

POST FALLS URBAN RENEWAL MINUTES

January 19, 2012

CALL TO ORDER, ROLL CALL AND PLEDGE OF ALLEGIANCE

Chairman Bobbi Rollins called the meeting to order at 7:00 a.m. Executive Director Tom Lien called the roll. Present, in addition to Chairman Rollins were Commissioners Larry Carstensen, Jerry Baltzell, Dave Holloway, Tim Short and Samantha Babich. Hilde Shetler had an excused absence.

Commissioner Carstensen led the Pledge of Allegiance.

CEREMONIES, APPOINTMENTS AND ANNOUNCEMENTS.

Chairman Rollins welcomed Samantha Babich to the Commission.

CONFLICT DISCLOSURE

None

CONSENT CALENDAR

Lien introduced the Consent Calendar. All Commissioners had been given a packet of information for the meeting including the reviewed and edited December 15, 2011 Commission meeting minutes. Provided also were the payables for the month totaling \$11,711.63.

The financial statements as of December 31 are as printed from the in-house QuickBooks accounting system and will be posted to the Agency website.

The Bank Activity Report shows total funds in all accounts of \$5,634,385.41 with accrued interest for the month of \$1,133.69.

Approval of the Consent Calendar will authorize the transfer of \$1,133.69 accrued interest to the General Fund and transfer to the INB checking account of \$11,711.63 to pay the payables.

Commissioner Babich made a motion to remove approval of the minutes from the Consent Calendar due to her not being a Commissioner at that time, seconded by Short. Motion carried by voice vote.

Holloway made a motion to accept the Consent Calendar as presented with the removal of the minutes, seconded by Baltzell. Roll Call: Carstensen – Aye; Baltzell – Aye; Rollins – Aye; Holloway – Aye; Short – Aye and Babich – Aye. Motion carried.

Baltzell made a motion to accept the minutes of December 15, 2011 as presented, seconded by Carstensen. Motion carried by voice vote.

CITIZEN COMMENT

None

COMMITTEE UPDATES

Chairman Rollins explained the change in the Agenda, moving the Committee Updates after citizen comment so the updates may be reflective of an action that may be taken under Unfinished or Old Business.

Baltzell requested the Committee Updates precede citizen comments as there have been instances where the updates would have affected comments and decisions made on items that were discussed in committee meetings.

Rollins directed staff to revise the Agency By-Laws to reflect the order on the Agenda moving committee updates after the consent calendar.

Finance – Holloway – December financial statements and quarterly budget vs. actual were reviewed and approved. The Spencer Street project in EPF was discussed and an update provided on the status of the 2011 audit.

District Review – Short – Committee will meet monthly and perform a review of a District each quarter. A District review will be performed on East Post Falls District and presented to Commission in April.

Personnel, Property and Communications – Baltzell – Nothing to report.

UNFINISHED BUSINESS

None

NEW BUSINESS

Election of Officers. Commissioner Baltzell made a motion to re-elect the Bobbi Rollins as Chairman, seconded by Short. Motion carried by voice vote.

Commissioner Holloway made a motion to elect Tim Short as Vice-Chair, seconded by Carstensen. Motion carried by voice vote.

Commissioner Baltzell made a motion to re-elect Dave Holloway as Treasurer, seconded by Carstensen. Motion carried by voice vote.

Baltzell made a motion for the newly elected officers of the Agency to be designated as authorized signers for all financial transactions, including checking and savings accounts and Bank Certificates of Deposit. Seconded by Short. Motion carried by voice vote.

STAFF REPORT

ED Lien stated staff continues to review the reimbursement request from Four Square Properties.

Agency has not received a report back from the City on the final work that JUB Engineering is doing to complete their original contract on providing an estimate of project costs on the Highway 41 Trail.

The Strategic Planning Session has been scheduled for Thursday, March 8th from 7:30 am to 11:30 am at the Post Falls Police Department meeting room. Notification and posting will comply with the Idaho Open Meetings Law.

In a recent discussion with State Representatives Frank Henderson and Bob Nonini, Lien learned that along with Senator Jim Hammond, the three (3) fifth district legislators designed and produced a limited number of brochures titled Northern Idaho. The brochure includes comments from Governor Otter, Mayor Larkin and several local business owners supporting locating business in Idaho. Also included are worksheets which compute cost factors for doing business in Northern Idaho compared to other states. This brochure has been posted to our website. Staff will mail a brochure to each proponent for their use in recruiting new business to their district.

Included in the Commissioner packets is a 2012 Meeting Calendar which will also be posted on the PFURA website under the meetings tab.

The web site statistics for the month of December show the most page visits to City Center and the East Post Falls district pages.

Included in the Spokane Journal of Business was a report on the Beck Road interchange project, with an indication that the construction contract was awarded for \$21.0 million dollars to a Utah contractor. Design work is in process, with construction scheduled to begin in the spring and completion by the end of the year.

The most recent status report from the Department of Environmental Quality (DEQ) on the Brownsfield Assessment Project indicates they are looking at a start date of February 1 for the Phase I Assessment. A draft report of that assessment is anticipated by the end of February. The Agency will have 180 days from that date to make a purchase decision on the property. DEQ has met with Tetrattec Engineering in Spokane regarding performing the assessment.

COMMISSIONER COMMENTS

Baltzell announced he will be out of the country and unable to attend any February meetings.

CHAIRMAN COMMENT

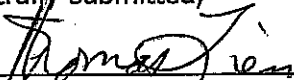
Included in the Commissioner packets is a list of Committees and Members. Rollins met with ED Lien regarding assignment of committee members and some changes were made.

Rollins recognized staff for their hard work and attention to detail.

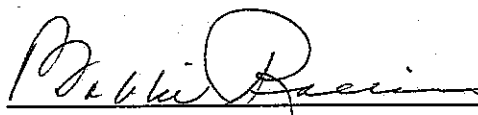
ADJOURNMENT

Rollins asked for a motion to adjourn. Commissioner Short made the motion, seconded by Holloway. All in favor by voice vote.

Respectfully submitted,



Thomas Lien, Executive Director



Bobbi Rollins, Chairman