

**REGULAR MEETING MINUTES
MIDDLETON URBAN RENEWAL AGENCY
NOVEMBER 21, 2022, 7:00 p.m.**

Middleton City Hall Council Chambers
1103 W. Main Street
Middleton, Idaho 83644

1. Call to order/Roll Call
Chairman Kiser called the meeting to order at 7:06 p.m. Chairman Rob Kiser, Commissioner Carrie Huggins, Commissioner Ray Waltemate and Commissioner Carl Lohrengel were present. Vice Chairman Brett Bishop was absent. Secretary Jennica Reynolds, Treasurer Wendy Miles and Legal Counsel Meghan Conrad were also present.

2. **Action Item:** Approval of Agenda

Motion: Motion by Commissioner Lohrengel to approve the Agenda. Motion seconded by Commissioner Waltemate and approved unanimously.

3. **Action Item: Consent Agenda**

- a. Expenses:

- i. Ratification of Expenditures from July 31, 2022, through November 21, 2022, in an amount of \$2,914.50.
- ii. Approval of Expenditures from July 31, 2022, through November 21, 2022, in an amount of \$40,999.62.

- b. Minutes:

- i. Approval of Minutes from July 18, 2022, regularly scheduled meeting
- ii. Approval of Minutes from August 15, 2022, regularly scheduled meeting
- iii. Approval of Joint Meeting Minutes from September 7, 2022, meeting with City Council, Planning & Zoning Commission and MURA
- iv. Approval of Minutes from October 12, 2022, Special Meeting

Motion: Motion by Commissioner Waltemate to approve the Consent Agenda items a:i-ii and b:i-iv. Motion seconded by Commissioner Lohrengel and approved unanimously.

4. Review MURA incoming mail by Secretary – Jennica Reynolds
5. Treasurer's Report by Treasurer – Wendy Miles
6. **Action Item:** Consider approving Engagement Letter from Bailey & Company Chtd. for FY2022 audit work to begin in December 2022.

Motion: Motion by Chairman Kiser to approve the Engagement Letter from Bailey & Company Chtd. for FY2022 audit work to begin in December 2022. Motion seconded by Commissioner Lohrengel and approved unanimously.

7. Discussion: Status update regarding the Urban Renewal Plan for the Middleton East Urban Renewal Project and the upcoming public hearing before the City Council on November 30, 2022.

Legal Counsel Meghan Conrad gave a status update regarding the Urban Renewal Plan for the Middleton East Urban Renewal Project. It has been approved by the County, and is scheduled for public hearing on November 30, 2022.

8. **Action Item:** Consider next steps regarding collection of overpayment to Ridley's. Ridley's has not responded to the letter sent by the agency. Wendy Miles said she could reach out to her contact at Ridley's corporate offices. Meghan Conrad also said Elam & Burke could also reach out.

Motion: Motion by Chairman Kiser to authorize Wendy Miles and Elam & Burke Attorney's start the collection/communication process regarding collection of the overpayment to Ridley's. Motion seconded by Commissioner Lohrengel and approved unanimously.

9. **Action Item:** Consider direction to Agency staff regarding creation of an urban renewal/economic development page on the City's website. Discussion regarding development of Urban Renewal page on the City's website.

Motion: Motion by Chairman Kiser to authorize Jennica Reynolds to work with Middleton City to develop the Urban Renewal page on the City's website in an amount not to exceed \$2,000.00. Motion seconded by Commissioner Lohrengel and approved unanimously.

10. **Action Item:** Consider approval of FY2023 meeting dates. Discussion about FY2023 meeting dates, and amending Bylaws to change the start time to 6:00 p.m.

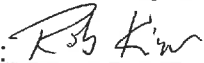
Motion: Motion by Commissioner Lohrengel to approve the FY2023 meeting dates. Motion seconded by Commissioner Waltemate and approved unanimously.

11. Board Concerns: None

12. Adjourn

Motion: Motion by Chairman Kiser to adjourn the meeting. Motion seconded by Commissioner Lohrengel and approved unanimously.

Chairman Kiser adjourned the meeting at 7:55 p.m.

Signed: 

Rob Kiser, Chairman

Dated: February 21, 2023