

## FEBRUARY 8, 2022

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THE URBAN RENEWAL AGENCY BOARD OF THE CITY OF LEWISTON, IDAHO, met in a regular meeting Tuesday, February 8, 2022, at Lewiston City Hall. Interim Chair JoAnne Cole-Hansen called the meeting to order at 12:00 p.m.

### **I. CALL TO ORDER**

*BOARD MEMBERS PRESENT:* JoAnn Cole-Hansen; Don Beck; Dan Marsh; A.L. "Butch" Alford; Joe Anderson; Rick Tousley;

*BOARD MEMBERS EXCUSED:*

*STAFF MEMBERS PRESENT:* Laura Von Tersch, Community Development Director; Jennifer Douglass, URA Attorney; Aaron Butler; IT

Board members and staff introduced themselves due to new board members present.

### **II. CITIZEN COMMENTS**

None.

### **III. CONSENT AGENDA (ACTION ITEMS)**

#### **A. Approval of Minutes, January 11, 2022**

Minutes removed from consent agenda.

#### **B. Approval of Invoice JBD, \$225**

Board members Marsh and Alford moved and seconded, respectively, the approval of invoice to JBD. The motion carried 6-0.

#### **C. Approval of Amended Agenda (Action Item)**

Ms. Douglas advised amending January 11, 2022 minutes to include that Ms. Schroeder clarified she had been previously appointed as proxy for former councilor Bob Blakey, but had not been reappointed as member or proxy at this time. Ms. Douglas advised that Ms. Schroeder abstain from voting given the question of whether the former proxy appointment was still in effect. Councilor Schroeder's name would be moved from Staff members present to Board Members Present as well.

Board members Johnson and Beck moved and seconded, respectively, the amendments to the January 11, 2022 minutes. The motion carried 6-0.

Board members Marsh and Alford moved and seconded, respectively the approval of the amended January 11, 2022 minutes. The motion carried 6-0.

### **IV. REVIEW OF DRAFT ANNUAL REPORT 2021 (DISCUSSION)**

Ms. Von Tersch reviewed the annual report draft with the board members and staff. Members and staff had recommendations of changes to the annual report draft.

Board member Beck asked why there was not a school board member on the URA Board. Ms. Von Tersch responded that there was one, but the by-laws were changed to add another citizen at large.

Interim Chair Cole-Hansen questioned the intent of “percolate” under the Work Focus 2022 Downtown/Normal Hill section. Ms. Von Tersch explained it takes about two years to start generating money. The term “percolate” was used to indicate it needed to sit there for a period of time before the URA could work with it in regard to projects.

Board member Marsh asked approximately how early the Main East Main repayment to the city will be paid off. Ms. Von Tersch responded with maybe 3 years.

Board member Beck asked if there were figures for how many people were left in the East Orchards and are within the city who are still on septic systems. Ms. Von Tersch stated we can give an idea that it would be in the 100s. Board member Beck asked if the goal was to get everyone off sewer systems? Ms. Von Tersch responded yes, but there is a change in grade going south and this area would require lift stations. We have 5 or 6 lift stations already and it would be preferable to not have anymore, but instead have a large sewer line going down Tammany Creek and Snake River Ave to Twin City Foods site. Interim Chair Cole-Hansen asked if the DEQ grant was going to end soon and if DEQ had plans of moving forward with any other funds for this project. Ms. Von Tersch stated the grant would end soon and she was not sure if DEQ had any additional funds.

Board member Marsh pointed out page 13 of the annual report draft and that there is \$500,000 available, where might the next project look like? Ms. Von Tersch responded with Mountain Water Works is under contract to do the work in the East Orchards, submit for grant application and they have already done a cost analysis for what a line costs and cost per new lot.

Board member Marsh asked if there was any information on Joe Greco’s work on Powers and 23<sup>rd</sup> St. Mr. Von Tersch stated we are waiting for Mr. Greco to sign his annexation agreement.

Board member Anderson asked if the east orchards tax assessment is for anyone living in the blue area or the entire town. Ms. Von Tersch informed it is for anyone living in the blue area. Interim Chair Cole-Hansen explained that all taxes inside and outside the URA area are the same, just a portion of the taxes from the citizens inside the URA area goes to the URA.

Council member Tousley asked if part of the issue to the opposition of the URA is the people don’t have a choice. Ms. Von Tersch stated that there were questions about the URA not being an elected board, but there are three board members that represent elected boards. All plans and revenue allocation areas require the approval of the City Council which is an elected board. Board member Marsh used a farming analogy. URA is trying to plant the seed, if you don’t plant the seed you don’t have the harvest so there wouldn’t have been taxes. Harvest then goes back to the taxpayers.

Board member Marsh asked how much the tax check was for? Ms. Von Tersch stated she had not been informed yet. Board member Anderson asked if we expected around \$565,000? Ms. Von Tersch stated yes. Board member Marsh suggested that if they amend the budget or if we don't spend anything on downtown we could still include the revenue, so it will show things are happening.

Board member Anderson recommends figuring out a way to explain that the taxes going to the URA is not an additional tax, but just a portion of existing taxes.

Councilor Tousley asked to show the percentage of what the URA is putting in as opposed to what everyone else is doing to show how effective the URA is. Interim Chair Cole-Hansen agreed with this statement. Board member Marsh echoed this statement and has encouraged Public Works to do this.

Board member Alford stated this is an outstanding report, gives a good capsule of what has been done and shows what you can do with good planning. Recommends inputting the date of when the URA was adopted/defined.

## **V. UNFINISHED AND NEW BUSINESS**

### **A. Board Member Comments**

Interim Chair Cole-Hansen asked what the new members' expectations are for the new agency.

Board member Anderson stated the annual report draft really helped bring him up to speed on the agency.

Council member Tousley stated he is hanging back and taking it all in.

Interim Chair Cole-Hansen stated no more than 10% of the total valuation of the city and county properties can be tied up in revenue allocation areas.

Board member Marsh clarified on "the harvest". Revenues from closed projects now become refunds to the port, school board and county.

Board member Beck will not be able to attend the next meeting but could zoom in. Board member Beck would like to have a copy of the bylaws and asked if the bylaws state that certain members could not run for office.

Ms. Douglas stated it was a recommendation and it is not in the bylaws. It was advised to prevent conflict of interest.

Board member Alford informed the board they have had elected persons serving as chairs in the past and there was never a conflict of interest. The lack of selection can pose a problem in leadership.

Ms. Douglas stated if the board does decide to nominate a nonmember at large or a member at large has a conflict of interest in taking the elected position and accepting, then when a conflict of interest happens Ms. Douglas will provide legal advice at that time. Which board members are allowed to be the chair or vice-chair is not in the bylaws, Idaho code, or city ordinances. The decision is still the board's decision.

Board member Marsh recommended reaching out to Megan Conrad.

Board member Marsh stated the auditors are finished.

### **B. Staff Comments**

Ms. Von Tersch gave a brief explanation of the affordable housing project on SJRMC property we are trying to facilitate.

Board members Anderson and Marsh are not able to make it to the March 8<sup>th</sup> meeting, the regular meeting will be switched to March 15<sup>th</sup>.

**VI. ADJOURN**

There being no more business to come before the Board, Interim Chair Cole-Hansen adjourned the meeting at approximately 1:17 p.m.

RESPECTFULLY SUBMITTED,

ATTEST:

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DAWN M. ORTIZ,  
RECORDING SECRETARY

\_\_\_\_\_  
URBAN RENEWAL AGENCY CHAIR

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2022.