

POST FALLS URBAN RENEWAL MINUTES

April 21, 2011

CALL TO ORDER, ROLL CALL AND PLEDGE OF ALLEGIANCE

Chairman Bobbi Rollins called the meeting to order at 7:00 a.m. Executive Director Tom Lien called the roll. Present, in addition to Chairman Rollins were Commissioners Larry Carstensen, Jerry Baltzell, Dave Holloway, Peter Smith, Tim Short and Hilde Shetler.

Chairman Rollins asked Commissioner Holloway to lead the Pledge of Allegiance.

CEREMONIES, APPOINTMENTS AND ANNOUNCEMENTS

None

CONFLICT DISCLOSURE

None

CONSENT CALENDAR

Lien introduced the Consent Calendar. All Commissioners had been given a packet of information for the meeting including the reviewed and edited March 17, 2011 minutes. Provided also were the payables for the month totaling \$13,004.42 which are normal monthly operating expenses.

The Bank Activity Report shows total funds in all accounts of \$4,530,799.40 with accrued interest for the month of \$2,890.51.

The financial statements as of March 31 are as printed from the in-house QuickBooks accounting system and will be posted to the Agency website.

Approval of the Consent Calendar will authorize the transfer of \$2,890.51 accrued interest to the General Fund and transfer to the INB Checking Account of \$13,004.42 to pay the payables.

Smith made a motion to accept the Consent Calendar as presented, seconded by Shetler. Motion carried by voice vote.

CITIZEN COMMENTS

None

UNFINISHED BUSINESS

None

NEW BUSINESS

Assignment of Payment Rights – EPF District. Lien stated there have been recent conversations with a local bank regarding a change in structure of the Tullamore District. The change will not affect the receipt of tax increment from the District, but will affect the recipient of Agency reimbursement payments. An Assignment of Payments Rights has been drafted jointly by Agency attorney and the other party's attorney. The document has been reviewed by Finance Committee with a recommendation for approval. Although the Assignment is between the Assignor and Assignee, the Commission will be signing consent to the Assignment and waiver of Section 7.7 of the Owner Participation Agreement with respect to the assignment of the Reimbursement payments only.

Smith asked for clarification that the assignment was for the purpose of changing the payment to a different party only and the Agency was not assuming any additional obligations. Lien affirmed this to be correct. Commissioner Baltzell made a motion to accept and approve the Assignment of Payment Rights Agreement as submitted, seconded by Carstensen. Roll call vote: Carstensen – Aye, Baltzell – Aye, Holloway – Aye, Rollins – Aye, Smith – Aye, Short – Aye, Shetler – Aye. Motion carried.

STAFF REPORT

ED Lien stated staff has scheduled a meeting for May 9th with the County Treasurer, Assessor and Clerk. There will be discussion on the closure process and possible timeline for the Riverbend District and how it will affect taxing entities and their budgeting process.

Four Square Properties has submitted a binder with supporting invoices for a reimbursement request in excess of \$7 million for public infrastructure work in the Center Point District. Staff will discuss with our outside engineering firm about additional information we may need to complete this process. The developer has also requested the Agency to begin the process of extending the termination date of the District to 2027, an extension of five (5) years.

There has been discussion with the City and the Centennial Trail Foundation for a realignment of the Trail crossing at Spokane Street. The Foundation has provided a conceptual layout and Agency has been looking at some modifications to their proposal which would include widening of the section of trail between 4th Avenue and the BNSF Railroad to get the traffic off the City sidewalk. Future discussions with the Railroad, Kootenai County and Bob Templin will be scheduled, as they all have property that will be affected.

City Engineer has met with property owners regarding the necessary right-of-way acquisition for the Spencer Street extension. He will work with City Legal Counsel to create a proposal to take back to the group of property owners. The City will complete discussions with the land owners and obtain a letter of intent to grant the right-of-ways. Baltzell inquired on the likelihood of the City acquiring the right-of-ways necessary to make the project viable. Lien stated the City can always get the right-of-way, it is a matter of negotiating a cost amount if the land is not donated. The Agency will be responsible to pay for any right-of-way that is not donated.

The contract with JUB Engineering has been approved by both the City and the Agency on the Highway 41 Trail. Field work has begun with survey crews and geotechnical investigation relative to

location and relocation of some of the underground utilities. It is anticipated to get the survey work completed this summer and begin construction in the spring of 2012. There have been questions from the public regarding the cost of this project versus the trail on Atlas Road. This project is longer in length and consists of relocating underground utilities, which result in additional expenses. Short asked if the costs that have been established are just estimates from the engineer. Lien confirmed that the cost estimates could be lower once it goes out to bid. Carstensen asked if this project could move forward sooner as it was anticipated to be completed in 2011. Lien stated that the delay has been due to the timing of completing the scope of work and the location of the utilities. Shetler inquired on the MOU with ITD and asked what ITD's involvement will be in the process and what does the timing consist of. Lien responded that the most significant aspect of ITD's involvement will be where and when the trail actually goes under the overpass. ITD will be responsible for the inspections of the project; it is unknown what the timing process will be. Holloway requested a monthly update on this project from the City. Lien will contact Bill Melvin and request a project timeline.

Staff has been discussing the purchase of a piece of property in the City Center District for the purpose of eliminating a deteriorating facility that currently houses a commercial business and has high visibility in an area that has seen recent new commercial construction and upgrades. In order to purchase the property, Agency would require an appraisal to establish a value. Due to the possibility of site contamination from previous operations, staff is gathering information on the process and cost of conducting Phase I and Phase II environmental assessment prior to getting the appraisal. It is anticipated to take the analysis of cost and timeline to the next committee meeting.

The Agency website conversion from a code based system to a page content management system is complete.

Baltzell asked if there were any updates on the Dirne Clinic. Lien stated that he is in contact with Mike Baker who gave a presentation at the last City Council meeting. The Dirne Clinic is continuing efforts to move forward to bring a Community Health Facility to the Post Falls area. The Dirne Clinic is working to put together a budget proposal once they establish the size of the facility.

Smith inquired on the Idaho Veneer District. Lien stated that the principles of the project are working on their master plan but have indicated that they may proceed without Urban Renewal participation.

COMMITTEE UPDATES

Finance – Holloway – The committee will closely follow the closure of the Riverbend District. Through March of 2011 the Agency has spent \$87,000 of the total budgeted amount of \$181,000.

District Review – Rollins – City Center & EPF projects are moving forward.

Personnel Property and Communications – Smith – nothing to report.

COMMISSIONER COMMENTS

None .

CHAIRMAN COMMENT

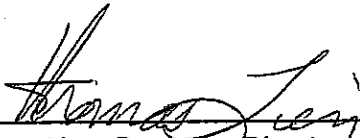
Rollins stated that the Agency is working diligently on all projects. Although, we want to get things done quickly we have to deal with delays and issues that need to be resolved.

Rollins updated the Commission on the Urban Land Institute workshop that was held on April 20, 2011. There was good input on public/private partnerships. A future tool for Urban Renewal to use would be doing a market analysis on Districts instead of requiring the developer to provide the information. Carstensen pointed out that there should be third party verification, since we are working with taxpayer dollars we want to get the most bang for our buck as well as for the developer and make sure that in the future the Agency didn't go down the wrong road and would be liable. Baltzell stated one good point made was that you need to trust the developer. If you don't trust the developer you need to get away from it.

ADJOURNMENT

Rollins asked for a motion to adjourn. Commissioner Short made a motion to adjourn, seconded by Smith. All in favor by voice vote.

Respectfully submitted,



Thomas Lien, Executive Director



Bobbi Rollins, Chairman