

POST FALLS URBAN RENEWAL Workshop Minutes

October 10, 2017 – City Hall (Basement Conference Room)

CALL TO ORDER, ROLL CALL AND PLEDGE OF ALLEGIANCE

Chairman Jerry Baltzell called the meeting to order at 8:00 a.m. Director Diane Fountain called the roll. Present in addition to Baltzell were Commissioners Jame' Davis, Larry Carstensen, and Rich Houser. Commissioners Tom Malzahn, Collin Coles and Len Crosby had excused absences. Also in attendance was Pete Bredeson, Shelly Enderud and Russ Connole. Baltzell led the Pledge of Allegiance.

Baltzell removed item #6 from the Agenda as the information had not been received.

CONFLICT DISCLOSURE

None

CITIZEN COMMENT

None

Financial Statements. The September financial statements which included the 4th quarter Budget vs. Actual were reviewed. The reserve amount at WTB will be adjusted in November when the CDARS CD matures. Baltzell asked what that amount will be and requested this be included at the Commission meeting next week.

RFP Discussion – Spokane and Railroad.

Carstensen: What is our goal, what are we trying to do?

Enderud: The goal for the City would be for that property to be sold to a developer who will put something down there that fits within the growth that is occurring along Spokane Street which is primarily commercial and restaurant with medical on the west side. There have been three (3) pizza restaurants that have shown interest. If the City auctions the property, no parameters can be put on it and it would go to whoever is the high bidder. The Agency has the ability to put development restrictions on the property.

Baltzell: If the Agency were to do the RFP, development could be a number of things. The idea is to establish a base price of the property and open the RFP to anyone who has an idea of what they would like to do with the property and how that would be done. It opens the door to a lot of opportunity as well as control over how the property is developed. The draft RFP states that we don't have to accept any of the proposals if they don't fit with what the Agency/City prefers.

Carstensen: What is the setback from the railroad?

Houser: Usually it is twenty (20) feet.

Connole: Smart Code is designed to bring buildings to the property line or to the front to allow for more street frontage.

Carstensen: The only entrance and exit would be from Railroad Avenue?

Connole: Yes, that is correct.

Baltzell: It looks like a three or four story building could go in there. Could that include underground parking?

Connole: It certainly could.

Baltzell: If it were an office building with multiple tenants, parking could be underground or at ground level with two or three stories up.

Connole: Depending on the property, it would be based on what a geo-technical report would reveal.

Carstensen: Is there a minimum number of parking spaces if it were to be a pizza restaurant?

Connole: It is typically based on the size of the building. In Smart Code, the parking is not very restrictive. Parking will continue to be an issue until we can develop more on street parking and a city parking lot in that area. The City Center area has a goal to be a walkable district and that functionality will be looked at in the City's parking plan.

Enderud: This lot will have the advantage of the County offices next door closing at 5 pm and also the additional parking on the City Hall campus.

Baltzell: The main floor could be restaurants and retail with open parking below and offices above. The advantage of an RFP is to see what could be developed there.

Carstensen: It looks like we are being restrictive on what can go in there.

Enderud: We will put a committee together that will ultimately decide what restrictions will go in the RFP.

Baltzell: An RFP committee would be formed with two Commissioners, two City Staff members and the Chamber could suggest one or two business people in the City Center area.

Houser: What is in it for the Agency? There are going to be incidental costs involved.

Baltzell: We are in it to help the City see that it gets developed properly. Any expenses incurred, legal, advertising, etc. would be reimbursed to the Agency.

Davis: This type of project is exactly what our mission statement says.

Enderud: The City will pay the out-of-pocket expenses and will get a market analysis for the property. City Legal will draft an Agreement with the expense reimbursement included.

Bredeson: It's a good project and is specifically recognized in the City Center Plan. It would be a good closing project for the District. There are a lot of steps that need to be completed such as putting together an Agreement between the Agency and the City, forming a committee and drafting an RFP.

Commissioner Davis made a motion to proceed with the RFP process as presented, seconded by Houser. Motion carried by voice vote.

Houser, Davis, Enderud and Connole volunteered to be on the RFP committee. Davis will reach out to two businesses in the City Center District.

The Agency will need to acquire the property from the City to get title and once it sells, give the proceeds of the sale back to the City. Bredeson stated the Statue doesn't require consideration of money.

Carstensen: I'm concerned of having too many restrictions on the property.

Enderud: For those in the development business the RFP is pretty minor, but for a new business it might be intimidating.

Davis: The cost of the land alone will shake out some good ideas for a project.

Carstensen: If it is retail is there enough room for parking?

Connole: That could be part of the review of the project, whether they have enough space for parking.

Carstensen: Is there room there to say you need 15 spaces, but you can only get 12 here and we can allow because they can park next door?

Connole: It's possible to have a shared parking agreement with the County.

Bredeson: The language in the Plan itself references parking in quite a few places. Basically the RFP will be awarded to the applicator who has the best project that fits the Plan.

Houser: The lot next to the vehicle licensing will be paved next year, which will provide a significant amount of parking.

Fountain clarified the timeline. First would be an Agreement/MOU between the City and the Agency agreeing to the process and responsibilities of both, which could be done by November 16, 2017. After the RFP committee members are finalized, the committee will establish the criteria for what goes in the RFP. Davis and Enderud will coordinate the RFP committee meetings. The RFP would be completed and presented at a workshop then advertised.


Staff Report. Fountain hopes to have the Agreements from Todd Prescott soon to bring to Commission for approval.

Commissioner Comments.

None

Adjournment. Baltzell asked for a motion to adjourn. Commissioner Houser made the motion, seconded by Davis. All in favor by voice vote. Meeting was adjourned at 8:48 am.

Respectfully submitted,



Diane Fountain, Executive Director



Jerry Baltzell, Chairman