

HAYDEN URBAN RENEWAL AGENCY  
8930 North Government Way  
Hayden, ID 83854  
208-664-6942  
[www.haydenurbanrenewalagency.com](http://www.haydenurbanrenewalagency.com)

**Special Meeting**  
City Hall  
City Council Chambers

January 21, 2025  
3:00 p.m.

AGENDA

CALL TO ORDER  
ROLL CALL OF BOARD MEMBERS  
PLEDGE OF ALLEGIANCE  
ADDITIONS OR CORRECTIONS TO THE AGENDA  
CALL FOR CONFLICTS OF INTEREST

NEW BUSINESS

1. Letter to request changes in access to bank cda accounts (Action Item)
2. Update LGIP contact form (Action Item)

NEXT MEETING

February 10, 2025 – Regular Meeting

ADJOURNMENT (Action Item)

# Hayden Urban Renewal Agency

January 21, 2025

bank cda  
162 W. Hayden Avenue  
Hayden, Idaho 83835

RE: Online Account Access for Changes for Hayden URA finance staff

To Whom it May Concern:

The Hayden Urban Renewal Agency (HURA) would like to add Melissa Cleveland, Executive Director, and Lindsay Spencer, Clerk, to the accounts in the capacity to view the balances and account detail online and also transfer funds between the agency's LGIP account and the bank cda accounts.

Melissa Cleveland's email is [mcleveland@welchcomer.com](mailto:mcleveland@welchcomer.com) and Lindsay Spencer's email is [lspencer@welchcomer.com](mailto:lspencer@welchcomer.com).

In addition, Hayden URA would like to remove account access for Natasha Lang and Amanda Powers as their employment status has changed. Over the course of her employment, Amanda Powers had two emails [apowers@cityofhaydenid.us](mailto:apowers@cityofhaydenid.us) and [amccarley@haydenid.gov](mailto:amccarley@haydenid.gov). Natasha Lang's email was [nlang@haydenid.gov](mailto:nlang@haydenid.gov).

This impacts HURA savings account with number ending in 0934 and checking account with number ending in 1109.

Please revoke Natasha and Amanda's online access and provide Melissa and Lindsay online access usernames and passwords.

Additionally, please mail monthly bank statements to Hayden Urban Renewal Agency c/o Welch Comer Engineers, 330 E Lakeside Ave Suite 101, Coeur d'Alene, ID 83814.

Respectfully,

Randy McIntire, Vice-Chairman  
Hayden Urban Renewal Agency



AGENCY CONTACT INFORMATION - CHANGE FORM

The completed form can be faxed, scanned and emailed or mailed to the address below.

Please complete only the areas below which need to be changed (this form will replace previous contact information on file).

Authorization shall be indicated by an original signature on the bottom of this form, by a member of the agency's governing board (other than the current or new Contact Person listed below). We acknowledge that we have read the LGIP Investment Statement of Understanding and LGIP Investment Policy and agree to the terms and conditions stated therein, and any subsequent changes thereto. A copy of any changes to the Investment Statement of Understanding and Investment Policy will be provided to this agency upon request.

AGENCY NAME: Hayden Urban Renewal Agency

CONTACT NAME: Melissa Cleveland, Executive Director

E-MAIL ADDRESS: mcleveland@welchcomer.com

Additional Authorized Users:

Table with 4 columns for Name, E-Mail, and Phone for two additional users.

Remove Current Contact/Additional Users:

Table with 4 columns for Name and E-Mail for one user to be removed.

MAILING ADDRESS: c/o Welch Comer Engineers, 330 E Lakeside Ave Suite 101

CITY, STATE: Coeur d'Alene, Idaho ZIP: 83814

PHONE: (208)664-6942 FAX :

The signature below, by an authorized member of this agency's governing board, will hereby authorize the State Treasurer to update our account files with the above information. Applicant will include a roster of current authorized board members, on its own letterhead, with this application and will be responsible for providing the STO any future updates to this information as they occur.

This authorization is to remain in full force and effect until the State Treasurer receives notification from us of its termination in such time and in such manner as to afford the State Treasurer and depository a reasonable opportunity to act on it.

Randy McIntire
NAME of Board Member:

Vice-Chair
TITLE of Board Member:

SIGNATURE of Board Member
(authorized to act on behalf of above named agency)

DATE