

POST FALLS URBAN RENEWAL MINUTES

November 15, 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 Len Crosby, Laura Horn, Rich Houser, Collin Coles and Jame' Davis. Commissioner Larry Carstensen had an excused absence. Also in attendance was legal counsel Pete Bredeson. Crosby led the Pledge of Allegiance.

CEREMONIES, APPOINTMENTS AND ANNOUNCEMENTS

Baltzell congratulated Commissioner Rich Houser on his newly elected position as Kootenai County Assessor.

CONFLICT DISCLOSURE

None

CONSENT CALENDAR

Fountain introduced the Consent Calendar. Item A is the Commission Minutes, October 18, 2018.

Item B is the Finance & Policy Committee Minutes, October 29, 2018.

Item C is the payables for the month totaling \$5,658.45. On October 29th Finance Committee approved the Order of Approval for Expo and a check was issued to JR Watson for \$541,151.41.

Item D is the Bank Activity Report which shows total funds in all accounts of \$3,221,005.01 with accrued interest for the month of \$4,130.24.

Item E is the financial reports as of October 31, 2018.

Approval of the Consent Calendar will authorize the transfer of \$4,130.24 accrued interest to the General Fund and a transfer to the Community 1st checking account of \$5,658.45 for general payables.

Commissioner Crosby made a motion to approve the Consent Calendar as presented, seconded by Houser. Roll Call Vote: Baltzell – Aye; Crosby – Aye; Horn – Aye; Houser – Aye; Coles – Aye; Davis – Aye. Motion carried.

COMMITTEE UPDATES

Finance & Policy – Crosby – October Financial reports have been reviewed. Committee reviewed the Expo reimbursement. Welch Comer did a very thorough job of reviewing the submittal. The submission was reduced by \$123,638 for work not totally completed and administrative fee in excess of the allowed amount. The remaining obligation for the Expo District is \$832,103.74. Committee also reviewed the sewer projects in the EPF District.

Chairman Baltzell commended the Finance Committee on the work done on the Post Falls Technology District and keeping Commission members informed.

District Review – Nothing to report.

Communication, Property and Personnel – Davis – Committee met on Monday regarding staff compensation which will be discussed in Executive Session.

CITIZEN COMMENTS

None

UNFINISHED BUSINESS

None

NEW BUSINESS

Highway 41 Gravity Pipeline Upsize Project MOU. Fountain stated this MOU is between the Agency and the City. The Agency has agreed to fund the Highway 41 upsizing from 12th Avenue to Horsehaven with tax increment from the EPF District. The project will be designed this winter and after ROW is acquired by ITD the improvements will be constructed in 2019. City Council approved the MOU on November 6th and is now before the Commission for approval. Rob Paulus and John Beacham were present to answer any questions.

Crosby asked if there had been any information from ITD on the timing of ROW acquisition of the properties that would be affected in the upsizing project.

John Beacham, Public Works Director stated he was not aware of any updates, the ROW acquisition is slated to be complete by summer of 2019.

Legal Counsel, Pete Bredeson reviewed the MOU and found no issues.

Commissioner Davis made a motion to approve the Highway 41 Gravity Pipeline Upsized Project MOU as presented, seconded by Coles. Roll Call Vote: Baltzell – Aye; Crosby – Aye; Horn – Aye; Houser – Aye; Coles – Aye; Davis – Aye. Motion carried.

STAFF REPORT

Fountain stated the Auditor will be in the office on Monday, November 26th to begin the fieldwork for the audit.

Commissioner Crosby inquired on the WTB CD renewal and loan reduction. Fountain stated the transaction has taken place to reduce the reserve amount down to 10% of the loan balance and will have that information at the December workshop.

EXECUTIVE SESSION

Commissioner Davis made a motion to enter into Executive Session for the following purpose pursuant to 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 fifteen (15) minutes, seconded by Crosby. Roll Call: Baltzell – Aye; Crosby – Aye; Horn – Aye; Houser – Aye; Coles – Aye; Davis – Aye.

Executive session started at 8:11 am. Others present in Executive Session was Legal Counsel Bredeson. Executive Session ended at 8:24 am.

COMMISSIONER COMMENTS

None

CHAIRMAN COMMENT

Baltzell wished everyone a Happy Thanksgiving. We are all thankful for the opportunity to serve our community.

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 8:26 am.

Respectfully submitted,



Diane Fountain, Executive Director



Jerry Baltzell, Chairman