

**SANDPOINT URBAN RENEWAL AGENCY  
MEETING MINUTES OF JUNE 6, 2017  
7:30 A.M. CITY HALL COUNCIL CHAMBERS**

**MEMBERS PRESENT:** Eric Paull, Curt Hagan, Kate McAlister, Kendon Perry, Steve Lockwood, Aaron Qualls

**MEMBERS ABSENT:** Tom Bokowy, Marilyn Sabella

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

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

**Minutes:** Minutes for the May 2, 2017 meeting were approved as resubmitted.

Downtown general account \$606,405.61; Revenue Allocation Fund a/c \$126,224.31 Northern \$1,241,883.42. Downtown loan balance \$928,026.57 (next payment due 9-15-17 \$125,435.49).

All account balances and advances listed in this agenda are as May 30, 2017.  
Invoices for payment not project specific: 0

**Old Business:**

Downtown streets: Ryan Luttmann/ Bruce Robertson update on street projects. Church Street: 2014/2015 and 2015/2016 \$600,000. Advanced to date; \$592,246.65. Remaining balance \$7,753.35. Invoices for approval \$0: Downtown Street Engineering 2016/17 \$293,000. Advanced to date; \$194,500.24. Remaining balance \$105,499.76. Invoices for approval \$98,142.10

Luttmann stated design was completed, but the one bid estimate for construction was high so the City Council has decided to wait until early next year around January when the market is more competitive. Luttmann stated the sewer work came in high also, and he will be working with Century West on how to bid that work in the future. Striping is moving along and there will be some invoices for SURA regarding striping. Luttmann stated even though the construction is delayed, he is ok with the plan and thinks the wait will be good for citizens and trucks to get use to the change. Stapleton stated she attended a CBDG meeting and plans for the City to use the potential funding for the street lighting portion of phase 1 and 2. Stapleton gave an update on potential grants and the new Grant Administrator position. Paull questioned if the design team has looked for other potential incomes sources as agreed upon in the contract and what if any have they found. Luttmann stated the focus has been to get the project designed. Paull stated many design teams say they are going to look for alternate funding sources and nothing happens. Luttmann stated the team should be more focused on funding now that construction bidding is postponed until early next year.

**Motion:**

Hagan moved and McAlister second to reimburse the City for invoices totaling \$98,142.10 from Century West regarding design for the downtown streets. **Motion passes unanimously.**

Baldy Pedestrian Project: Ryan Luttmann/Bruce Robertson update on project. Advanced to date: \$59,209.66. Remaining balance \$790,364.34. Invoices for approval \$426.00

Luttmann stated currently the City is looking at right of way easements, acquisition, storm water and bike path engineering. Luttmann stated the estimate is on track and the project is moving forward but construction will probably start next year. Lockwood inquired who is responsible for procuring the easements. Luttmann stated Terra Graphics might but it would cost extra, so City staff will try to visit with property owners first.

**Motion:**

Perry moved and Lockwood second to reimburse the City for invoices totaling \$426.00 for work related to the Baldy Pedestrian Project. **Motion passes unanimously.**

Fiber network: Northern: Advanced to date; \$9,698.83. Remaining balance; \$20,301.17. Invoice for approval \$0. Stapleton stated phase 1 in downtown is in place and three providers are working with the City to provide fiber. Stapleton stated the City is trying to get phase III completed along Industrial Way. She stated SURA should have invoices for approval at the next meeting. Stapleton stated there is fiber to Tamarack, but it is not lit and not sure whose it is, and why it is there. Paull stated there was a line item for \$20,000 for fiber but it was never used and the balance went to 0. Stapleton stated she wants to investigate and find out what happened to the fiber installation at Tamarack.

Airport Way: Invoices for approval: \$0. Advanced to date: \$275,000.00; Remaining balance \$50,000. Qualls stated the project is 95% done and just under budget and there should be an invoice for next meeting.

Art: Carol Deaner: Hydrant painting; budget of \$1050.00 (project to be continued in Spring); invoices for approval \$0. Silver Box Project: Budget of \$20,000.00; advanced to date; \$0. No update.

**New Business**

Information for 2017/2018 Budget Process and July 2017 officer elections (Chairman/Vice Chairman). Paull stated he will send out a worksheet for both districts and needs volunteers to work on the budget. McAlister and Perry volunteered.

**Adjourn:** Next regular meeting, July 18, 2017, 7:30 a.m. City Hall City Council Chambers