

POST FALLS URBAN RENEWAL Workshop Minutes

April 12, 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. Interim Director Diane Fountain called the roll. Present in addition to Baltzell were Commissioners Larry Carstensen, Len Crosby, Rich Houser, Collin Coles and Rich Houser. Commissioner Jame' Davis had not yet arrived. Also in attendance was Pete Bredeson, Shelly Enderud. Rich Swoboda observed.

CONFLICT DISCLOSURE

None

CITIZEN COMMENT

None

Financial Statements. The March financial statements which included the 6 month Budget vs. Actual were reviewed. Commissioner Crosby inquired on the CD interest for Idaho Central CU and WTB asking if those reported quarterly. Fountain stated Idaho CU is posted quarterly on the first day of the following month and WTB is reported annually. Crosby asked for clarification on the increment received sheet; EPF-S/C carryover amount is the amount of increment received through March 31, 2017 and will be used for the semi-annual payments to WTB, Fountain affirmed that to be correct.

Assignment of Payment Rights. Fountain explained that Copper Basin has purchased the remaining lots in Tullamore. In the loan agreement with WTB, Copper Basin is required to enter into an agreement with the Agency, assigning the increment payments to WTB until \$1.5 million is received after that amount is paid payments revert back to Copper Basin. The document has been reviewed by legal with minor changes made that have been accepted by WTB.

Commissioner Crosby made a motion approve the Assignment of Payment Rights as presented. Seconded by Carstensen. Roll Call: Baltzell – Aye; Carstensen – Aye; Crosby – Aye; Coles – Aye; Malzahn – Aye; Houser – Aye. Motion carried.

Workshop Schedule Discussion. Discussion took place on whether to cancel workshop or Commission meetings due to lack of Agenda items.

Discussion:

Crosby: Due to urban renewal being a hot topic item, for transparency the monthly televised Commission meetings should remain as is and suggested reducing the number of workshops.

Commissioner Davis arrived at 8:12 am.

Baltzell: I think it is healthy for us to come together as a group to discuss things and would like to hear from the rest of the Commission.

Coles: The workshop and the Commission meeting are basically the same thing and I would suggest holding workshops as necessary subsequent to a committee meeting to discuss something before it goes to full Commission.

Malzahn: If everything is discussed at the workshop then at the Commission meeting it appears that we have already decided what the outcome is going to be. The workshops are important, the general public is invited and we can have a more open discussion before it is presented at the Commission meeting.

Davis: I agree that it makes it look like everything has been pre-decided. We could include language at the Commission meeting that a certain topic was discussed at the workshop and provide a short synopsis on the televised meeting so that people understand that we are having workshops and there has been thought and conversation before decisions are made.

Carstensen: Is it conceivable to have a workshop at 7:00 in the morning, before the Commission meeting?

Enderud: Council holds a workshop at 5 pm prior to the 2nd monthly meeting. Occasionally they are cancelled due to a lack of discussion items.

Coles: Having a workshop as needed is a good idea. Committees could determine whether or not a workshop is necessary depending on what is happening.

Baltzell: We are required to have sufficient notice for our meetings and sometimes something important might come up where we don't have the time to schedule a meeting. We would either have to have full discussion at the Commission meeting or wait a month to have a workshop.

Coles: I don't think that is unreasonable. It would be a rare occasion that we would have to move quickly on an item.

Crosby: We have very few people who attend the Commission meetings, but there are those who watch them on TV, there are few times when anyone attends the workshops. There are also those who access the meetings on the City's website. If we have a hot button issue we can have a workshop preceding the Commission meeting if there is ample notice. I would bear on the side of not having workshops unless necessary.

Houser: Our districts are winding down and there isn't a lot going on. Unless we start getting new proponents wanting to build something I would like to only have the monthly Commission meeting, if a workshop is necessary it be held the hour prior to the meeting.

Bredeson: The workshop is a special meeting that only requires a 24 hour notice and the Commission meeting requires 48 hour notice.

Malzahn: Short notices could be hard for people to attend, being a quasi-government organization; government is not supposed to be done in such a quick manner that it has to get done tomorrow. Government typically and for good reason is slow because it's open. We don't want to be perceived as doing things on a moment's notice because that shuts us down of being open. If something comes up it at the last minute, it can wait for the next month's meeting. There is nothing we do today that needs to be done tomorrow.

Enderud: Council members and staff have the workshop time blocked out, 3 or 4 times a year they are cancelled.

Fountain: I agree with the transparency of the monthly televised meetings, but also think the workshops are very helpful.

Baltzell suggested maintaining the committees for specific topic items and we will not hold workshops unless called for by the Executive Committee. Committees will have the normal reporting under Committee Updates and if a meeting needs to be scheduled it can be brought up at that time. If things pick up and workshops are required we can always go back to having them. Baltzell also suggested that the monthly 3 on 3 meetings with the City be called by the Mayor on an as needed basis.

Coles: If a workshop is necessary, it should be brought up at the Commission meeting where everyone is notified of the time and date.

Commissioner Crosby encouraged Enderud to talk to Council and schedule a joint workshop. Our districts are winding down and the Mayor has made it clear that urban renewal should continue in our community. The start-up time for a new district is six (6) to eight (8) months, there needs to be discussion on what would best serve the public by creating a new urban renewal district.

Joint Workshop Discussion. Baltzell stated if the Mayor and Council have items they would like to discuss with Commission a joint workshop should be scheduled by the City.

Enderud stated as discussed at the March workshop, the City would like the Agency to participate in the paving of a parking lot adjacent to the Chamber Building. The City has contracted with JUB Engineers to do the design with the paving being done by the City. Curbing, edging, landscape, irrigation and lighting would be contracted out. The total cost of the project will be less than \$100,000. City has the money to do the project, but would like urban renewal assistance. Due to having a debt commitment, funding by the Agency would not be available until 2018.

Discussion:

Malzahn: Of the community where the \$100,000 comes from, who is going to benefit from the use of the parking lot? The other taxing districts won't benefit from it.

Crosby: It is consistent with what urban renewal has done to create not only a downtown but also a City Campus. The provision of public parking benefits anyone who comes to this area for City business, Chamber of Commerce and the Jacklin Arts Cultural Center and any downtown retailers.

Baltzell: As the City grows having the parking available benefits the whole community.

Enderud: If the City doesn't get assistance from urban renewal the monies will come out of the street improvement fund.

Malzahn: To my understanding the Agency's goal is to benefit all of the communities that support urban renewal. In the two years that I have been on the Commission this is the first real project that I have been in discussion with, the other projects had already been decided. I believe if the City can pay for it and they want it done and it really isn't benefiting anyone else, it doesn't make sense to use urban renewal dollars to help beautify the City of Post Falls campus.

Davis: It goes beyond beautification, it will also spur development. Public parking is going to be an issue in the downtown area as businesses come in.

Crosby: It could also provide for an outdoor flea market, which would bring more people downtown and create jobs.

This item will be on the Commission Agenda next week.

Enderud stated the City will acquire the lot on Railroad next to the County building and will do a land swap with the County for the corner lot on Spokane Street. Urban Renewal will be invited to be involved in the FRP process for that corner parcel.

Staff Report. Fountain received a call from Kris Logsdon. He indicated they are going out to bid for the sewer lift station upgrades. Center Point (CP) will do the work at Pleasantview in June. No agreement has been entered into between CP and Expo at this time. CP will do the work and pay for it upfront. Any improvements made in the Expo district must come from Expo increment. Since CP is required to do the upgrade, they can figure out the percentage that runs through Expo and enter into an agreement for reimbursement from Expo with the Agency being a party to that agreement. If CP and Expo do not enter into an agreement, CP takes the risk.

Crosby inquired on the cost estimated for Creative Way that was sent out included engineering, construction and management cost were about 15% of hard costs. Is there policy in place on limitation of soft costs? Fountain stated once the actual costs are submitted our Engineer will review them to verify what actually qualifies for reimbursement and we will follow the Policy (#18) regarding soft costs.

Work continues on ADA compliance. A notebook in the office includes a complaint form, service animal quick reference guide, list of accommodations available, a language identification flashcard and added language to our website.

Executive Session. Commissioner Crosby made a motion to enter Executive Session for the following purposes pursuant to Idaho Code Section 74-206 (1)(b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent or public school student. 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 Coles. Roll Call: Baltzell- Aye; Carstensen – Aye; Crosby – Aye, Coles – Aye; Houser – Aye; Malzahn – Aye; Davis – Aye. Motion carried.

Executive Session started at 9:05 am. Others present in Executive Session was Legal Counsel Bredeson. Executive Session ended at 9:15 am.

Commissioner Comments

Carstensen had requested the Commission look at the Agency video and submit their thoughts. The content is remarkable but most of the people interviewed are no longer in the area. The video either needs to be updated or taken off the website. We have \$1,000 in the budget and the cost to update is \$1,000 to \$1,300. Coles suggested keeping the information on the website current; videos tend to become outdated very fast. Davis stated that since the City and the Agency work hand in hand maybe they would work with us to create a video and share the cost. Videos are very impactful, it is a different demographic that watches it. Videos work but they do get stale. The subject matter is great, but the population has changed and the players have changed. Bredeson asked if the video is ADA compliant with closed captioning.

Baltzell stated we should look at this further.

Adjournment. Baltzell asked for a motion to adjourn. Commissioner Houser made the motion, seconded by Coles. All in favor by voice vote. Meeting was adjourned at 9:30 am.

Respectfully submitted,



Diane Fountain, Interim Executive Director



Jerry Baltzell, Chairman