

# August 09, 2022

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THE URBAN RENEWAL AGENCY BOARD OF THE CITY OF LEWISTON, IDAHO, met in a regular meeting Tuesday, August 09, 2022, at Lewiston City Hall. Interim Chair JoAnn Cole-Hansen called the meeting to order at 12:00 p.m.

## I. **CALL TO ORDER**

*BOARD MEMBERS PRESENT:* JoAnn Cole-Hansen; Don Beck; A.L. "Butch" Alford; Joe Anderson; Rick Tousley; Welcome new member Sheila Bond

*BOARD MEMBERS EXCUSED:* None

*STAFF MEMBERS PRESENT:* Laura Von Tersch, Community Development Director; Aaron Butler, IT; Jennifer Douglass, URA Attorney; Luke Antonich, City Engineer; Katie Hollingshead, Assistant Planner

## II. **CITIZEN COMMENTS**

None.

## III. **PUBLIC HEARING**

### **A. Amended FY 2022 Budget**

Interim Chair Cole-Hansen opened the public hearing.

Commissioners and staff discussed amendments to FY 2022 Budget.

There being no further comment or citizen comments, Interim Chair Cole-Hansen closed the public hearing.

### **B. FY 2023 Budget**

Interim Chair Cole-Hansen opened the public hearing.

Commissioners and staff discussed amendments to FY 2023 Budget.

There being no further comment or citizen comments, Interim Chair Cole-Hansen closed the public hearing.

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

### **A. Approval of Minutes, July 12, 2022**

### **B. Approval of Invoices, JBD \$285**

### **C. Approval of Invoice, Elam & Burke \$832.50**

Board members Alford and Anderson moved and seconded, respectively, the approval of the consent agenda with the discussed changes to the minutes. The motion carried 6-0.

## V. **ACTIVE AGENDA**

### **A. Approve Amended FY 22 Budget (Action Item)**

Board members Anderson and Alford moved and seconded, respectively, the approval of the amended FY 22 budget. The motion carried 6-0.

Interim Chair Cole-Hansen pointed out that actual revenues were higher than projected in the East Orchard Sewer project. This is due to new homes being built.

**B. Approve FY 23 Budget (Action Item)**

Board members Tousley and Anderson moved and seconded, respectively, the approval of the FY 23 budget. The motion carried 6-0.

**C. Approve Extra Principal Payment to Banner Bank in the Amount of \$300,000 (Action Item)**

URA Attorney Jennifer Douglas recommended to the board that when the motion is created provide the opportunity for the Interim Chair's discretion to not make a payment and bring it back to the board.

Commissioner Anderson asked if bringing the payment back to the board would cause the board to miss the timeline.

Community Development Director Laura Von Tersch stated yes it would and the bank has to be notified by August 20<sup>th</sup> or 21<sup>st</sup> that an extra payment would be made. If there was a penalty it would be part of the \$300,000.

Board members Anderson and Alford moved and seconded, respectively, the approval of the extra payment to Banner Bank at the discretion of the Interim Chair. The motion carried 6-0.

**D. Update on Director Services (Discussion)**

Ms. Von Tersch stated the Mayor asked that she staff the URA for November and December to which she agreed. Ms. Von Tersch has asked Assistant Planner Katie Hollinghead to train and step in if needed after the new year.

Ms. Douglas asked if the Mayor has approved Ms. Hollingshead to staff after the new year. The board should also consider not losing Ms. Von Tersch's expertise after the new year.

Ms. Von Tersch stated she has not heard if staff will still be available after the new year.

Mayor Johnson requested that there should be an agreement between the Board and City that includes funding to the City for administrative support.

Ms. Douglas will work on drafting an agreement for the URA with the City. Should be available at the October meeting.

**VI. UNFINISHED AND NEW BUSINESS**

**A. Board Member Comments**

Board member Anderson stated the Port's meeting was canceled due to COVID cases.

Council member Tousley stated he is anxious about losing the institutional knowledge that Ms. Von Tersch has provided to the URA when she retires.

**B. Staff Comments**

Staff Von Tersch stated she will be providing training next month in regards to the fundamentals of the URA board.

Board member Alford asked if all meetings are streamed and is it possible to find out how often it is viewed?

Ms. Von Tersch stated yes it is possible and also provided that Twin City Foods parcel sale should be closing this week.

**VII. ADJOURN (ACTION ITEM)**

There being no further business, Board member Anderson and Tousley moved and seconded, respectively to adjourn. The motion carried 6-0 and the Urban Renewal Agency Board adjourned at approximately 12:38 p.m.

RESPECTFULLY SUBMITTED,

ATTEST:

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DAWN M. ORTIZ,  
RECORDING SECRETARY

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

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