

**POST FALLS URBAN RENEWAL
Workshop Minutes**

March 8, 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 Jame' Davis. Commissioner Tom Malzahn had an excused absence. Also in attendance was Pete Bredeson and Shelly Enderud.

Carstensen led the Pledge of Allegiance.

CONFLICT DISCLOSURE

None

CITIZEN COMMENT

None

Financial Statements. The February financial statements were reviewed and discussed. Commissioner Crosby inquired on the Global CD which matured on March 1st. Chairman Baltzell picked up a check which was deposited and transferred to the LGIP account. Crosby also inquired on the Balance Sheet to confirm the numbers reflect the loan payments made to Community 1st and WTB.

Annual Report to the City and Agency. Interim Director Fountain presented the 2016 Annual Report as required by Idaho Code, noting the Agency received no letters of comment. The report will be presented to City Council on March 21, 2017.

Crosby suggested that when presenting the report to the City to stress that any obligation that is not paid at maturity of a district is not a liability to the Agency or the City. The tax increment received was insufficient to pay back the obligation and is the proponent's loss. Crosby also stated the term "bond" is actually a revenue anticipation note (RAN). It is not a municipal bond that requires voter approval, it is a financing mechanism.

Commissioner Crosby made a motion to accept and file the Annual Report as presented, seconded by Carstensen. Motion carried by voice vote.

Staff Report. Fountain stated that a letter was received from the Chamber stating the offices that were vacated were in good condition and did not require any repairs. Safety concerns regarding the exit door in the back has been resolved by installing new locks that enable the door to be opened from the inside in case of an emergency while remaining locked on the outside. There are also two (2) new tenants upstairs.

Fountain and Enderud attended a New Markets Tax Credit program (NWTC). The program is a federal program for projects that exceed \$4M. It could be a mechanism for a district proponent to inquire on for new development. A colored map showed areas of low income and distressed areas with a grey area that did not qualify. Post Falls was in the grey area, Enderud stated there is an area between Spokane Street south of Seltice Way to Ross Point Road that would qualify. There are a lot of steps to go through and taxes would have to be paid on the monies awarded unless it was for a non-profit. The information was shared with Wadsworth Development. Enderud stated anyone can go online to see if certain areas qualify or not.

Commissioner Comments

Crosby asked about the lift station in Center Point where it was previously mentioned the cost share between Expo and Center Point would be an 80/20 split. Fountain stated that Kris Logsdon said Expo portion would be the 20% and that Watson would be putting in the improvements when Jacklin Road is constructed so the agreement would be that Wadsworth would have to reimburse Watson for their 80% of the project. We originally thought that it would be the other way around, but there has not been any formal agreement at this time. The Executive Committee will be meeting with Logsdon on March 13th.

The ADA self-evaluation was discussed. Bredeson stated he has gathered a lot of information to date. Fountain met with the City Clerk (Shannon Howard) who is in the process of being certified for ADA compliance and is the person in charge for the City. Howard gave Fountain some handouts and stated there is not a deadline for the self-evaluation and it does not need to be sent to anyone. As long as the Agency can show we are working on it we should be fine. A statement has been added to all Agency agenda "*Requests for accommodations of special needs to participate in a meeting should be addressed to the office of the Executive Director, 201 E. 4th Avenue, Post Falls, Idaho or call (208)777-8151*". It is also posted on the website. A file has been started and all inquiries and information will be kept for reference. Baltzell indicated a standard procedure or policy which states it applies to all of the Agency policies and directives could be created to eliminate having to address each one separately. A letter from the Chamber and the City stating that accommodations can be provided would show that we are being compliant and are making a good faith effort. The Department of Justice would be the party that would investigate ADA compliance. Occasionally the City has residents that are ADA advocates who inquire to make sure the City can accommodate special needs.

Baltzell provided an update of the 3 on 3 meeting stating the City is working on a transportation plan and is in the process of updating its comprehensive master plan. There is an open house next week.

Enderud stated the City will be hearing from the Eagles tomorrow regarding the purchase of 214 E Railroad Ave., if successful that property would be traded with the County for the corner parcel. The City would do an RFP for the corner parcel with input from the Commission.

The City would like to take the two (2) lots adjacent to the Chamber Building and create a parking lot on the 16,000 sq. ft. area. JUB is preparing a design proposal, upon Council approval it will take three to four months to complete the design. The City would pave the parking lot and contract out the curb, lighting and irrigation. The anticipated cost would be under \$100,000.

Baltzell stated the joint workshop will be held on April 12th @ 8:00 am, any input on the agenda can be given to staff. Items to be discussed will include the Seltice Corridor from Highway 41 to Huetter and completion of the Centennial trail.

Crosby shared with the Commission an article in the Sunday Spokesman Review regarding the creation of a Port District in the West Plains area. It will probably require voter approval and might not happen until 2020. If approved it could reduce the Agency's ability to be a competitively disadvantaged area.

Adjournment. Baltzell asked for a motion to adjourn. Commissioner Houser made the motion, seconded by Crosby. All in favor by voice vote. Meeting was adjourned at 8:45 am.

Respectfully submitted,



Diane Fountain, Interim Executive Director



Jerry Baltzell, Chairman