

POST FALLS URBAN RENEWAL MINUTES
October 18, 2018

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, Laura Horn, Rich Houser and Jame' Davis. Commissioner Collin Coles had an excused absence. Also in attendance was legal counsel Pete Bredeson. Baltzell led the Pledge of Allegiance.

CEREMONIES, APPOINTMENTS AND ANNOUNCEMENTS

Baltzell announced there was a public hearing at the City Council meeting where Council unanimously approved new Post Falls Technology Urban Renewal District. Baltzell thanked everyone involved and noted this district will be a huge job creator and a benefit to the community.

CONFLICT DISCLOSURE

None

CONSENT CALENDAR

Fountain introduced the Consent Calendar. Item A is the Commission Minutes, September 20, 2018.

Item B is the Commission Workshop Minutes, October 9, 2018.

Item C is the payables for the month totaling \$12,823.34 which includes the annual rent payment.

Item D is the Bank Activity Report which shows total funds in all accounts of \$3,764,285.79 with accrued interest for the month of \$6,257.14.

Item E is the financial reports as of September 30, 2018.

Also included in the packet is the quarterly web statistics.

Approval of the Consent Calendar will authorize the transfer of \$6,257.14 accrued interest to the General Fund and a transfer to the Community 1st checking account of \$12,823.34 for general payables.

Carstensen asked if the annual rent payment had changed. Fountain confirmed it has remained the same since moving the Agency office to the Chamber Building.

Crosby noted that as we end our Fiscal year, the Agency is \$14,000 under budget which is consistent with the past few years.

Commissioner Carstensen made a motion to approve the Consent Calendar as presented, seconded by Houser. ROLL CALL: Baltzell – Aye; Carstensen – Aye; Crosby – Aye; Horn – Aye; Houser – Aye; Davis – Aye. Motion carried.

COMMITTEE UPDATES

Finance & Policy – Crosby – Working with Director Fountain to evaluate payoff of the WTB loan and funding the sewer projects in EPF.

District Review – Nothing to report.

Communication, Property and Personnel – Carstensen – Communication as to the creation of the new district has been in the Press and discussed this morning, there is nothing further to report.

CITIZEN COMMENTS

None

UNFINISHED BUSINESS

Authorization to pay J.R. Watson & Assoc. (Expo) submittal contingent upon review. Fountain stated a task order has been approved for Welch Comer to review the reimbursement submittal from Expo which was not able to be accomplished in this short timeframe. We are holding \$541,000 in the Expo District; this submittal was \$1.4M. Fountain asked that once the review is completed by Welch Comer and reviewed by Finance Committee that authorization for payment could be made at that time. We were expecting to have payment made prior to September 30th, the work was completed in July and this would clear it off our books as it was not carried over into the new fiscal year. Baltzell noted that legal counsel was consulted and found no issues. Baltzell would like to include the caveat that if Finance Committee sees anything unusual in the submittal it will be brought back to full Commission. Fountain stated that Matt Gillis will be present at the Finance Committee meeting to answer any questions prior to releasing any funds.

Commissioner Crosby made a motion to authorize payment to J.R. Watson & Associates on the reimbursement submittal contingent upon Finance Committee review, noting the amount being held is approximate 1/3 of the total submittal. Seconded by Carstensen. Roll Call: Baltzell – Aye; Carstensen – Aye; Crosby – Aye; Horn – Aye; Houser – Aye; Davis – Aye. Motion carried.

NEW BUSINESS

None

STAFF REPORT

Fountain thanked Commission for all the help and assistance in creating the new district, it's been an exciting year.

Necessary documents are being prepared for the FY2018 audit, the audit team will probably be in the office the latter part of November to conduct their field work.

COMMISSIONER COMMENTS

Crosby commented on the Council discussion in regards to the new district and stated the Commission should be mindful of the concerns regarding residential issues and keep that in the forefront as we move forward with this district. Crosby also suggested discussing Mr. Holloway's comments with City Council regarding perception of the Agency being non-existent after the closure of our current districts to assure the position of both the Agency and the City.

Baltzell recommended a future joint workshop with the City to further discuss the concerns of residential development that was included in the district due to the sewer improvements which benefit the whole northeast portion of the city along with the continuation of urban renewal in Post Falls.

CHAIRMAN COMMENT

None

ADJOURNMENT

Baltzell asked for a motion to adjourn. Commissioner Crosby made the motion, seconded by Carstensen. All in favor by voice vote. Meeting was adjourned at 8:14 am.

Respectfully submitted,



Diane Fountain, Executive Director



Jerry Baltzell, Chairman