

SANDPOINT URBAN RENEWAL AGENCY
Minutes of Board of Commissioners Meeting
March 5, 2019, 7:30 a.m.
City Hall Council Chambers
1123 Lake St., Sandpoint, Idaho

COMMISSIONERS PRESENT: Eric Paull, Jacob Humble, Kendon Perry, and Aaron Qualls

COMMISSIONERS ABSENT: Tom Bokowy, Steve Lockwood, and Marilyn Sabella

CITY STAFF PRESENT: Deputy City Clerk Melissa Ward (taking minutes) and Infrastructure and Development Services Manager Amanda Wilson

The meeting was called to order by Chairman Paull at 7:31 a.m.

Introduction of new Board clerk, Melissa Ward.

I. Approval of Meeting Minutes

Minutes of the February 5, 2019, regular meeting were approved as submitted.

II. Financial Report

Chairman Paull reported that balances as of February 26, 2019, were as provided on the meeting Agenda: Downtown general account \$633,326.31; Revenue Allocation Fund a/c \$127,764.69; Northern \$1,934,200.98. Downtown loan balance \$594,374.05 (Series 2011), and \$1,500,000 (Series 2018). Next payments due 3-15-19.

Chairman Paull reported increment received in February: \$244,587.83 Northern and \$278,460.23 Downtown.

Chairman Paull reported remaining funds in the Art budget: Downtown \$89,975; Northern \$110,000, with \$83,000 committed to the Schweitzer Cutoff Road roundabout art project and \$12,000 for the Silver Box project.

Approval to pay Invoice 26618 from City of Sandpoint, seeking reimbursement for the City's payment of Invoice 2019-167 in the amount of \$950 from Western States Art Federation (WESTAF) for annual subscription to their Call for Entry (CaFE) system for public art projects.

Motion: Commissioner Perry

Second: Commissioner Humble

Unanimously approved by Commissioners present.

III. Old Business

1. and 2. Downtown Streets and Engineering

Ms. Wilson provided a presentation on Phase II of the Downtown Revitalization Project, reporting that City staff met with downtown businesses to present and solicit feedback on the proposed design, which is in line with the parameters of the Sandpoint Downtown Streets Plan and Design Guide, adopted by City Council several years ago. The scope of Phase II will encompass Cedar Street, Second Avenue to First Avenue, and First Avenue to the north side of Church Street. The project is currently ahead of schedule, with anticipation of design completion by the end of March and a contractor hired by the end of June. The City is in the process of negotiating with Avista to bury power lines on First Avenue that are currently installed overhead and to do so before Lost in the 50s weekend. Fiber still being discussed internally, and the City is working with a fiber consultant and speaking with the various providers. At this time, the plan calls for conduit only. Ms. Wilson did a ride-along with UPS to help gauge loading zone needs. Ms. Wilson explained that the largest size semi-trucks will not be able to negotiate turns at intersections where there are bulb-outs. First Avenue will include a new crosswalk at a location where one does not currently exist, along with a chicane, designed to slow traffic. During construction, the street will be closed to motorists but open to pedestrians. Construction will begin in September and will be complete, curb to curb, by Thanksgiving. Options not included in this phase but that could be added in the future include streeteries, thermoplastic asphalt art, and utility boxes wrapped in art, such as historic photos. The bricks in front of the Panida Theater will have to be removed. The plan is to document their historical significance through photography.

3. Art

a) Silver Box Project

Commissioner Qualls reported that he has drafted a press release and contract and is currently awaiting approval from, and will coordinate with, the City Administrator on press release issuance through the City's various channels.

Approval to pay Invoice 26576 from City of Sandpoint, seeking reimbursement for the City's payment of Invoice Nov2018-267 in the amount of \$1,200 from Mountain Metals for installation of silver art box.

Motion: Commissioner Perry

Second: Commissioner Humble

Unanimously approved by Commissioners present.

b) Schweitzer Roundabout Public Art – No discussion.

4. Northern URD Update – No discussion.

IV. New Business

1. Annual Report

Chairman Paull stated that Idaho law requires SURA, before March 31 of each year, to file a report of its activities for the preceding calendar year with the City and to hold a public meeting to report these findings and take comments from the public.

2. Public Hearing for 2018 Annual Report

Chairman Paull opened the public hearing. No one testified, and Chairman Paull closed the hearing.

Approval of 2018 Annual Report, as submitted.

Motion: Commissioner Qualls

Second: Commissioner Perry

Unanimously approved by Commissioners present.

V. Adjourn

Chairman Paull reported that he has registered SURA's most recent audit with the State, as required annually.

Commissioner Qualls announced that the City will be hosting a developer roundtable on Wednesday, March 13, at 4:00 p.m.; location to be determined. The City is seeking feedback on, among other issues, permitting processes and the possibility of impact fee deferral.

The meeting adjourned at 8:09 a.m.