



Post Falls Urban Renewal Agency
July 18, 2019 Meeting
8:00 am, Post Falls City Hall

1. Call to Order, Commissioner Roll Call and Pledge of Allegiance
2. Ceremonies, Appointments and Announcements
3. Conflict Disclosure
4. Consent Calendar **ACTION ITEMS**
 - a. Commission Meeting Minutes, June 20, 2019
 - b. Commission Workshop Minutes, July 9, 2019
 - c. Payables
 - d. Bank Activity Report
 - e. Financial Reports
5. Committee Updates
 - a. Finance and Policy – Crosby
 - b. District Review - Coles
 - c. Communications, Property & Personnel - Carstensen
6. Citizen Comments
This section of the agenda is reserved for citizens wishing to address the Commission regarding an Agency related issue. Comments related to future public hearings should be held for that public hearing. Persons wishing to speak will have 5 minutes.
7. Unfinished Business
8. New Business
9. Staff Report and Updates
10. Commissioner Comments
11. Chairman Comments
12. Adjournment

Requests for accommodation of special needs to participate in the meeting should be addressed to the Office of the Executive Director, 201 E. 4th Avenue, Post Falls, Idaho 83854, or call (208) 777-8151.

Mission Statement: To encourage sound economic and community improvement that enhances the overall quality of life in Post Falls by: providing and improving infrastructure, attracting jobs, and enhancing citizen safety and health.

POST FALLS URBAN RENEWAL MINUTES

June 20, 2019

CALL TO ORDER, ROLL CALL AND PLEDGE OF ALLEGIANCE

Vice Chairman Larry Carstensen called the meeting to order at 8:00 a.m. Executive Director Diane Fountain called the roll. Present, in addition to Carstensen was Len Crosby, Eric Clemensen, Collin Coles and Jame' Davis. Also, in attendance was legal counsel Pete Bredeson, Shelly Enderud & Jessie Morrow. Chairman Jerry Baltzell and Commissioner Laura Horn had excused absences. 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, May 16, 2019.

Item B is the Communication, Property & Personnel Committee Minutes, May 21, 2019.

Item C is the Finance Committee Minutes, June 11, 2019

Item D is the payables for the month totaling \$6,593.59.

Item E is the Bank Activity Report which shows total funds in all accounts of \$4,065,158.42 and accrued interest for the month of \$6,282.62

Item F is the financial reports as of May 31, 2019.

Approval of the Consent Calendar will authorize the transfer of \$6,282.62 accrued interest to the General Fund and a transfer to the First Interstate Bank checking account of \$6,593.59 for general payables.

Commissioner Crosby made a motion to approve the consent calendar as presented, seconded by Coles. Roll Call Vote: Crosby – Aye; Carstensen– Aye; Davis – Aye; Coles – Aye; Clemensen – Aye. Motion carried.

COMMITTEE UPDATES

Finance & Policy – Crosby – May financials have been reviewed. Committee met and finalized the operating budget for FY 2020 which will be discussed at the July 9th workshop with a Budget Hearing on August 15, 2019. A draft closing budget for the West Seltice II District which closes in 2020 was reviewed and will be presented at the September 19, 2019 Commission meeting.

District Review – Coles – Nothing to report.

Communication, Property and Personnel – Carstensen – Committee met on May 21, 2019 and performed an evaluation on staff which will be brought to the July workshop. An SSL Certificate to make our website more secure is available and the cost for that has been included in the FY 2020 budget as well as an upgrade to the website which will also be discussed at the workshop in July.

CITIZEN COMMENTS

Shelly Enderud, City Administrator approached Commission with an update of the 4th Avenue parking lot project. City Council approved a contract Tuesday, June 18, 2019 with Interstate Concrete & Asphalt for paving of the parking lot which should be completed by September.

UNFINISHED BUSINESS

None

NEW BUSINESS

Amended MOU – Highway 41 Gravity Pipeline Upsize Project. Fountain stated this MOU is between the Agency and the City whereas, the Agency has agreed to fund the Highway 41 upsizing from 12th Avenue to Horsehaven with tax increment from the EPF District. The project has been designed and ROW is anticipated to be complete this summer by ITD. The MOU replaces one that was approved in November, 2018 to cover the possibility that if the project is not completed by the maturity date of December 2022, the Agency agrees to pay the City 110% of the estimated remaining costs, including contingency funds for unforeseen expenses or higher than expected costs. The funds will be used solely for the completion of the project with any excess being rebated by the City to the affected taxing districts as provided in Idaho Code 50-2909(4). The purpose of the Memorandum is to formally document the understanding and relationship between the City and the Agency for the Highway 41 Gravity Pipeline Upsize Project. The MOU has been reviewed by legal counsel and will go to City Council for approval on July 2nd. Bredeson stated the main change in the MOU was the Financial Agreement section.

Commissioner Crosby asked for confirmation that the current tax increment projections will be sufficient to cover the cost of this project which Fountain affirmed to be correct.

Carstensen: What is the status of the drain field that needs to be moved on one of the properties, has that issue had been resolved?

Enderud: That has not been resolved at this point, but there has been indication from ITD that the Highway 41 Project may be delayed until 2021 which would provide time to get that issue resolved.

Clemensen: What is behind that possible delay?

Enderud: The State has a lot of projects they are currently working on and have not moved forward with the engineering, design and ROW acquisition as they had anticipated. The original delay was due to a home on Highway 41 that was considered to be historic, until they got that confirmed they couldn't move forward with ROW acquisition.

Carstensen: Would a delay have an effect on the Tech Park?

Enderud: It possibly could delay the retail side but not the Tech Park.

Commissioner Crosby made a motion to approve the Amended MOU for the Highway 41 Gravity Pipeline Upsize Project, seconded by Coles. ROLL CALL: Crosby – Aye; Carstensen – Aye; Davis – Aye; Coles – Aye, Clemensen – Aye. Motion carried.

Amended MOU – EQ Basin Project, 12th Avenue Lift Station Improvements and Force Main. This MOU is between the Agency and the City whereas, the Agency has agreed to fund the EQ Basin Project, 12th Ave. Lift Station Improvements and a portion of the Force Main with tax increment from the EPF District. The project is in the final design process. The MOU replaces one that was approved in September, 2018 to cover the possibility that if the project is not completed by the maturity date of December 2022, the Agency agrees to pay the City 110% of the estimated remaining costs, including contingency funds for unforeseen expenses or higher than expected costs. The funds will be used solely for the completion of the project with any excess being rebated by the City to the affected taxing districts as provided in Idaho Code 50-2909(4). The purpose of the Memorandum is to formally document the understanding and relationship between the City and the Agency for the EQ Basin Project, 12th Avenue Lift Station Improvements and Force Main. The intent is to complete this project by 2022. The MOU has been reviewed by legal counsel and will go to City Council for approval on July 2nd.

Commissioner Coles made a motion to approve the EQ Basin Project, 12th Ave. Lift Station Improvements and Force Main, seconded by Crosby. ROLL CALL: Crosby – Aye; Carstensen – Aye; Davis – Aye; Coles – Aye, Clemensen – Aye. Motion carried.

STAFF REPORT

Fountain spoke with Mr. Watson, proponent of the Expo District, who stated that most of the sprinklers were in along Jacklin Road and Expo Parkway with landscaping to be completed by the end of July. Mr. Watson expressed that the housing has sparked industrial users interested in locating in the Expo District. He has seen more interest in the last two (2) months than in the past three (3) to four (4) years. Romney Motion, Inc. which is located on Innovation Way is wanting to expand 18,000 sq. ft and add an additional 40 to 50 employees. Romney Motion is a leader in CNC machining and fabricate parts for airplanes and medical.

In the Center Point District NWR, Inc (an HVAC company) has relocated from Seltice Way to Baugh Way. They have been in business since 2007 and employ 30 people. They have been at this new location for approximately three (3) weeks. Fountain also stated the Maverick Gas Station is now open for business.

COMMISSIONER COMMENTS

Commissioner Crosby stated the West Seltice II District will close in 2020, Expo in 2021 and Center Point in 2022. Commission is actively engaged in closing out districts and returning the tax base to the taxpayers and the various taxing districts.

CHAIRMAN COMMENT

Vice-Chairman Carstensen asked for an update of UPS and Crown Enterprises locating in the Center Point District. Fountain stated Crown Enterprises is scheduled for a hearing with P&Z in July and an email has been sent to Kris Logsdon for an update.

Carstensen stated it is encouraging to see some activity in that area.

ADJOURNMENT

Carstensen asked for a motion to adjourn. Commissioner Clemensen made the motion, seconded by Crosby. All in favor by voice vote. Meeting was adjourned at 8:22 am.

Respectfully submitted,

Diane Fountain, Executive Director

Larry Carstensen, Vice Chairman

POST FALLS URBAN RENEWAL Workshop Minutes

July 9, 2019 – City Hall (Basement Conference Room)

CALL TO ORDER, ROLL CALL, 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, Collin Coles, Eric Clemensen and Jame' Davis. Commissioner Laura Horn had an excused absence. Also, in attendance was Pete Bredeson, Warren Wilson, Bob Seale and Shelly Enderud. Baltzell led the Pledge of Allegiance.

CONFLICT DISCLOSURE

None

CITIZEN COMMENT

None

Presentation by City Staff on Downtown District Eligibility Study. Bob Seale gave a presentation on the Downtown District Eligibility Study that was also shared at a joint workshop on April 16, 2019. Idaho Veneer is meeting with JUB on development of that property and two (2) parcels on the west side of Spokane Street are in negotiations. Projects could include implementation of the parking plan, relocating the rail spur, a round-a-bout at Fourth and Seltice Way, monuments and wayfinding signage and community art in the downtown area with bike connections and esplanade improvements. If approved today, it will go to City Council on July 16th to adopt the Eligibility Report. A legal description will be drawn up for the area. The Metts Group will begin writing a Feasibility Study in August which should be completed in 6-8 weeks.

The City will engage with ULI who will give a presentation on downtown districts in August, visioning workshops will also be held.

Resolution 2019-02 Recommending the Downtown Area be Declared a Deteriorating Area and Recommend Boundaries for the Deteriorating Downtown Area. Commissioner Crosby made a motion to adopt Resolution 2019-02 recommending the Downtown area be declared a deteriorating area and approve the boundaries for the deteriorating downtown area. Seconded by Coles. ROLL CALL: Baltzell – Aye; Carstensen – Aye; Crosby – Aye; Coles – Aye; Clemensen – Aye; Davis – Aye. Motion carried

Financial Reports. Director Fountain reviewed the June Financial reports which include updated obligation and carryover balances on the Increment Received Worksheet and the 9-month Budget vs. Actual.

Commissioner Coles made a motion to approve the financial reports as presented, seconded by Carstensen. Motion carried by voice vote.

Executive Session. Commissioner Crosby made a motion to enter into Executive Session per Idaho Code Section 74-206 (1)(b) to consider the evaluation of an employee, staff member or individual agent. And further that no final action or making of any final decision shall be made in the Executive Session, and that the Executive Session shall last no longer than ten (10) minutes. Seconded by

Clemensen. ROLL CALL: Baltzell – Aye; Carstensen – Aye; Crosby – Aye; Clemensen – Aye; Coles – Aye; Davis – Aye. Motion carried. Executive Session started at 9:00. Director Fountain left the room.

Executive Session ended at 9:10 am.

Baltzell stated the Chairman of the Personnel Committee will meet with the Executive Director regarding recommendation of salary adjustment as discussed in executive session. Commissioner Clemensen made a motion to approve that action, seconded by Coles. Motion carried by voice vote.

FY 2020 Budget Workshop. Commissioner Crosby presented the FY 2020 Budget. A slight decrease in tax increment ranging from 5 to 12% is being projected in the Expo, Center Point and West Seltice II Districts. The EPF district will see a 17.5% increase due to continued construction in the Tullamore area. Carryover revenues in the EPF district continue to be accrued to make future payments on the Greensferry Overpass and payments to the City for major sewer improvements.

Operating expenses continue to represent less than 2% of the projected revenue. The income and expenses projected for FY 2020 are \$8,701,424 which are in balance as required. (Budget notes attached)

Commissioner Coles made a motion to tentatively approve the FY 2020 budget and authorize staff to advertise the budget hearing in the Press, seconded by Carstensen.

Staff Report. Fountain stated she attended the Health Corridor Master Plan workshop in Coeur d’Alene and explained the process they are going through to get public input on a new URD.

Commissioner Comments

Commissioner Crosby stated it was helpful to have City Staff in attendance to answer questions on the new Downtown District.

Adjournment. Baltzell asked for a motion to adjourn. Commissioner Coles made the motion, seconded by Clemensen. All in favor by voice vote. Meeting was adjourned at 9:20 am.

Respectfully submitted,

Diane Fountain, Executive Director

Jerry Baltzell, Chairman

URBAN RENEWAL COMMISSION – BUDGET PRESENTATION NOTES
Fiscal Year 2020 Budget

Good Morning: Here are the key aspects of the Post Falls Urban Renewal Commission's Fiscal Year 2020 budget for the year commencing on 10/1/2019 and ending on 9/30/2020:

REVENUES:

- Tax increment income is projected for each existing Urban Renewal District and is based on property values determined by the Kootenai County Assessor's Office. The tax rate for each of the taxing districts is not currently known, and will be finalized by each of those entities at budget hearings later this year. The tax increment is, therefore projected on current tax rates for each of the underlying taxing districts, which set those rates.
- We are conservatively projecting a slight decrease in the tax increment projected to be received in the Expo, Center Point and West Seltice Districts. The projected decrease averages 8.6% and ranges from 5% in the Expo District to 12% in the West Seltice District, where we have no recent development.
- We are projecting a 17.5% increase in the tax increment to be received in the East Post Falls District reflecting the continuing new construction in the Tullimore area.
- We are projecting tax increment from the newly created Technology District based on current and continued residential construction within the boundaries of the District.
- Overall, the projected tax increment for all five existing Districts is anticipated to increase only seven tenths of 1% (or \$36,083) from the **actual** increment received in FY 2018.

- No “other income” is anticipated, and we do not anticipate the need to transfer funds from the General Fund to meet Agency operating costs.
- Interest income has been projected at \$18,000, despite the fact that the Agency has received in excess of \$50,000 in interest income during this year. Interest income is projected to decrease due to the fact that we continue to repay debt and disburse accrued increment for completed public improvements.
- Carry over revenue is tax increment collected in prior periods within a District which will be applied to pay for public improvements currently underway or planned for the future. Those funds will only be paid out when the public improvements are completed and paid for by the Proponent, and all costs documented and reviewed by the Agency’s independent engineers. Additionally, the improvements must be approved by the City, and dedicated to, and accepted by, the City before reimbursement is made.

The Agency is only projecting carry over revenues in 2020 for the East Post Falls District, which reflects revenues that will be accrued to make future payments on the bonds issued to finance the Greensferry Overpass, and revenues to pay for major sewer improvements in that District.

- We are not projecting any borrowings in 2020.
- Total Revenues projected for FY 2020 are \$4,983,231. Carry over revenues from prior year’s total \$3,718,193. The Agency is projecting total funds available for FY 2020 of \$8,701,424.

EXPENSES:

- Our main expenditures in 2020 will be Debt Repayment and reimbursement of completed and dedicated public improvements.

- Proponent Reimbursement for approved and completed public improvements - including DEBT REPAYMENT and interest expense associated with the debt, is projected to increase by \$1,678,594 to \$8,555,424. This increase is a result of reimbursement being paid for completed, dedicated and accepted public improvements, and our continued focus on paying down borrowed funds as quickly as possible.
- Projected proponent reimbursements assume all existing improvements set forth in the approved District Plans will be completed within FY 2020. If improvements are not completed or approved and dedicated within FY 2020, those projected funds will be “carried over” to future fiscal years as explained previously.
- Over the course of FY 2020 it is the Agency’s intention to continue to aggressively pay down the outstanding bonds that were issued to build the Greensferry Overpass. The outstanding balance of those bonds, as of 6/30/2018 is \$3,674,564.

- **OPERATING EXPENSES:**

- The Operating Expenses of the Urban Renewal Agency continue to represent less than 2% of our projected revenue. Our FY 2019 Operating Expenses were budgeted at \$130,000. We are projecting a 12% increase in operating expenses for FY 2020 to \$146,000.
- We are projecting an increase in the following line items:
 - Audit
 - Employee wages and related expenses
 - Engineering services associated with reviewing approved and completed public improvements
 - Insurance
 - Phone
 - And maintenance of our website, as we increase security.
- We are projecting a decrease in expenses for

- Unemployment taxes
 - Post office box rental
 - Computer repair and configuration
 - Computer hardware costs
- 4
- **Total Expenses for FY 2020 are forecast at \$8,701,424.**
 - **Of that total, \$8,555.424 or 98.3% of our Expenses are allocated for debt repayment and funds being reimbursed to proponents for completed, approved and dedicated public improvements.**
 - **The remaining 1.7% of the forecast expenses or \$146,000 are operating expenses (including contingency) associated with operating and administering the Post Falls Urban Renewal Agency.**
 - The Income and Expenses projected in the 2019 budget balance, as is required..

QUESTIONS?

Post Falls Urban Renewal Agency - In-House
Unpaid Bills Detail
As of July 18, 2019

Type	Date	Memo	Open Balance
Bredeson Law Group			
Bill	07/15/2019	Legal Services 6/17/19 through 7/09/19	475.00
Total Bredeson Law Group			475.00
Canon Solutions America, Inc.			
Bill	07/01/2019	Copier Usage 6/01-6/30/19	15.11
Total Canon Solutions America, Inc.			15.11
U.S. Postal Service			
Bill	07/01/2019	6 months PO Box rental	50.00
Total U.S. Postal Service			50.00
Verizon Wireless			
Bill	06/27/2019	Office Phone 5/28 to 6/27/19	73.23
Total Verizon Wireless			73.23
VISA			
Bill	06/27/2019	Annual QB payroll update	230.00
Total VISA			230.00
TOTAL			843.34

PAYROLL

4244.79

Total payables

5,088.13

Bank Activity Report

June 2019

Cash Section

Checking: First Interstate

Beginning Balance		\$	10,455.88
Deposits	\$	239,973.18	
Withdrawals	\$	(239,613.24)	
Ending Balance		\$	10,815.82
Outstanding Checks	\$	(1,345.67)	
Account Balance		\$	9,470.15

Money Market: First Interstate

Beginning Balance		\$	45,147.07
Deposits	\$	15.15	
Withdrawals	\$	-	
Ending Balance		\$	45,162.22
Deposits in Transit	\$	-	
Outstanding Checks			
Account Balance		\$	45,162.22

Idaho Central CU - Savings

Beginning Balance		\$	25.00
Interest			
Ending Balance		\$	25.00

Investment Section

LGIP General Fund 1829

Beginning Balance		\$	538,730.69
Contributions	\$	7,459.78	
Withdrawals	\$	(6,593.59)	
Ending Balance		\$	539,596.88
Outstanding Transfer			
Account Balance		\$	539,596.88

LGIP Capital Improvements 1910

Beginning Balance		\$	3,048,941.77
Contributions	\$	240,028.08	
Withdrawals	\$	(6,282.62)	
Ending Balance		\$	3,282,687.23

Certificate of Deposits

	Interest Rate	Amount	Maturity Date
Washington Trust Bank (CD - Loan Reserve)	0.15%	\$ 250,000.00	11/2/2019
Washington Trust Bank (CDARS - Loan Reserve)	0.10%	\$ 172,851.91	11/2/2019

Total Funds All Accounts:

\$ 4,299,793.39

June

	Interest
State Pool - LGIP 1910	\$ 6,656.66
CD - Washington Trust Bank	\$ -
CDARS - Washington Trust Bank	\$ -
Total	<u>\$ 6,656.66</u>

Balance Sheet

As of June 30, 2019

	Jun 30, 19
ASSETS	
Current Assets	
Checking/Savings	
WTB - Loan Reserve - CD	250,000.00
Savings - Idaho Central CU	25.00
First Interstate Bank - MMA	45,162.22
First Interstate Bank- Checking	9,470.15
WTB - Loan Reserve - CDARS	172,851.91
LGIP1829-General Fund	539,596.88
LGIP1910-Capital Improvements	3,282,687.23
Total Checking/Savings	4,299,793.39
Other Current Assets	
Prepaid Insurance	2,115.06
Accounts Receivable - Taxes	120,166.00
Interest Receivable	6,539.00
Total Other Current Assets	128,820.06
Total Current Assets	4,428,613.45
TOTAL ASSETS	4,428,613.45
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Washington Trust Bank-Overpass	938,000.00
Accrued Vacation Payable	2,828.62
Deferred Increment Revenue	110,311.00
Payroll Liabilities	1,706.59
Total Other Current Liabilities	1,052,846.21
Total Current Liabilities	1,052,846.21
Long Term Liabilities	
Proponent Reimbursement Balance	
Washintgon Trust Bank-Overpass	2,736,564.13
Total Proponent Reimbursement Balance	2,736,564.13
Total Long Term Liabilities	2,736,564.13
Total Liabilities	3,789,410.34
Equity	
Restricted Fund Balance	596,517.44
Nonspendable Fund Balance	2,115.00
Allowance for Long Term Debt	-3,674,564.13
Fund Balance - Special Revenue	2,505,789.43
Fund Balance - General Fund	508,741.45
Unrestricted Net Assets	-377,079.83
Net Income	1,077,683.75
Total Equity	639,203.11
TOTAL LIABILITIES & EQUITY	4,428,613.45

Post Falls Urban Renewal Agency - In-House

07/01/19

Profit & Loss

Accrual Basis

June 2019

	Jun 19	Oct '18 - Jun 19
Ordinary Income/Expense		
Income		
Interest	7,857.14	60,636.00
Center Point District	75,578.92	538,544.77
East Post Falls District	129,258.88	1,954,471.96
Expo	19,309.30	265,225.70
West Seltice II	9,224.32	172,685.09
Total Income	241,228.56	2,991,563.52
Gross Profit	241,228.56	2,991,563.52
Expense		
New District Development Costs	0.00	0.00
Meetings	0.00	125.00
Audit	0.00	7,000.00
Advertising & Legal Notices	0.00	65.25
District Payments	0.00	1,845,534.88
Engineering Services	0.00	2,000.00
Legal Fees	1,150.00	8,825.00
Insurance	0.00	150.00
Dues & Memberships	0.00	670.00
Office Equipment	0.00	1,234.67
Office Supplies	0.00	95.06
Postage, Mailing Service	0.00	4.50
Printing and Copying	7.32	91.82
Rent	0.00	7,740.00
Telephone, Telecommunications	0.00	570.02
Website Design, Hosting & Maint	0.00	180.34
Payroll Expenses	5,389.43	39,593.23
Total Expense	6,546.75	1,913,879.77
Net Ordinary Income	234,681.81	1,077,683.75
Net Income	234,681.81	1,077,683.75

Fund Reconciliation:

6/30/2019

QB

WTB - Loan Reserve - CD	\$	250,000.00
Savings - Idaho Central CU	\$	25.00
Community 1st - MMA	\$	45,162.22
Community 1st - Checking	\$	9,470.15
WTB - Loan Reserve - CDARS	\$	172,851.91
LGIP - 1829	\$	539,596.88
LGIP - 1910	\$	3,282,687.23

Total**\$ 4,299,793.39****FUNDS**

General Fund	\$	600,910.91
Capital Improvement Fund	\$	3,276,030.57
WTB - Loan Reserve (EPF)	\$	422,851.91

Total**\$ 4,299,793.39**

C.I. Fund Allocation:

CP-The Pointe	\$	77,830.85
CP-Pointe Apartments	\$	59,040.18
Expo	\$	50,251.51
W. Seltice II	\$	15,511.56
EPF-Tullamore	\$	46,398.45
EPF-Tullamore Commons II	\$	-
EPF-S/Ctr	\$	<u>3,026,998.02</u>
	\$	<u>3,276,030.57</u>

Post Falls Urban Renewal Agency

Increment Received District Obligation Balance

Termination Date	Center Point	Pointe	East Post Falls		Commons II	Expo	West Seltice II	Total
	The Pointe	Apartments	South/Central	North-Tullamore				
	2022	2022	2022	2022	2022	2021	2020	
Sep-18	3,477.84	-	2,068.02	-	-	-	-	5,545.86
Expo Reimbursement Oct - 18	-	-	3,188.19	1,045.89	-	219.57	-	4,453.65
Nov-18	4,483.55	-	10,632.12	-	-	-	-	15,115.67
Dec-18	88,532.81	-	144,163.13	-	-	35,827.90	3,414.07	271,937.91
Jan-19	339,812.95	22,426.42	1,151,166.61	371,871.70	12,225.12	176,049.82	149,161.21	2,222,713.83
Reimbursements Feb-19	5,458.19	-	22,297.20	2,223.50	-	2,876.90	4,598.25	37,454.04
Mar-19	-	-	3,866.46	15,892.26	-	367.55	1,431.17	21,557.44
Apr-19	512.00	-	60,531.16	17,293.30	-	30,574.66	4,856.07	113,767.19
May-19	1,739.93	-	8,816.44	-	-	-	-	10,556.37
Jun-19	75,578.92	-	116,045.99	13,212.89	-	19,309.30	9,224.32	233,371.42
Jul-19	-	-	-	-	-	-	-	-
Aug-19	-	-	-	-	-	-	-	-
Sep-19	-	-	-	-	-	-	-	-
Total YTD	519,596.19	22,426.42	1,522,775.32	421,539.54	12,225.12	265,225.70	172,685.09	2,936,473.38
Approved Obligation	7,564,627.45	-	13,000,000.00	6,498,959.82	325,000.00	3,724,497.23	1,990,008.28	33,103,092.78
Obligation Balance @ 06/30/19	1,095,726.49	-	3,674,564.13	3,240,314.18	206,396.68	617,349.12	414,373.35	9,248,723.95
Carry over @ 06/30/19	77,830.85	59,040.18	3,026,998.02	46,398.45	-	50,251.51	15,511.56	3,276,030.57

**Post Falls Urban Renewal Agency - In-House
 Profit & Loss Budget vs. Actual
 October 2018 through June 2019**

	<u>9 Month Actual</u>	<u>9 Month Budget</u>	<u>\$ Under Budget</u>	<u>% of Budget</u>	<u>2018-19 Total Budget</u>	<u>Balance</u>
Expense						
Computer Software	0.00	225.00	-225.00	0.0%	225.00	225.00
Meetings	125.00	200.00	-75.00	62.5%	240.00	115.00
Audit	7,000.00	7,000.00	0.00	100.0%	7,000.00	-
Advertising & Legal Notices	65.25	610.00	-544.75	10.7%	960.00	894.75
Engineering Services	2,000.00	6,500.00	-4,500.00	30.77%	6,500.00	4,500.00
Legal Fees	8,825.00	19,000.00	-10,175.00	46.45%	25,000.00	16,175.00
Other Contract Services	0.00	400.00	-400.00	0.0%	600.00	600.00
Insurance	150.00	325.00	-175.00	46.15%	2,403.00	2,253.00
Marketing & Promotion	0.00	500.00	-500.00	0.0%	1,000.00	1,000.00
Dues & Memberships	670.00	670.00	0.00	100.0%	670.00	-
Computer Repair & Maintenance	0.00	770.00	-770.00	0.0%	880.00	880.00
Office Equipment	1,234.67	1,950.00	-715.33	63.32%	1,950.00	715.33
Office Supplies	95.06	275.00	-179.94	34.57%	375.00	279.94
Postage, Mailing Service	4.50	100.00	-95.50	4.5%	180.00	175.50
Printing and Copying	91.82	225.00	-133.18	40.81%	300.00	208.18
Rent	7,740.00	7,740.00	0.00	100.0%	7,740.00	-
Telephone, Telecommunications	570.02	648.00	-77.98	87.97%	864.00	293.98
Website Design, Hosting & Maint	180.34	265.00	-84.66	68.05%	340.00	159.66
Payroll Expenses	39,593.23	41,085.90	-1,492.67	96.37%	56,308.00	16,714.77
Contingency	0.00	7,500.00	-7,500.00	0.0%	10,000.00	10,000.00
Total Expense	68,344.89	95,988.90	-27,644.01	71.2%	123,535.00	55,190.11

Quarterly Web Site & Video Statistics as of: 6/30/19

For Commission Meeting on: 07/18/19

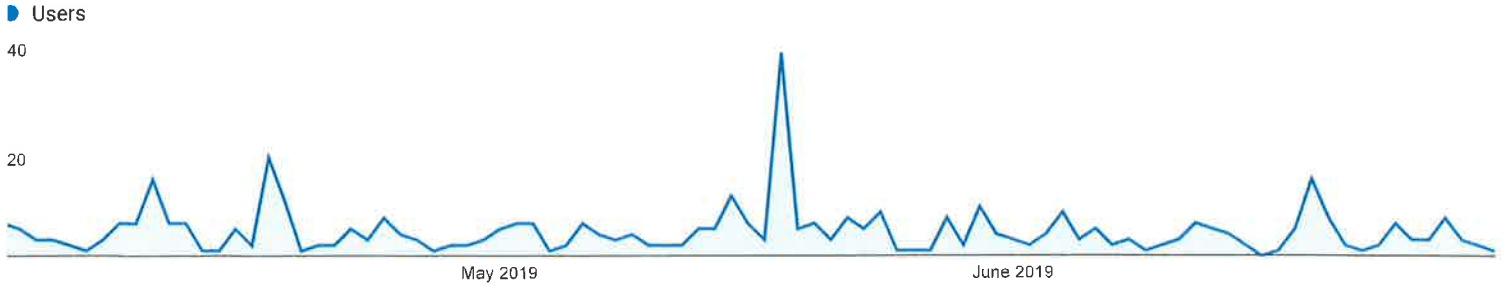
	2018	2018	2018	2019	2019
Website - PFURA.com	<u>2nd Qtr</u>	<u>3rd Qtr</u>	<u>4th Qtr</u>	<u>1st Qtr</u>	<u>2nd Qtr</u>
Site Visits (Sessions)	337	342	544	409	457
Page Views	648	748	941	815	951
Pages/Visit	1.92	2.19	1.73	1.99	2.08
Bounce Rate	55.79%	50.29%	67.10%	55.50%	62.36%
Average Time on Site (minutes)	1:51	2:01	1:35	1:39	1:49
% New Visits	84.70%	79.7%	88.0%	84.3%	84.5%
Top Pages: (views on each)					
PFURA-Log In (home)	228	267	348	358	351
News				7	
Agendas & Minutes	51	49	38	37	44
The Commission	13	25	31	42	25
Meetings		15	10	23	19
Contact Us	6	9		5	12
City Center	3		8		
EPF	17	27	22	4	4
EXPO	17		3		4
Center Point	7	5	4		14
PF Technology Dist.				24	12
West Seltice II	4	7	4		3
How TIF Works	21	20	25	20	41
Documents (Overpass)					
Financials	2				
Archives					
about us				7	
our-districts	6				3
Sharebutton					
Resources	2				
Video - You Tube views this quarter:					
Total Views	26	50	20	50	42
	1022	1072	1092	1142	1184

Audience Overview

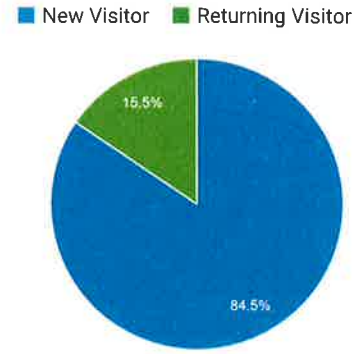
Apr 1, 2019 - Jun 30, 2019

All Users
100.00% Users

Overview



Users 289	New Users 261	Sessions 457
Number of Sessions per User 1.58	Pageviews 951	Pages / Session 2.08
Avg. Session Duration 00:01:49	Bounce Rate 62.36%	



City	Users	% Users
1. Post Falls	49	16.17%
2. Peterborough	33	10.89%
3. Coeur d'Alene	30	9.90%
4. (not set)	21	6.93%
5. Seattle	15	4.95%
6. Kyoto	11	3.63%
7. Boise	7	2.31%
8. Spokane	7	2.31%
9. Beijing	5	1.65%
10. Zhangzhou	4	1.32%