

**SANDPOINT URBAN RENEWAL AGENCY
MEETING MINUTES OF OCTOBER 4, 2016
7:30 A.M. CITY HALL COUNCIL CHAMBERS**

MEMBERS PRESENT: Eric Paull, Curt Hagan, Kate McAlister, Marilyn Sabella, Kendon Perry, Jeremy Grimm, Steve Lockwood, Aaron Qualls

MEMBERS ABSENT: Tom Bokowy

CITY COUNCIL/ STAFF PRESENT: City Administrator Jennifer Stapleton*, Public Works Director Ryan Luttmann, Melissa Bethel (minutes)

Meeting was called to order by Chairman Paull at 7:30AM.

Minutes: Minutes for the September 6, 2016 meetings were approved as submitted.

Financial report* Downtown general account \$665,340; Revenue Allocation Fund a/c \$126,142 Northern \$1,500,267. Downtown loan balance \$1,035,976.64 (next payment due 3-15-17 \$125,435.49).

***All account balances and advances listed in this Agenda are as of September 30, 2016.**

Increment received in September: Downtown \$204,287.47; Northern \$180,008.49. Total FYE 2015/2016. Downtown \$551,107.42 (budgeted \$540,600) and Northern \$502,051.47 (budgeted \$490,000)

Monthly invoice report and invoices for payment: \$51,582.54

ICRMP Invoice:

Motion:

Grimm moved and McAlister second to deny terrorism coverage. **Motion passes unanimously.**

Motion:

Grimm moved and Lockwood second to approve payment to ICRMP for \$1,144.00 for insurance coverage. **Motion passes unanimously.**

Motion:

Grimm moved and Sabella second to pay the remainder of the monthly invoices for \$50,438.54 (minus ICRMP). **Motion passes unanimously.**

Old Business:

Downtown streets: Ryan Luttmann/ Bruce Robertson update on street projects. Church Street: 2014/2015 and 2015/2016 \$600,000. Advanced to date; \$557,548.12. Remaining balance \$12,820.02. Invoices for approval \$0. Downtown Street Engineering 2015/16 \$7,000. Advanced to date \$6,900; Remaining balance: \$100.00. Invoice for approval \$0.

Luttmann stated the City is in negotiations with Century West for revisiting downtown design and community participation. Luttmann advised the downtown restriping of the streets most likely will happen in the spring so the City and ITD can coordinate signals and traffic flow.

Lockwood clarified phasing and timing are being considered as public input, not the street design. Luttmann stated he does not see major changes in design; however some minor tweaks will have to be made. Luttmann gave the example that Church Street is slated to be two- way with diagonal parking and the dimensions do not meet the downtown street guide. Luttmann stated the public process is to reeducate

the public. Hagan inquired how delivery trucks would be accommodated once the downtown streets are two-way. Luttmann stated the issue would be part of the design and public input process. Grimm inquired again if the City plans to utilize a community block grant. Luttmann stated the question is where best to apply the grant and what phase of the project.

Baldy Pedestrian Project: Ryan Luttmann/ Bruce Robertson update on project. Advanced to date: \$16,000. Remaining balance \$704,000 (\$500,000 FY15/16 and \$220,000 FY16/17). Invoices for approval \$0. Luttmann stated he has a contract going to City Council tomorrow for engineering. Luttmann advised construction would begin next year.

Fiber network: Bruce Robertson. Advanced to date; \$736.72. Remaining balance; \$29,263.28. Invoice for approval \$0. Luttmann stated he is still waiting for an invoice from Avista.

804 Airport Way: Qualls advised construction is on schedule with frontage improvements going out to bid.

BID grant program: BID Grant for 2015/2016 \$45,000. Advanced to date \$35,526.44; remaining balance \$9,473.56. Report & Invoices for approval: \$749.17.

McAlister advised the final invoice will probably just reflect advertising. McAlister stated Boise State will be in town to do a survey on the Business Improvement District which will help the City make decisions on how to move forward with the BID. McAlister stated the Chamber will still decorate the downtown trees with lights this year.

Motion:

Qualls moved and Hagan second to approve payment of \$749.17 to the BID. **Motion passes unanimously with McAlister abstaining.**

LPSOD: Matt Diel; Report and invoice for approval; \$186,036.40

Diel presented a PowerPoint of before and after pictures of the project. He thanked SURA for the funding. Paull advised the Board the project came in under budget.

Grimm stated he is voting against payment because he feels the school district can go to the tax payers for a levy; which it did and was voted down. Grimm stated he feels funding these projects opens the Board to criticism from the public. Diel stated none of the SURA funded projects were part of the levy.

Motion:

Perry moved and Sabella second to approve payment of \$186,036.40 to LPSOD for infrastructure improvements to Farmin Stidwell school. **Motion passes with Grimm voting no.**

Art: Gateway Project update. Hydrant painting; budget of \$1050.00; invoices for approval \$0. Deaner advised the hydrant project will probably be extended until Spring.

Grimm inquired about the details of the public art feature proposed for the N. Boyer roundabout.

City Administrator Jennifer Stapleton arrived

Luttmann explained some of the roundabout design details to the Board. Luttmann stated construction is slated to start next year and would be a one-year project. Deaner stated the Arts Commission is involved in the project and working with Public Works.

Discussion ensued related to the roundabout design and Art installation.

Panida: Patricia Walker White PANIDA Grant. Advanced to date \$407,071.24; Remaining balance \$42,928.76. Invoices for approval: \$0. No report

New Business: None

Staff Comments: Qualls stated the solar roadways project is in and mostly working. He stated the project has been a draw for downtown. Qualls showed the Board the website and the webcam. Stapleton stated representatives from other States were in town looking at the demonstration.

Adjourn: Next regular meeting, November 1, 2016, 7:30 a.m. City Hall City Council Chambers