

**SANDPOINT URBAN RENEWAL AGENCY**  
**Minutes of Board of Commissioners Meeting**  
**June 4, 2019, 7:30 a.m.**  
**City Hall Second Floor Conference Room**  
**1123 Lake St., Sandpoint, Idaho**

**COMMISSIONERS PRESENT:** Eric Paull, Tom Bokowy, Steve Lockwood, Kendon Perry, Marilyn Sabella, and Aaron Qualls

**COMMISSIONERS ABSENT:** Jacob Humble

**CITY STAFF PRESENT:** Grants and Performance Administrator Linda Heiss and City Clerk Melissa Ward (taking minutes)

The meeting was called to order by Chairman Paull at 7:30 a.m.

### **I. Approval of Meeting Minutes**

The May 7, 2019, minutes from the regular meeting were approved as submitted.

Motion: Commissioner Sabella  
Second: Commissioner Perry  
Unanimously approved by Commissioners present.

### **II. Financial Report**

Downtown general account \$457,662.17; Revenue Allocation Fund a/c \$127,913.60; Northern \$2,009,841.72. Downtown loan balance \$479,538.41 (Series 2011), and \$1,445,601.76 (Series 2018). Next payments due 9-15-19.

FY18/19 increment received compared to 18/19 budget. Downtown \$375,355.39 (\$615,825), Northern \$373,110.73 (\$600,780).

Increment received in May: **\$8,218.25** Northern: **\$5,352.49** Downtown.

Invoice not project-specific: None.

### **III. Old Business**

#### **1. and 2. Downtown Streets and Engineering**

Chairman Paull read an update from Infrastructure and Development Services Manager Amanda Wilson, stating that Phase 2 Engineering is complete, and final costs are within budget. The final draft of the bid documents/contract has been recently finished, and the City is moving forward with legal review. The intent is to advertise this month, with a target to award the construction contract at the July 17 Council meeting. Phase 2 Construction is still scheduled to begin on September 3.

Ms. Wilson's report also mentioned new City Grants and Performance Administrator Linda Heiss, whose role will be similar to the former Grants and Projects Administrator. Ms. Heiss

will be working closely with Ms. Wilson and the City Treasurer/Finance Director to monitor the SURA budget and costs. Ms. Heiss introduced herself. She moved to Sandpoint this past August from Reno, where she was the Senior Director for the Nevada System of Higher Education.

Commissioner Qualls reported that the underground vaults for the electrical work on Main Street is complete, and sidewalk paving is underway. On the east side of First Avenue, near Cedar Street, work has been completed at the property that lies on the south side of Cedar Street Bridge. He observed that the type of temporary asphalt walkway that has been installed at that location may also serve as the material for the sidewalk along First Ave during this winter while construction is underway.

### **3. Art**

**a) Silver Box Project** – Elle Susnis from the Sandpoint Arts Commission reported that the call for artists has been extended to end of June, the honorarium has been adjusted up to \$1,000 per sculpture, and the People’s Choice Award has been eliminated. A couple of entries have already been received.

**b) Schweitzer Roundabout Public Art** – Commissioner Qualls displayed photos of the sculpture under construction, along with a rendering of the finished product. Concrete footings have been installed. Sitrine Design has been hired for landscaping and lighting. The sculpture will be installed this weekend.

Invoice for approval: \$27,000.00 for the second reimbursement.

Motion: Commissioner Perry  
Second: Commissioner Bokowy  
Unanimously approved by Commissioners present.

**4. Northern Urban Renewal District Update** – Commissioner Qualls replied to Chairman Paull that the construction around Woodland Drive is the new airpark development. There has been some interest in available land in that area for possible residential development; properties are changing hands.

### **IV. New Business**

Annual Election of Officers

Chair: Commissioner Sabella nominated Eric Paull. Commissioner Qualls seconded her motion. Unanimously approved by Commissioners present.

Vice Chair: Commissioner Sabella nominated Kendon Perry. Commissioner Qualls seconded her motion. Unanimously approved by Commissioners present.

### **V. Adjourn**

The meeting adjourned at 7:50 a.m.