

POST FALLS URBAN RENEWAL MINUTES

April 20, 2017

CALL TO ORDER, ROLL CALL AND PLEDGE OF ALLEGIANCE

Chairman Jerry Baltzell called the meeting to order at 8:00 a.m. Executive Director Diane Fountain called the roll. Present, in addition to Baltzell were Commissioners Larry Carstensen, Len Crosby, Tom Malzahn, Collin Coles and Jame' Davis. Commissioner Rich Houser had an excused absence. Crosby led the Pledge of Allegiance.

CEREMONIES, APPOINTMENTS AND ANNOUNCEMENTS

None

CONFLICT DISCLOSURE

None

CONSENT CALENDAR

Fountain introduced the Consent Calendar. Item A is the Commission Meeting Minutes, March 16, 2017.

Item B is the Commissioner Workshop Minutes, April 12, 2017

Item C is the payables for the month totaling \$5,283.86.

Item D is the Bank Activity Report which shows total funds in all accounts of \$3,421,334.24 with accrued interest for the month of \$1,904.06.

Item E is the financial reports as of March 31, 2017 and will be posted to the Agency website.

Approval of the Consent Calendar will authorize the transfer of \$1,904.06 accrued interest to the General Fund and a transfer to the Community 1st checking account of \$5,283.86 for general payables.

Commissioner Davis made a motion to approve the Consent Calendar as presented, seconded by Carstensen. Motion carried by voice vote.

COMMITTEE UPDATES

Finance & Policy – Crosby – Commissioner Houser is reviewing the March Bank Statements. Committee will meet in May to discuss CD investments, maturity dates and projections of restrictive and non-restrictive funds.

District Review – Coles – Nothing to report.

Communication, Property and Personnel – Carstensen – Committee met a couple times, discussion take place under item 8a New Business.

CITIZEN COMMENTS

None

UNFINISHED BUSINESS

City Hall Campus Parking Lot. Fountain stated the City is requesting URA reimbursement for a parking lot adjacent to the Chamber Building. This project was discussed at the workshop with recommendation to fund it with increment from the City Center District once the current debt is paid off, which is anticipated to be in August, 2017. The contract between the City and JUB for the design work was approved by Council on Tuesday evening. The City Attorney will draft an MOU for review by our legal counsel which would come back to Commission for approval at a later date. Baltzell stated the costs would not exceed \$100,000.

Bill Melvin, City Engineer approached the Commission stating the work would include in-fill at the site, grading, curbing, landscaping and street lighting to match the existing theme in the City Hall campus. Work should be complete late summer or early fall. The MOU is being structured where the City would be the lead on the project.

Discussion:

Crosby: How many parking spaces will be created?

Melvin: That will be determined during the design stage; it should be approximately 30 additional spaces.

Crosby: Would access be through the existing alley?

Melvin: Yes, we are not looking at additional access off 4th Avenue.

Baltzell: The parking lot will be open to the public. It would complement the City's business and anything else in the community that is going on.

Melvin: As the City continues to grow there is a need for additional parking.

Carstensen: Will the lighting be the same as or similar to the existing lighting?

Melvin: We are looking at the existing blue lights within the current parking lot so the theme can be carried throughout.

Commissioner Malzahn stated urban renewal is bound by the Statutes of the State of Idaho, specifically Chapter 50-29 (Economic Development) and Chapter 50-20 (Urban Renewal). We have a fiduciary responsibility to the taxing entities. The parking lot is a good idea but there is no economic development. Malzahn cited Chapter 2002 of Title 50 Findings and Declaration of Necessity and stated he is opposed to the Agency funding the parking lot.

Crosby: In looking at the context of the entire City Center District; in the past the Agency funded projects such as the Spokane Street improvements which did not include much public parking. The traffic and parking impact from the brewery at 1st and Spokane is significant. If we want to see further economic development downtown we must address the parking issue. This will be a public improvement as it will serve everyone coming to the area. While I respect and appreciate what Commission Malzahn brought up, I feel this is a vital public improvement.

Baltzell: The area where the parking lot will be was a blighted area. The City has torn down the structures and the next step is to improve the area to benefit the community. The taxing districts are not the ones paying; it is the community who pays the taxes. It would be an important improvement with the growth and activity that is going on in the City Center area.

Davis: In terms of economic development, the parking spaces will be a catalyst for future development. The overflow from nearby businesses will utilize the parking lot. There is going to be businesses along 4th

Avenue and Spokane Street that will benefit from the additional parking lot. During the summer months, the Visitor's Center is packed with people coming to the area for recreation and relocation. The economic development can be touched in a lot of different areas and parking will be a good use of that property.

Commissioner Crosby made a motion to authorize Agency Legal Counsel to work with the City Attorney to draft an MOU in regards to the reimbursement of the costs associated with the improvement of the parking area in an amount not to exceed \$100,000. Seconded by Coles. Roll Call: Baltzell – Aye, Carstensen – Aye, Crosby – Aye, Malzahn – No, Coles – Aye, Davis – Aye. Motion carried.

NEW BUSINESS

Executive Director Status. Baltzell stated an Executive Session was held at the workshop to discuss the status of our Interim Executive Director. It was determined to remove the interim status and promote Diane Fountain to Executive Director along with the appropriate salary adjustment.

Commissioner Carstensen made a motion to eliminate the interim title and promote Diane Fountain to Executive Director with the necessary pay adjustment to reflect what previous Executive Directors were making. Seconded by Davis. Motion carried by voice vote.

Carstensen stated we are fortunate to have Diane and she has done an excellent job. Baltzell stated she responds quickly to phone calls and emails, is very knowledgeable and is very well thought of by our Proponents.

STAFF REPORT

Fountain stated construction of Creative Way in the Expo District has begun. In the Tullamore District work has begun on Charleville Road and Killdeer Lane which will be completed this summer. It is anticipated to construct Cecil Road in the fall.

Fountain thanked the Commission for the promotion expressing it has been a pleasure working for the Agency and the Commissioners.

COMMISSIONER COMMENTS

Crosby inquired on the status of the lift station upgrade that serves the Center Point and Expo districts and how it impacts the residential development.

Melvin: The lift station has been designed and approved by the City and is currently at DEQ for final review and approval. The force main ties into Pleasantview; the City currently has a project at that location and is trying to coordinate the activities of both projects to eliminate having to tear up the road twice. The work should be completed this summer. There is an agreement with the Certificates of Occupancy (C/O's) relative to completion of the lift station. The housing development in the Expo district does not tie into the lift station upgrade, the first two (2) or three (3) phases of Woodbridge South will flow east through a gravity flow system. Only the properties that lie west of Jacklin Road tie into the lift station upgrade.

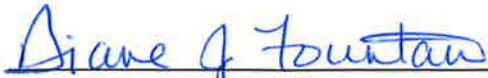
CHAIRMAN COMMENT

Baltzell stated there has been discussion regarding workshops, the 3 on 3 meetings and legal lunch and the necessity of each. Workshops will be held as needed, the 3 on 3 meetings with the City will be called by the Mayor and legal lunch will be scheduled if necessary.

ADJOURNMENT

Baltzell asked for a motion to adjourn. Commissioner Crosby made the motion, seconded by Coles. All in favor by voice vote. Meeting was adjourned at 8:33 am.

Respectfully submitted,



Diane Fountain, Executive Director



Jerry Baltzell, Chairman