

July 12, 2022

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THE URBAN RENEWAL AGENCY BOARD OF THE CITY OF LEWISTON, IDAHO, met in a regular meeting Tuesday, July 12, 2022, at Lewiston City Hall. Interim Chair JoAnne Cole-Hansen called the meeting to order at 12:03 p.m.

**I. CALL TO ORDER**

*BOARD MEMBERS PRESENT:* JoAnn Cole-Hansen; Don Beck; A.L. “Butch” Alford; Joe Anderson;

*BOARD MEMBERS EXCUSED:* Rick Tousley;

*STAFF MEMBERS PRESENT:* Laura Von Tersch, Community Development Director; Aaron Butler, IT; Dawn Ortiz, Community Development Specialist, Jennifer Douglass, URA Attorney; Luke Antonich, City Engineer

**II. CITIZEN COMMENTS**

None.

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

**A. Approval of Minutes, June 14, 2022**

**B. Approval of Invoices, JBD \$480**

**C. Approval of Invoice, Elam & Burke \$22.50**

Board members Alford and Beck moved and seconded, respectively, the removal of item C on the consent agenda until August 2022 meeting. The motion carried 4-0

Board members Anderson and Alford moved and seconded, respectively, the approval of items A and B of the consent agenda. The motion carried 4-0.

**IV. REIMBURSEMENT AGREEMENT BETWEEN THE URA AND LOID (ACTION ITEM)**

Interim Chair JoAnn Cole-Hansen excused herself and Commissioner Alford assumed the position as Chair Pro Tem.

Jennifer Douglas stated it might be best to approve the agreement, then send to LOID for approval and signature. Then Chair Pro Tem Alford will sign the agreement.

Board members Anderson and Beck moved and seconded with Interim Chair Cole-Hansen abstaining, respectively, the approval of the Reimbursement Agreement without signature. The motion carried 3-0-1.

**V. PROGRAMMING OF FUNDS ON HAND, EAST ORCHARDS SEWER (ACTION ITEM)**

Staff Von Tersch recommended designing another segment for east orchards sewer and then making an extra bond payment in or before September.

Board member Beck asked if there was a penalty for making an extra bond payment.

Staff Von Tersch stated the penalty is triggered on how much the debt coverage ratio is. Staff Von Tersch has been trying to work with the bank to determine if there will be a penalty and the bank has not been responsive.

City Engineer Luke Antonich stated the numbers listed are a little old (on the MWW report) and construction costs have gone up a minimum of 30% and would like the board to be aware of that.

Staff and Board members discussed amending the fiscal year 2022 budget.

Board member Beck asked if the URA gets any benefits from citizens hooking up to the sewer system.

Staff Von Tersch stated that once connected to the sewer then lot sizes can be decreased or divided into small parcels, in turn, can become new construction.

URA Attorney Jennifer Douglas asked when would construction start?

Staff Von Tersch stated possible design in the fiscal year 2022, might roll over till the fiscal year 2023. Go out for bid in the spring fiscal year 2023 and construction in the fiscal year 2023 with city participation.

Ms. Douglas asked if the contract for the URA and the City would still be in effect or would a new contract need to be created.

Staff Von Tersch stated the current agreement would still be in effect since the project is not completed yet. New contracts for the design work and installation would need to be completed.

Board members Beck and Anderson moved and seconded, respectively, to allocate \$300,000 to pay down debt and ask the city to design 3 segments of the east orchard sewer expansion. The motion carried 4-0.

**VI. CONSIDER AMENDING FY 22 BUDGET (ACTION ITEM)**

Board members Alford and Anderson moved and seconded, respectively, to approve amending the FY2022 budget as proposed. The motion carried 4-0.

**VII. DRAFT FY 23 BUDGET (ACTION ITEM)**

Board members Beck and Anderson moved and seconded, respectively, to direct staff to publish FY23 budget with proposed changes. The motion carried 4-0.

The board and staff discussed possible projects and recommendations on what lines to install.

**VIII. UNFINISHED AND NEW BUSINESS**

**A. Board Member Comments**

Board member Alford asked where the board was at with filling open seats. Staff Von Tersch stated interviews were conducted and City Council should be accepting Sheila Bond and that would leave us one seat short.

**B. Staff Comments**

Staff Von Tersch stated she will be resigning from the City of Lewiston. Her last day will be November 3<sup>rd</sup>, 2022.

Interim Chair Cole-Hansen stated she met with the Mayor and his intent is to continue to provide support and draft an agreement between the City of Lewiston and URA.

Board members and Staff discussed options to hire outside the City or to continue utilizing the City's services.

Interim Chair Cole-Hansen would like to see this on the next agenda.

**IX. ADJOURN (ACTION ITEM)**

There being no further business, Board member Alford and Anderson moved and seconded, respectively to adjourn. The motion carried 4-0 and the Urban Renewal Agency Board adjourned at approximately 12:48 p.m.

RESPECTFULLY SUBMITTED,

ATTEST:

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DAWN M. ORTIZ,  
RECORDING SECRETARY

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URBAN RENEWAL AGENCY CHAIR

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