

REGULAR MEETING MINUTES
MIDDLETON URBAN RENEWAL AGENCY
February 21, 2023, 6:00 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 6:02 p.m. Chairman Rob Kiser, Vice Chairman Brett Bishop, Commissioner Carrie Huggins, and Commissioner Carl Lohrengel were present Commissioner Ray Waltemate 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 Vice Chairman Bishop and approved unanimously.

3. **Action Item: Consent Agenda**

a. Expenses:

- i. Ratification and Approval of Expenditures from November 22, 2022, through February 21, 2023.

b. Minutes:

- i. Approval of Minutes from November 21, 2022, regularly scheduled meeting.

Motion: Motion by Chairman Kiser to approve the Consent Agenda items a:i and b:i. 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.

Ms. Miles reported that she has had communication with Ridley's, they have intentions to pay the overpayment once they have it approved by their legal team.

Ms. Miles and the board discussed procedure for authorizing transferring of funds in order to pay the invoices that come in. Board Authorized Ms. Miles to transfer funds after an email has been sent to the Chairman and Vice Chairman detailing the amount to be transferred and requesting signatures on the checks.

6. **Action Item:** Consider Resolution No. 01-23 amending the Second Amended and Restated Bylaws to formally change the regular meeting time.

Motion: Motion by Chairman Kiser to approve Resolution No. 01-23 amending the Second Amended and Restated Bylaws to formally change the regular meeting time. Motion seconded by Commissioner Lohrengel and approved unanimously.

7. **Action Item:** Consider tentative approval of the 2022 Annual Report, Schedule Meeting to Take Public Comment and Authorize Publication of Meeting Notice.

Ms. Reynolds stated she would like to publish the meeting notice on Feb 28, 2023.

Motion: Motion by Vice Chairman Bishop approving the 2022 Annual Report, Schedule Meeting to Take Public Comment and Authorize Publication of Meeting Notice. Motion seconded by Commission Lohrengel and approved unanimously.

8. **Action Item:** Election of Officer: Chairman, Vice Chairman, Treasurer, and Secretary. Nomination for Chairman: Kiser and Bishop. Bishop voted Chairman. Nomination for Vice Chairman: Kiser. Kiser voted Vice Chairman.

Motion: Motion by Chairman Kiser to approve Wendy Miles as Treasurer and Jennica Reynolds as Secretary. Motion seconded by Commissioner Lohrengel and approved unanimously.

9. Discussion: Status update regarding the Urban Renewal Plan for the Middleton East Urban Renewal Project

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 City at the public hearing held on November 30, 2022. All of the agency notices following the approval were circulated. The State Tax Commission has received the notification and is updating their maps. As a housekeeping follow-up, the board will need to consider a Resolution for Reimbursement from the East District to the existing District. This will be brought to the next meeting.

10. Board Concerns: None

11. Adjourn

Chairman Kiser to adjourned the meeting at 6:47 pm.

Signed: 

Rob Kiser, Vice Chairman
Dated: March 20, 2023