

**SANDPOINT URBAN RENEWAL AGENCY  
MEETING MINUTES OF FEBRUARY 2, 2016  
7:30 A.M. CITY HALL COUNCIL CHAMBERS**

**MEMBERS PRESENT:** Eric Paull, Jeremy Grimm, Kate McAlister, Aaron Qualls, Kendon Perry, Curt Hagan, Tom Bokowy – by phone.

**MEMBERS ABSENT:** Marilyn Sabella, Steve Lockwood

**CITY COUNCIL/ STAFF PRESENT:** Melissa Bethel (minutes),

Meeting was called to order by Chairman Paull at 7:40 AM.

**Motion to amend the agenda:**

Grimm moved Perry second to amend the agenda to call the accountants first due to the late meeting start. **Motion passes unanimously.**

**2014/2015 Audit conference call with Scott Neue-DeCoria, Maichel & Teague**

Neue-DeCoria gave an overview of the audit.

**Minutes:**

Minutes for the January 5, 2016 meeting were approved as submitted.

**Financial report\***

Downtown general account \$653,581.78; Revenue Allocation Fund a/c \$126,057.73 Northern \$1,015,862.12. Downtown loan balance \$1,243,564.17 (next payment due 3-15-16 \$125,435.49). All account balances listed in this Agenda are as of January 28, 2016.

Approval of Invoices for payment not project specific: \$0

**Old Business:**

Downtown streets: Kody Van Dyk update on street projects. Church Street: 2014/2015 and 2015/2016 \$600,000. Advanced to date; \$376,796.12. Remaining balance \$223,203.88. No invoices for approval. No report.

Fiber Network: Bruce Robertson; Invoices for approval \$5,483.36. Paull advised the amount of the invoice will satisfy the Downtown fiber commitment of \$30,000. Robertson was not in attendance so it was moved and second to table the approval of the invoice based on the reluctance of the Board to approve the invoice without ensuring Robertson understands the amount satisfies the downtown commitment.

Upon Robertson's arrival the motion to table was withdrawn and the following motion made:

**Motion:**

Grimm moved and Hagan second to pay the invoice of \$5,483.36 for the downtown fiber project.

**Motion passes unanimously.**

Robertson advised the Board the fiber project for the Northern District is ongoing and dependant on Bonner County participation.

804 & 814 Airport Way:

Qualls advised there is a draft lease agreement, a draft Opportunity funds Agreement from the State and a draft contract are all with the City Attorney. Qualls stated he hopes the documents will be approved at the January 17 City Council meeting. Perry inquired if jobs will be created. Qualls stated the draft agreement calls for Graphic Controls to maintain 75 jobs minimum and if they do not a 10% increase in rent for the year will occur.

Qualls stated he sent the construction documents to Paull for feedback on what elements of the project SURA could possibly fund.

BID grant program: Kim Queen BID Grant for 2015/2016 \$45,000. Advanced to date \$9,234.12; remaining balance \$35,765.88. Invoices for approval: \$4,911.93

Queen reported on December activities. Queen advised the skis have been placed on the poles around town. Qualls inquired if the skis will stay through the summer. Queen stated they will be down March 1<sup>st</sup>, but would be open to putting something else on the poles for summer. Queen advised there has been a lot of vandalism with the Christmas lights this year. Queen advised the Board regarding the Winter Carnival and that people from out of town want to be part of the parade. She stated she is looking for direction on how to approach the issue.

Paull cautioned Queen about submitting late invoices from the last budget year, based on concerns from the auditor regarding carryovers.

**Motion:**

Hagan moved and Perry second to approve payment of invoices totaling \$4,911.93 to the BID

**Motion Passes unanimously with McAlister abstaining.**

Art: Bethel gave a brief update on the gateway project.

Panida: Patricia Walker White PANIDA Grant. Advanced to date \$373,434.70; remaining balance \$45,126.26. No report.

Quest: Qualls stated Quest will most likely want support for a required fire line and hydrant as part of the phase 1 expansion. Qualls stated Commerce would be willing to support a Gem grant, but the City would like to use the GEM grant on another project. Paull inquired if the line will benefit other properties. Qualls stated the line will be looped and could benefit other properties.

**New Business:** None

**Adjourn:** 8:30

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