**$ 1,322,476.10**	**$ 836,866.20**	**$ 850,584.12**	**$ 84,831.00**	**$ 86,535.74**	**$ 2,783,130.17**	**$ 2,823,562.95**
Debt Service Reserve	$ -	$ -	$ 628,519.00	$ 628,518.63	$ -	$ -	$ -	$ -	$ 628,519.00	$ 628,518.63
Available Fund Balance	$ 553,050.26	$ 563,966.99	$ 679,863.71	$ 693,957.47	$ 836,866.20	$ 182,038.58			$ 2,154,611.17	$ 2,195,044.32

(1) Audit, Insurance, Legal, RAI Dues, Director Services, Bond Trustee

URBAN RENEWAL AGENCY
FISCAL YEAR 2023
SUMMARY OF ACTIVITY (as of 09/30/23)

	DATE	East Main (#4)	East Orchards Sewer (#5)	Bryden (#6)	Downtown/Normal Hill (#7)	Total
9/30/2022		**362,849.26**	**1,089,690.71**	**388,014.20**	**-**	**1,840,554.17**
RECEIPTS:						
Monthly Urban Renewal	OCT'22-SEPT'23	423,225.48	631,330.32	475,369.83	96,078.47	1,626,004.10
Collections (Property Tax)						-
Reimbursements	OCT'22-SEPT'23					-
City of Lewiston PW Reimbursement						-
Twin River Bank Interest Earned	OCT'22-SEPT'23	3,970.82	4,011.13	6,363.65	522.86	14,868.46
P1FCU Interest Earned						-
EXPENDITURES:						
Banner Bank Paper Stmt Fee	OCT'22		(3.00)			(3.00)
Pmt to Douglass Law PLLC	OCT'22	(300.00)		(300.00)		(600.00)
Pmt to Elam & Burke	OCT'22	(11.25)		(11.25)		(22.50)
Pmt to ICRMP	OCT'22	(472.25)		(472.25)		(944.50)
Pmt to Northwest Engraving Service	OCT'22	(30.75)		(30.75)		(61.50)
Pmt to Douglass Law PLLC	NOV'22	(112.50)		(112.50)		(225.00)
Pmt to City of Lewiston	NOV'22	(4,556.93)		(4,556.94)		(9,113.87)
Pmt to Redevelopment Association	NOV'22	(625.00)		(625.00)		(1,250.00)
Pmt to City of Lewiston	NOV'22	(196,600.00)				(196,600.00)
Banner Bank Paper Stmt Fee	NOV'22		(3.00)			(3.00)
Pmt to Douglass Law PLLC	DEC'22	(360.00)		(360.00)		(720.00)
Banner Bank Paper Stmt Fee	DEC'22		(3.00)			(3.00)
Pmt to Douglass Law PLLC	JAN'23	(457.50)		(457.50)		(915.00)
Pmt to Northwest Engraving Service	JAN'23	(21.75)		(21.75)		(43.50)
Banner Bank Paper Stmt Fee	JAN'23		(3.00)			(3.00)
Pmt to Douglass Law PLLC	FEB'23	(80.00)		(80.00)	(80.00)	(240.00)
Pmt to City of Lewiston	FEB'23	(2,458.34)		(2,458.33)	(2,458.33)	(7,375.00)
Pmt to City of Lewiston	FEB'23	(772.77)		(772.77)	(772.77)	(2,318.31)
Banner Bank Paper Stmt Fee	FEB'23		(3.00)			(3.00)
Pmt to City of Lewiston	MAR'23	(10,315.00)				(10,315.00)
Pmt to TPC Holdings Inc	MAR'23	(10.68)		(10.68)	(10.68)	(32.04)
Pmt to ICRMP	MAR'23	(314.83)		(314.83)	(314.84)	(944.50)
Banner Bank Paper Stmt Fee	MAR'23		(3.00)			(3.00)
Pmt to TPC Holdings Inc	APR'23	(9.67)		(9.67)	(9.66)	(29.00)
Pmt to Douglass Law PLLC	APR'23	(266.67)		(266.67)	(266.66)	(800.00)
Pmt to Presnell & Gage	MAY'23	(2,150.00)		(2,150.00)		(4,300.00)
Pmt to Douglass Law PLLC	JUN'23	(295.00)		(295.00)	(295.00)	(885.00)
Pmt to Elam & Burke	JUN'23	(208.34)		(208.33)	(208.33)	(625.00)
Pmt to Douglass Law PLLC	JUL'23	(130.00)		(130.00)	(130.00)	(390.00)
Pmt to City of Lewiston	AUG'23		(53,588.50)			(53,588.50)
Pmt to Douglass Law PLLC	AUG'23	(45.00)		(45.00)	(45.00)	(135.00)
Pmt to City of Lewiston	AUG'23	(4,916.67)		(4,916.67)	(4,916.66)	(14,750.00)
Pmt to TPC Holdings Inc	AUG'23	(130.67)		(130.67)	(130.66)	(392.00)
Pmt to Douglass Law PLLC	AUG'23	(65.00)		(65.00)	(65.00)	(195.00)
Pmt to Banner Bank for Bond Payment	SEPT'23		(348,949.56)			(348,949.56)
Pmt to ICRMP	SEPT'23	(362.00)		(362.00)	(362.00)	(1,086.00)
						-
BALANCE		**563,966.99**	**1,322,476.10**	**850,584.12**	**86,535.74**	**2,823,562.95**
Restricted & Reserved Funds						
#5 Debt Service Reserve Primary - Banner¹			(228,518.63)			(228,518.63)
#5 Debt Service Reserve Secondary - Banner¹			(400,000.00)			(400,000.00)
#5 Capitalized Interest - Banner			-			-
AVAILABLE FUNDS		**563,966.99**	**693,957.47**	**850,584.12**	**86,535.74**	**2,195,044.32**

	East Main (#4)	East Orchards Sewer (#5)	Bryden (#6)	Downtown/Normal Hill #7	
Twin River National Bank	563,966.99	635,341.45	850,584.12	86,535.74	2,136,428.30
Banner Bank - Public Funds Checking Unrestricted		58,616.02		-	58,616.02
Banner Bank - Public Fund Checking Restricted		628,518.63		-	628,518.63
	-				-
	563,966.99	1,322,476.10	850,584.12	86,535.74	2,823,562.95

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

Table 6

URA BUDGET FY24

Adopted: August 8, 2023

	AREA 4 MEM	AREA 5 EOS	AREA 6 BRYDEN	AREA 7 DOWNTOWN
REVENUES				
Bond Proceeds	$ -	$ -	$ -	$ -
Tax Receipts	**410,000**	**620,000**	**460,000**	**100,000**
Interest	2,500	2,500	4,000	500
City of Lewiston	-	-	-	-
Total Revenues	**$ 412,500**	**$ 622,500**	**$ 464,000**	**$ 100,500**
EXPENSES				
Project Costs		$ 125,000	$ 600,000	$ -
Bond Costs	-	-	-	-
Interest	-	54,366	-	-
Principle	-	94,584	-	-
Professional Services (1)	11,000	11,000	11,000	11,000
Publications/misc	200	200	200	200
Total Expenses	**$ 11,200**	**$ 285,150**	**$ 611,200**	**$ 11,200**
Subtotal: Revenues Less Expenses	**$ 401,300**	**$ 337,350**	**$ (147,200)**	**$ 89,300**
FUND BALANCE BEGINNING OF YEAR	**$ 553,050**	**$ 1,308,383**	**$ 736,867**	**$ 84,831**
PLUS TOTAL REVENUES	412,500	622,500	464,000	100,500
LESS TOTAL EXPENSES	11,200	285,150	611,200	11,200
FUND BALANCE END OF YEAR	**$ 954,350**	**$ 1,645,733**	**$ 589,667**	**$ 174,131**
Debt Service Reserve		$ 628,519		
Projected Available Fund Balance	**$ 954,350**	**$ 1,017,214**	**$ 589,667**	**$ 174,131**

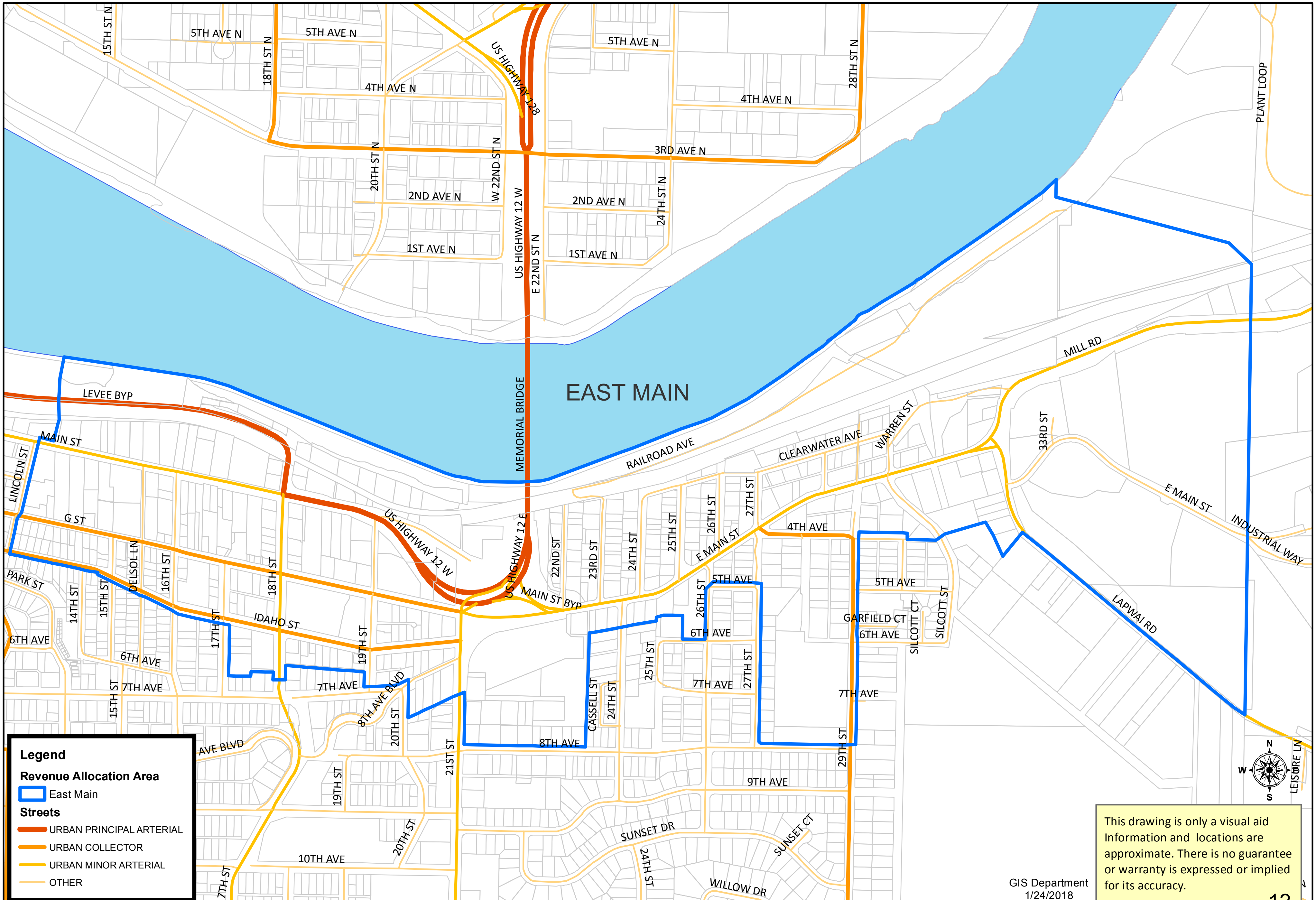
(1) Audit, Insurance, Legal, RAI Dues, Director Services, Bond Trustee

August 8, 2023

City of Lewiston

COMMUNITY DEVELOPMENT

MAIN EAST MAIN REVENUE ALLOCATION AREA #4

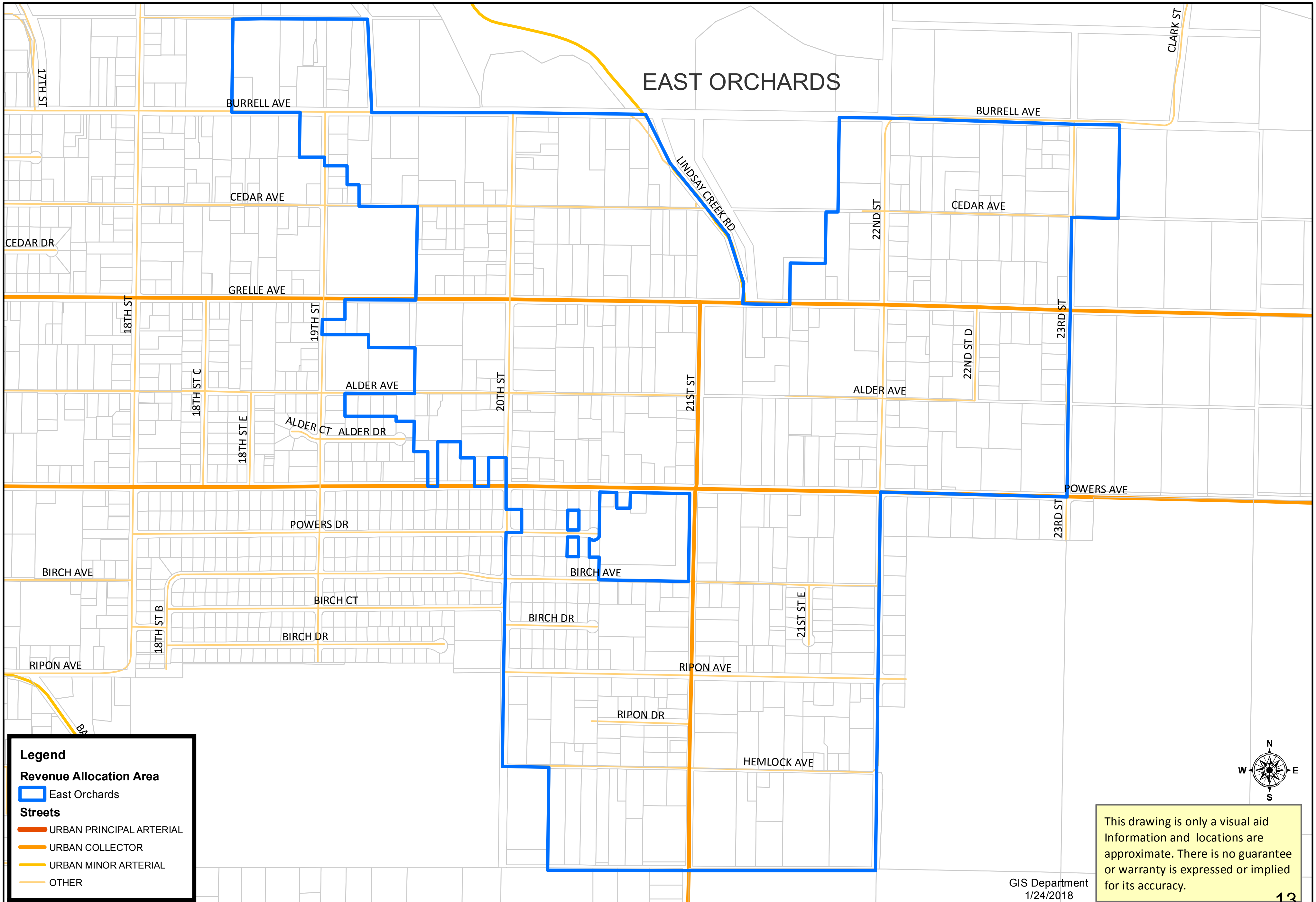


This drawing is only a visual aid
Information and locations are
approximate. There is no guarantee
or warranty is expressed or implied
for its accuracy.

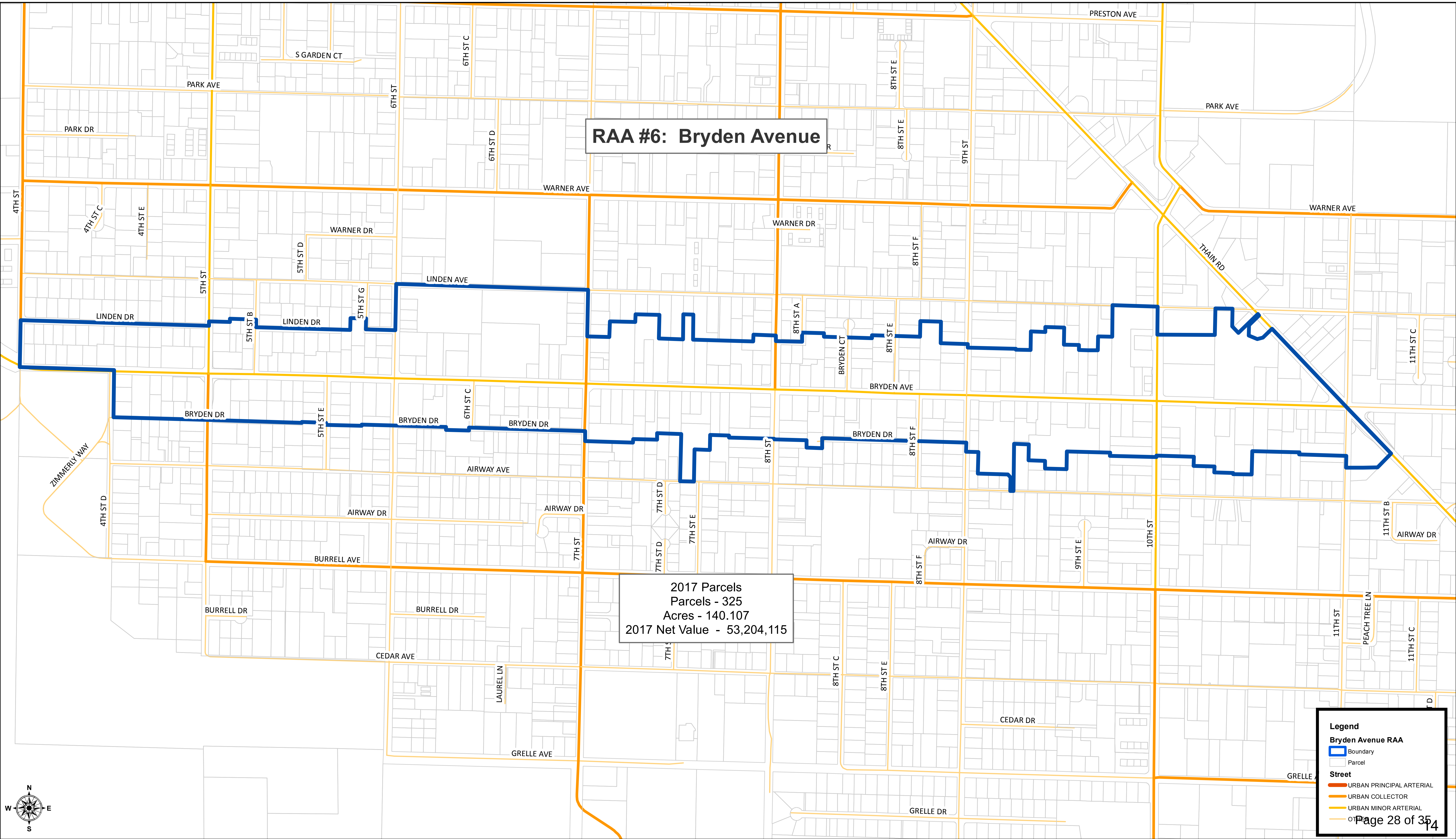
City of Lewiston

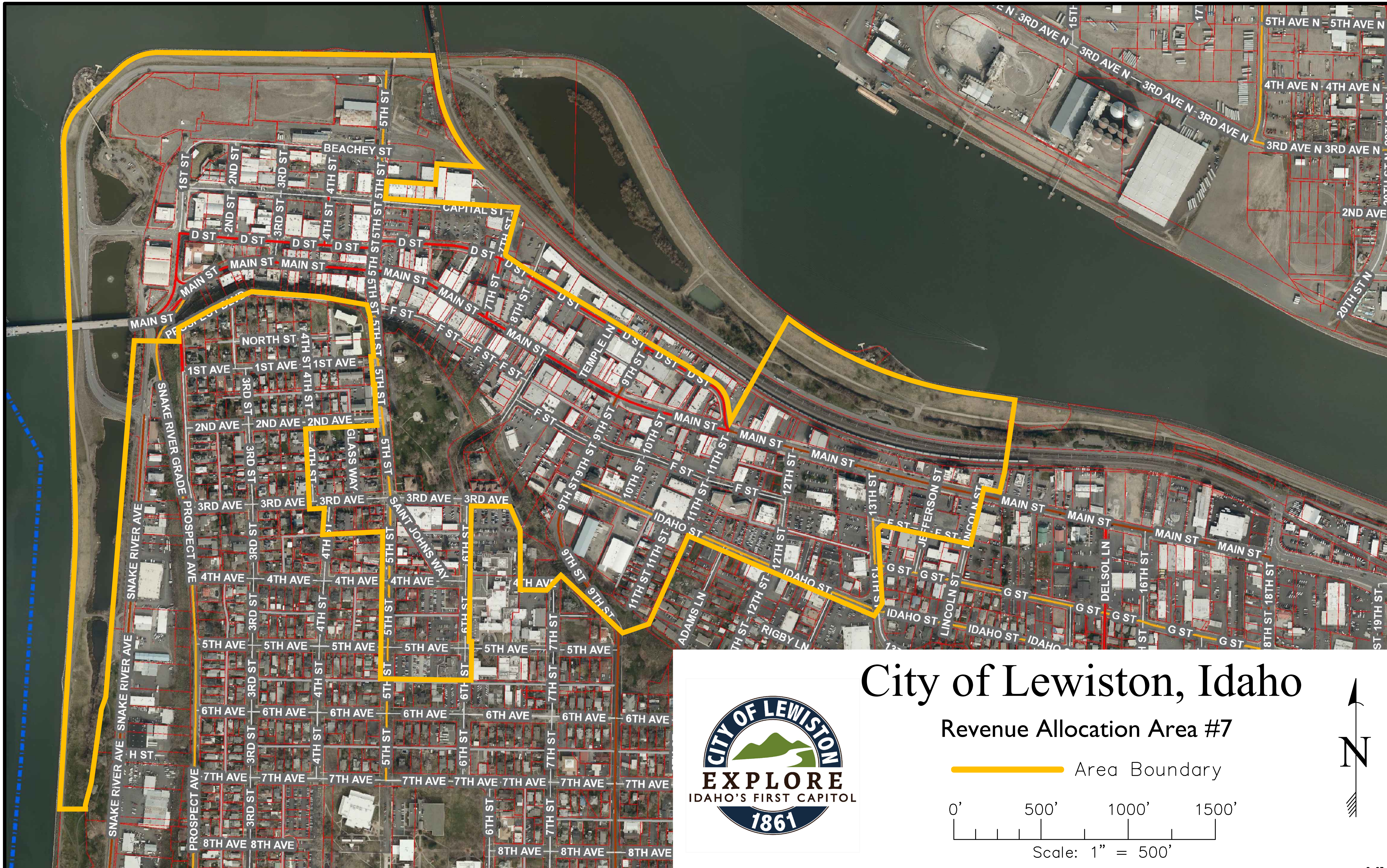
COMMUNITY DEVELOPMENT

EAST ORCHARDS SEWER REVENUE ALLOCATION AREA #5



City of Lewiston
COMMUNITY DEVELOPMENT




City of Lewiston, Idaho
Revenue Allocation Area #7
Area Boundary
0' 500' 1000' 1500'
Scale: 1" = 500'
N
CITY OF LEWISTON
EXPLORE
IDAHO'S FIRST CAPITOL
1861
2-23-21
MAIN ST
D ST
F ST
G ST
CAPITAL ST
BEACHEY ST
NORTH ST
PROSPECT AVE
SNAKE RIVER AVE
SNAKE RIVER GRADE
SAINT JOHNS WAY
GLASS WAY
TEMPLE LN
IDAHO ST
JEFFERSON ST
LINCOLN ST
DELSOL LN
ADAMS LN
RIGBY LN
H ST
1ST ST
2ND ST
3RD ST
4TH ST
5TH ST
6TH ST
7TH ST
8TH ST
9TH ST
10TH ST
11TH ST
12TH ST
13TH ST
15TH ST
16TH ST
18TH ST
19TH ST
20TH ST
20TH ST N
1ST AVE
2ND AVE
3RD AVE
4TH AVE
5TH AVE
6TH AVE
7TH AVE
8TH AVE
2ND AVE N
3RD AVE N
4TH AVE N
5TH AVE N

Tax Bill Format in URA Revenue Allocation Area

This is an example of a Tax Bill in a Revenue Allocation Area. When located in a Revenue Allocation Area, the amount of the increment looks like a tax to the property owner (Description "L" below). This can look like an additional tax on a property tax bill.

PROPERTY TAX CALCULATION

CURRENT MARKET VALUE 467,100.00

		Column 1: Property - not in an URA RAA		**Column 2:** Property inside an URA RAA [(2)]		**Column 3:** Column 1 - Column 2
DESCRIPTION	RATE	AMOUNT[(1)]		AMOUNT		DIFFERENCE
A = STATE	.000000000	$0.00		$0.00		$0.00
B = COUNTY	.003769752	$1,760.85		$1,086.80		$674.05
C = LEWISTON	.006689847	$3,124.82		$1,928.64		$1,196.18
D = SCH DIST 1						
E = SD 1 M&O						
F = SD 1 SUPP-A	.000884000	$412.91		$254.86		$158.05
G = SD 1 SUPP-B	.004200000	$1,961.82		$1,961.82		$0.00
H = SD 1 BOND	.001093792	$510.91		$510.90		$0.01
I = GENERAL ROAD	.000040995	$19.14		$11.82		$7.32
J = FED/ST BRIDGE	.000059687	$27.87		$17.22		$10.65
K = PORT DISTRICT	.000080346	$37.52		$23.16		$14.36
L = E ORCHARDS SEWR				$2,060.62	(4)	$2,060.62
* TOTAL LEVY	.016818419					
* TOTAL TAX ASSESSMENT		$7,855.84	(3)	$7,855.84	(3)	

(1) To calculate taxes due, multiply market value by levy rate. Tax due is truncated after two decimal points.

(2) This calculation (A-K) does not use the current market value. It uses the market value from the tax year a Revenue Allocation Area went into effect. In this example, this property is in the East Orchards Sewer RAA, with a base tax year of 2017 and a 2017 market value of $288,284.

(3) Total tax assessment remains the same in both columns as a control figure; current market value times total levy rate. Total tax due does not change whether a property is in a Revenue Allocation Area or not.
The total tax due less the individual tax amount in column (2) results in a remainder (in this example, $2,060.62) that is distributed to the URA for projects in the Revenue Allocation Area. Column 3 shows the difference between Column 1 and Column 2, which, added together, equals this amount.

Exhibit A-3

City of Lewiston East Orchards Sewer Project: Phase 3 (FY 2023)

AMENDMENT NO.2 – Rock Boring Study

Project Name:	East Orchards Sewer Project: Phase 3 (FY 2023)
Client:	City of Lewiston, Idaho
Client Project Manager:	Joe Kaufman, P.E.
Merrick & Company Project No.:	181.0270
Client Project Number:	WW056

SECTION 1 – Description

Background:

Merrick & Company provided the following sanitary sewer design plans for City review on August 4, 2023.

1. Burrell Avenue (1800/1900 Block) & 20th Street (Grelle Ave. to Birch Ave.) Design Plans and Contract Manual
   a. Segment: 1, 17, 18, 19
   b. ±2,503 lineal feet
2. Grelle Avenue Preliminary Design Plans (20th Street to 22nd Street)
   a. Segment: 7
   b. ±1,267 lineal feet
3. 20th Street Future Design Plans (Birch Avenue to Ripon Avenue)
   a. Segment: 20
   b. ±647 lineal feet

These scope of services were performed under the professional services agreement executed between Merrick & Company and the City of Lewiston dated January 9th, 2023.

Purpose:

This amendment is intended to modify the scope of work to include the following:

1. Complete a rock boring probe study for the purposes of determining the depth to refusal. The location of the bore within the study area will be determined by Merrick & Company performing a conceptual sanitary sewer routing plan. Just prior to boring, the location of the proposed bore will be staked out by Merrick & Company. The bore contractor will then drill though either pavement or natural ground to refusal or a max depth of 18 feet. When drilling, the contractor will record the depth of bore or refusal. Upon completion, Merrick & Company will obtain a GPS horizontal and vertical location of the bore surface to deduct the bore depths that can later be applied to the sanitary sewer design plans and placed on the profiles. The areas within East Orchards to bore for rock are provided in the table below.

Segment	Street	From	To
2	Burrell Avenue	20th Street	±Lindsey Creek Road
3	Cedar Avenue	19th Street	20th Street
6	Grelle Avenue	Btwn. 19th and 20th Streets	20th Street
12	Powers Avenue	20th Street	21st Street
13-14	Birch Avenue	20th Street	22nd Street
15-16	Ripon Avenue	20th Street	22nd Street
21-22	21st Street	Powers Avenue	Ripon Avenue
23, 24, 25, 27, 28	22nd Street	Cedar Avenue	Hemlock Avenue
29-31	23rd Street	Cedar Avenue	Powers Avenue
5	Cedar Avenue	22nd Street	23rd Street
8	Grelle Avenue	22nd Street	23rd Street
10, 11	Alder Avenue	21st Street	23rd Street

SECTION 2 – Amended Scope of Professional Services

Merrick & Company's professional services for the amendment will generally be limited to the Tasks as outlined below. Merrick & Company will work closely with the City to collaborate with and streamline professional services to meet City priorities and objectives. All other tasks not defined to implement and complete the projects are assumed to be the responsibility of the City.

TASK 01: Project Management

Engineer will complete the following subtasks as defined below.

Task 01A: Preliminary Management and Closeout Services

i. Set up project financial controls and reporting systems.
ii. Hold routine internal project planning meetings and develop review risk register.
iii. Track staff resources and implement financial controls.
iv. Conduct monthly progress meetings.
v. Complete monthly City invoicing and deliver progress reports to include: project status, progress, schedule, and budget forecast.
vi. Communicate and coordinate with City subconsultants (if any) and internal City staff for rock probes.

Task 01B: Quality Assurance/Quality Control

i. Complete internal reviews of project deliverables.
ii. Complete internal review of City deliverables, and facility design elements.
iii. Hold internal meetings for quality assurance and to refine subsequent quality control processes.

TASK 02: Preliminary Siting and Routing

Engineer will complete the following subtasks as defined below.

Task 02: Preliminary Siting and Routing

i. Review existing utility routing.
ii. Collect and review available rock probe data.
iii. Collect site topographic information, as needed, to determine rock probe location.
iv. Complete conceptual sanitary sewer routing plan.

Assumptions:

- City to provide existing rock probe data as necessary.

TASK 03: Rock Boring

Engineer will complete the following subtasks as defined below.

Task 03: Manage Bore Subconsultant Services

i. Determine scope of services and limits of work to obtain desired result of probe study.
ii. Provide services of a competent subconsultant bore contractor.
iii. Schedule boring work.
iv. Provide subconsultant mapping and stakeout of bore locations based on conceptual sewer routing plan.
v. Answer and respond to subconsultant questions.

Assumptions:

- City to provide traffic control.

SECTION 3 – PROJECT BILLING AND SCHEDULE

City shall pay Merrick & Company for the identified services in Section 2 as follows:

- Task 1: For Project Management, a Lump Sum of $2,500
- Task 2: For Preliminary Siting/Routing, a Lump Sum of: $11,500
- Task 03: For boring/probe work, a Lump Sum of: $71,500
    - Should boring/probe work extend beyond 16 days, a daily rate of $3,300 will be applied. This rate includes labor, equipment, and indirects.

For Time and Materials:

i. For all City-approved services performed on the project, City shall pay Merrick & Company an amount equal to the cumulative hours charged to the Project by each class of personnel times Merrick & Company standard hourly rates (updated January 1 of each year).

ii. The contract amount and scope of work for time and materials shall be considered not to exceed (NTE) amounts without further authorization from the City.

iii. City shall pay Merrick & Company for Reimbursable Expenses times a multiplier of 1.1.

Merrick & Company may alter the distribution of compensation between individual tasks to be consistent with services actually rendered with City approval.

IN WITNESS WHEREOF, the Parties have executed this Agreement on the day and year written below.

DATED this _______ day of ___________________ 2023.

CITY OF LEWISTON

By: ______________________________________

Dustin Johnson, Public Works Director

ATTEST:

____

____

Merrick & Co.

____

By: Ryan Rehder, P.E.

Title: Project Manager

STATE OF IDAHO)

) ss.

County of Ada)

On this _____ day of _______________ 2023, before me, a Notary Public, personally appeared Ryan Rehder, P.E., known or identified to me as Ryan Rehder, P.E. of Merrick & Co., and stated he has the authority to execute this instrument on behalf of Merrick & Co., and did execute this instrument on behalf of Merrick & Co..

____

Notary Public for the State of Idaho

Commission Expires ____________________