

DOVER URBAN RENEWAL AGENCY
MINUTES OF REGULAR MONTHLY MEETING OF DIRECTORS
August 11, 4:00 p.m., Dover City Hall, Dover, Idaho

CALL TO ORDER AND ROLL CALL

Chairman Bill Strand opened the meeting at 4:02 p.m. The following Board members were in attendance: Bill Strand, Merlin Glass, Jim Haynes, and Mike Mooney. Staff present via Zoom were Will Herrington, attorney; Stephanie Mueller, Practical Accounting Services; and Renee Magee, administrator. One member of the public was in attendance. Strand announced Stephanie Mueller, Practical Accounting Solutions, is resigning as the bookkeeper of the Agency. Mueller recommended the Agency engage an accounting firm for its financial needs. She thanked the Board for this opportunity to serve the Agency.

PUBLIC COMMENTS. There were no public comments.

ADDITONS, MODIFICATIONS, OR CHANGES TO AGENDA: ACTION ITEM. There were no additions or changes to the agenda. At the request of the Agency attorney, this item will no longer appear on the agenda. Any changes or modifications should be posted at least 48 hours in advance or be limited to an emergency.

PUBLIC HEARING AND ACTION ITEM: Proposed Budget for Fiscal Year 2021-2022 and Motion to Approve Budget for Fiscal Year 2021-2022. Magee briefly reviewed the proposed budget for FY 2021-2022. The total estimated revenues for the upcoming fiscal year are \$1,225,500. The tax increment is estimated to be \$925,000, approximately a four percent increase over this fiscal year. Approximately \$550,000 is committed to bond payments. \$450,000 is budgeted for project reimbursement to the City of Dover, approximately \$36,000 for professional fees including the audit, and \$20,000 for interest to Dover. The expenditures are estimated to total \$1,225,500. The public hearing was opened. There were no comments from the public. There were no questions from the members of the Board. The hearing was closed. Haynes moved to approve the budget for fiscal year 2021-2022 as advertised. Moody seconded the motion, and it passed unanimously via roll call vote.

OLD BUSINESS

Approval of Minutes: Action Item. Mooney moved the minutes of the regular meeting on July 14, 2021, be approved. Glass seconded the motion, and it passed unanimously.

Approval of Invoices and Financial Statements: Action Item. Mueller listed the invoices: Herrington and Associates, PLLC, \$851.00, for legal services; Bonner County Daily Bee, \$189.79 for public hearing notice; Renee R. Magee, \$450.00, for administrative services; Practical Accounting Solutions, \$319.50, for bookkeeping services. Haynes moved to approve the invoices, and Mooney seconded the motion. A roll call vote was taken, and all members voted aye. The motion passed unanimously.

After reviewing the financial statements, Haynes moved to accept the financial statements for the month of June, 2021. Glass seconded the motion, and it passed unanimously.

Consideration of ICRMP Coverage: Action Item. Magee asked if the Board members had additional questions after reviewing the July 6 email from Justin Nyquist, ICRMP. The members did not have any additional questions and asked Magee to get a new quote from ICRMP. Herrington noted being a member of ICRMP allows DURA to consult with ICRMP and use its resources.

NEW BUSINESS

City of Dover Reimbursement Request: Action Item. Strand explained the City of Dover had requested \$203,696.98 in reimbursement for the water system upgrade project. It is anticipated there will be approximately another \$10,000 in invoices from the City of Dover for completion of this project within the present fiscal year. The overall request should be about \$216,000. The Board now has most of the invoices for its review. The Board can decide not to reimburse all or any of the request. The Board needs to review its own finances and its anticipated cash flow for next year. Herrington reminded the Board it does not have to reimburse the City of Dover: the Board needs to look out for the financial interests of DURA. As always one of the issues is whether the request is covered by the urban renewal plan.

2021-2022 Water System Upgrade Projects: Action Item. Strand explained the City Council wished to relay to DURA the estimated budget for the water system upgrades.

1. The first project is a 12-inch water main. IDEQ has given the City a dispensation on water pressure issues, and the 40-psi requirement will not have to be met for the two uppermost homes on Shannon Lane. This allows the City to pursue a less expensive alternative. The City Council has approved the installation of a 12-inch water main from Essex reservoir to the railroad tracks.
2. The second project is the existing water intake line at the interface of Old Dover and Dover Bay Development on Lakeshore Ave (just north of the old Sandy Beach). The project is to increase the intake flow by dredging under the existing intake lines to lower the lines and install improved anchors (to prevent the intake lines from floating). The earlier estimate was \$75,000. However, the City Council plans to approve additional funds to develop a new cost estimate.
3. The third project is to replace the existing control panel in the water treatment plant with a SCADA system with all the required control components and control programming. This project was part of the 2008 Amended Urban Renewal Plan but the costs are not presently known.

The issues with these projects will be the eligibility of the projects for DURA involvement. Are these projects maintenance issues or capital expenditures? Will the project increase the capacity of the system? Herrington noted the issues are will the project allow the system to function better and substantially increase the life of the project. The rationale for funding needs to be stated in any motion to fund the project. Board members commented funding by DURA also depends on the Agency's financial resources.

STAFF COMMENTS. Magee informed the Board Mueller discussed the need to update Banner Bank on Board membership. Herrington commented on the status of the current litigation between the Homeowners Association and the City of Dover.

BOARD/COUNCIL COMMENTS. There were none.

EXECUTIVE SESSION. Herrington stated he did not need an executive session with the Board.

At 4:50 p.m. Mooney moved to adjourn the meeting, Glass seconded the motion, and it passed unanimously.

Respectfully submitted:

Renee Magee, Administrator