

HAYDEN URBAN RENEWAL AGENCY
8930 North Government Way
Hayden, ID 83854
www.haydenurbanrenewalagency.com

City Hall
City Council Chambers
Regular Meeting
September 11, 2023
3:00 p.m.

MINUTES

CALL TO ORDER

Ms. Mitchell called the meeting to order at 3:00 p.m.

ROLL CALL OF BOARD MEMBERS

Ronda Mitchell	Present
Steve Meyer	Present at 3:02 p.m.
Colin Meehan	Present
Michael Thayer	Absent
Randy McIntire	Present
Matt Roetter	Present
Joy Richards	Present

STAFF PRESENT

Pete Bredeson, Board Attorney
Melissa Cleveland, Executive Director
Lindsay Spencer, Clerk

PLEDGE OF ALLEGIANCE

Ms. Richards led the pledge of allegiance.

ADDITIONS OR CORRECTIONS TO THE AGENDA

No additions or corrections to the agenda.

CALL FOR CONFLICTS OF INTEREST

No conflicts were reported.

VISITOR/PUBLIC COMMENT

Ms. Sandra White thanked the HURA Board for taking the time to explain Urban Renewal District and appreciates the FAQ's added to the website. Most of her questions have been addressed.

CONSENT CALENDAR

1. Minutes
2. Bills
3. Financial Reports

Ms. Richards moved to approve the Consent Calendar. Mr. Roetter seconded the motion.

ROLL CALL OF BOARD MEMBERS

Ronda Mitchell	Yes
Colin Meehan	Yes
Randy McIntire	Yes
Matt Roetter	Yes
Joy Richards	Yes

The motion was approved by unanimous roll call vote.

CONTINUING BUSINESS

1. Accept audited FY22 financial statement

Ms. Cleveland stated that note 7 on the audit had been changed/updated. Natasha Lang, Finance Director, will file the audit.

Mr. McIntire moved to approve the FY22 audit with the changes made. Ms. Richards seconded the motion.

ROLL CALL OF BOARD MEMBERS

Ronda Mitchell	Yes
Steve Meyer	Yes
Colin Meehan	Yes
Randy McIntire	Yes
Matt Roetter	Yes
Joy Richards	Yes

The motion was approved by majority roll call vote.

NEW BUSINESS

1. Update LGIP form to include new City Finance Director, Natasha Lang

Ms. Cleveland stated the new City Finance Director should be included on the form to be able to move funds between LGIP and the bankcda accounts as directed by the HURA Board.

Mr. Meyer moved to approve adding Ms. Lang to the LGIP. Mr. Meehan seconded the motion.

ROLL CALL OF BOARD MEMBERS

Ronda Mitchell	Yes
Steve Meyer	Yes
Colin Meehan	Yes
Randy McIntire	Yes
Matt Roetter	Yes
Joy Richards	Yes

The motion was approved by majority roll call vote.

2. Contract for videoing meetings with Knock Marketing

The previously contracted media company (CDA Creative) has been unresponsive and assumed to be out of business. New agreement with Knock Marketing was presented in the board packet.

Mr. Meyer moved to approve the Agreement with Knock Marketing. Ms. Richards seconded the motion.

ROLL CALL OF BOARD MEMBERS

Ronda Mitchell	Yes
Steve Meyer	Yes
Colin Meehan	Yes
Randy McIntire	Yes
Matt Roetter	Yes
Joy Richards	Yes

The motion was approved by majority roll call vote.

3. FY23 Audit Anderson Bros. CPA engagement letter

Ms. Cleveland reached out to Anderson Bros for an engagement letter. The cost is higher than last year and higher than was budgeted. City of Hayden is continuing to use Anderson Bros. Ms. Lang stated the City also had a significant increase in cost. Mr. Roetter suggested getting another quote. Ms. Cleveland will reach out for quotes to other qualified CPAs.

4. Review ICRMP insurance policy and values for insured items

Ms. Cleveland stated all the insured and value of items. No changes. No motion needed.

5. Approve ICRMP Joint Powers Agreement

The agreement is a requirement to have insurance through ICRMP. Ms. Cleveland will submit the document to ICRMP once signed.

Mr. Meehan motioned to approve the ICRMP Joint Powers Agreement. Mr. Roetter seconded the motion.

ROLL CALL OF BOARD MEMBERS

Ronda Mitchell	Yes
Steve Meyer	Yes
Colin Meehan	Yes
Randy McIntire	Yes
Matt Roetter	Yes
Joy Richards	Yes

The motion was approved by majority roll call vote.

REPORTS

1. Executive Director's Report

Ms. Cleveland discussed that the property manager for the 58 E. Orchard property has retired and sold his business. It does not appear he left a security deposit with the new company, Solid Rock. Ms. Mitchell suggested using a local property management company and the board members gave suggestions for Ms. Cleveland to reach out to.

2. Ms. Cleveland discussed that the next regularly scheduled meeting would fall on a holiday for the City of Hayden and needs to be rescheduled. October 17th from 3 to 5 was suggested and Ms. Cleveland will reach out to the City to confirm the Council chambers is available.

Next HURA Regular Meeting

October 17, 2023 (rescheduled due to holiday)

Mr. Roetter motioned to adjourn meeting. Ms. Richards seconded the motion.

ADJOURNMENT

The meeting adjourned at 3:28 p.m.