

**POST FALLS URBAN RENEWAL MINUTES**  
**September 21, 2017**

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 were Commissioners Len Crosby, Collin Coles and Jame' Davis. Commissioners Jerry Baltzell, Rich Houser and Tom Malzahn had excused absences. Davis led the Pledge of Allegiance.

CEREMONIES, APPOINTMENTS AND ANNOUNCEMENTS

Carstensen stated there will be public hearings on the FY 2017 Amended Budget and the 2018 Closing Budget for City Center. Anyone wishing to speak, please fill out a comment form and give it to Director Fountain.

CONFLICT DISCLOSURE

None

CONSENT CALENDAR

Fountain introduced the Consent Calendar. Item A is the Commission Meeting Minutes, August 17, 2017.

Item B is the Joint Workshop Minutes, September 5, 2017.

Item C is the Finance & Policy Committee Minutes, September 6, 2017.

Item D is the payables for the month totaling \$8,258.78.

Item E is the Bank Activity Report which shows total funds in all accounts of \$3,594,017.70 with accrued interest for the month of \$2,985.35.

Item F is the financial reports as of August 31, 2017.

Item G is the FY 2018 Legal Services Contract.

Approval of the Consent Calendar will authorize the transfer of \$2,985.35 accrued interest to the General Fund and a transfer to the Community 1st checking account of \$8,258.78 for general payables.

Commissioner Crosby asked for clarification that the ICRMP payment is for the full year. Fountain stated it was. Crosby also asked if the billing rate (\$100/hr.) on the Legal Services Contract was the same as the current rate which Bredeson affirmed it was.

Commissioner Davis made a motion to approve the Consent Calendar as presented, seconded by Crosby. Roll Call: Davis - Aye; Carstensen - Aye; Crosby - Aye; Coles - Aye. Motion carried.

## COMMITTEE UPDATES

*Finance & Policy* – Crosby – Finance Committee met twice to discuss potential policy changes for future districts. Committee also reviewed and approved the FY 2017 Amended Budget and the Closing Budget for the City Center Urban Renewal District which will be presented this morning.

*District Review* – Coles - Nothing to report.

*Communication, Property and Personnel* – Carstensen – Committee has talked about updating the Agency video. Director Fountain has a call into Phillipe at NIC to see if they would be interested in doing the project.

## CITIZEN COMMENTS

None

## PUBLIC HEARING

Carstensen stated that a Public Hearing will be held on the Fiscal Year 2017 Amended Budget and the Closing Budget for the City Center Urban Renewal District for the Post Falls Urban Renewal Agency. If anyone wishes to speak on either of these budgets and has not filled out a form, please do so now and give it to the Executive Director. Notice of the public hearing was published on September 13<sup>th</sup> and September 20<sup>th</sup> as required by Idaho Code Section 50-2903(5). Carstensen opened the Public Hearing at 8:06 am

Treasurer Crosby presented the FY 2017 Amended Budget. The purpose of the amended budget is to note the changes not anticipated when the FY2017 budget was adopted in August, 2016. In the Revenues section of the budget the changes are related to the carryover funds in the City Center District and proceeds received from the WTB loan for final payment on the Greensferry Overpass. The changes in the Expenditures relate to the early payment of debt associated with the improvements made on Spokane Street in the City Center Urban Renewal District, and additional interest expenses incurred when the final payment was made on the Greensferry Overpass, drawing on the loan proceeds at WTB. The overall impact was \$489,172.

Crosby then presented the Closing Budget for the City Center. The City Center Urban Renewal District was created in 1994 and eventually encompassed a total of 231 acres. The District was formed to address the impact from the construction of I-90 in the late 70's on this area of the City of Post Falls. The Plan was a cooperative effort between the City of Post Falls and the Urban Renewal Commission with the hope of expanding commercial development within the downtown core.

Over the life of the District, the Commission has made significant improvements to public infrastructure within the District, including improvements to 4<sup>th</sup> Avenue, Spokane Street and the Centennial Trail. Total cost of those improvements has been \$5.9 Million.

The assessed tax value of properties in or constructed in the District has increased from an aggregate assessed value of \$14.4 Million in 1994 to \$34.7 Million in 2016.

The Agency is projecting to formally close the District at or prior to the district maturity date of August 16, 2018. This will be the third Urban Renewal District that the Post Falls Urban Renewal Commission has closed either early or at maturity since the Commission was formed. Upon completion of the closure of this District, the increased tax revenues which have been generated by development and increased values will be returned to the City, County and related taxing entities and increase their respective tax revenues.

Idaho State Code 50-2903(5) states "For the fiscal year that immediately predates the termination date for an urban renewal plan involving a revenue allocation area or will include the termination date, the Agency shall adopt and publish a budget specifically for the projected revenues and expenses of the plan and make a determination as to whether the revenue allocation area can be terminated before January 1 of the termination year pursuant to the terms of section 50-2904(4), Idaho Code. To comply with this requirement, we present the closing budget specifically for the City Center Urban Renewal District. The projected revenue for the 2018 fiscal year totals \$516,193 with a proponent reimbursement of \$100,000, which will pay off the remaining amount of the obligation to the City of Post Falls leaving projected unallocated residual increment of \$416,193. However, the corresponding revenue allocation cannot be closed before January 1, 2018 since 2017 tax year revenues will be insufficient to cover all estimated expenses of the District.

At this time Vice-Chairman Carstensen asked if any forms for public comment had been submitted. Being none, Carstensen closed the Public Hearing at 8:12 am for Commission deliberation and action.

#### UNFINISHED BUSINESS

Resolution 2017-03 Approving the FY 2017 Amended Budget. Commissioner Davis made a motion to approve the FY 2017 Amended Budget and adopt Resolution 2017-03, seconded by Coles. Motion carried by voice vote.

Resolution 2017-04 Approving the 2018 Closing Budget for the City Center Urban Renewal District. Commissioner Crosby made a motion to approve the Closing Budget for the City Center URD and adopt Resolution 2017-04, seconded by Coles. Motion carried by voice vote.

#### NEW BUSINESS

Third Addendum to the Settlement Agreement – Expo District. Fountain stated a Memorandum of Agreement (MOA) was executed on July 10, 2017 between Pointe Partners, LLC and Expo Parkway North, LLC. The MOA outlined the pump station improvements which include a sewer lift station located in the Center Point District and a sewer force main extension located in the Expo District as well as street improvements for Expo Parkway.

Construction of a regional sewer lift station is included in both the Expo Plan and the Settlement Agreement; however there is no reference to it in the Second Addendum to the Settlement Agreement.

This third Addendum to the Settlement Agreement is to clarify that construction of the pump station improvements located in the Expo District is authorized by both the Plan and the Settlement Agreement, making the improvements eligible for tax increment reimbursement.

Commissioner Crosby made a motion to approve the third Addendum to the Settlement Agreement with Section 2 redacted, seconded by Coles. Roll Call: Crosby – Aye, Carstensen – Aye, Davis – Aye, Coles – Aye. Motion carried.

First Addendum to MOPA and PSOPA – Center Point District. Fountain stated as mention before, the MOA addresses the responsibility of Pointe Partners, LLC as it relates to the sewer lift station and construction of Expo Parkway. A regional sewer lift station is included in the Center Point plan, but the improvements are not referenced in either the Master Owner Participation and Reimbursement Agreement (MOPA) or the Project Specific Owner Participation and Reimbursement Agreement (PSOPA). Also, Expo Parkway is not referenced in the Plan, MOPA or PSOPA. This agreement clarifies that construction of the pump station improvements and Expo Parkway to be located in the Center Point District is authorized by the Plan, thereby making such improvements eligible for tax increment reimbursement.

Crosby asked for confirmation that the lift station and Expo Parkway were included in the Plan, but not the MOPA or PSOPA. Bredeson stated that Expo Parkway was not referenced in the MOPA or the PSOPA but the Plan language includes infrastructure improvements so it would not be a modification to the Plan.

Commissioner Coles made a motion to approve the First Addendum to the MOPA and PSOPA with Center Pointe Partners in the Center Point District, seconded by Crosby. Roll Call: Coles – Aye, Davis – Aye, Carstensen – Aye, Crosby – Aye. Motion carried.

#### STAFF REPORT

Fountain spoke with Nate Ballard from Wadsworth last week. The improvements to the sewer lift station have been completed and they would be submitting those costs in the near future. Once received Fountain will get a task order from Welch Comer to bring to Commission for approval. It is anticipated to have an Order of Approval to Commission for the improvements by February.

As a reminder, a workshop is scheduled for Tuesday, October 10<sup>th</sup> to discuss the RFP process for the property located at the corner of Spokane and Railroad Avenues.

Crosby asked for an update on the roadway improvements in the Expo District. Fountain drove on Creative Way yesterday. The road is completed, sidewalks are in and it is ready for landscaping. Work is still being done on Jacklin Road and Expo Parkway. Crosby asked if the lift station had been completed and approved by the City. Fountain stated it is completed and Wadsworth is putting together their costs for submission, the project has to be accepted by the City prior to URA reimbursement approval.

Crosby stated his appreciation to staff and legal counsel for the work done on the sewer lift station as it is an important aspect of being able to build both the remainder of the commercial and some of the residential properties out in those districts.

COMMISSIONER COMMENTS

None

CHAIRMAN COMMENT

None

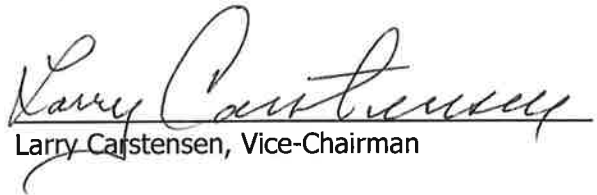
ADJOURNMENT

Carstensen asked for a motion to adjourn. Commissioner Crosby made the motion, seconded by Coles. All in favor by voice vote. Meeting was adjourned at 8:21 am.

Respectfully submitted,



Diane Fountain, Executive Director



Larry Carstensen, Vice-Chairman