

POST FALLS URBAN RENEWAL MINUTES
May 17, 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 Larry Carstensen, Len Crosby, Laura Horn, Rich Houser, Collin Coles and Jame' Davis. Also in attendance was legal counsel Pete Bredeson. Houser led the Pledge of Allegiance.

CEREMONIES, APPOINTMENTS AND ANNOUNCEMENTS

Chairman Baltzell congratulated Rich Houser on his victory as Kootenai County Assessor.

CONFLICT DISCLOSURE

None

CONSENT CALENDAR

Fountain introduced the Consent Calendar. Item A is the Commission Meeting Minutes, April 19, 2018.

Item B is the Workshop Meeting Minutes, April 24, 2018.

Item C is the District Review Committee Minutes, May 1, 2018.

Item D is the District Review Committee Minutes, May 9, 2018

Item E is the payables for the month totaling \$5,317.98.

Item F is the Bank Activity Report which shows total funds in all accounts of \$3,605,552.85 with accrued interest for the month of \$3,080.83.

Item G is the financial reports as of April 30, 2018.

Approval of the Consent Calendar will authorize the transfer of \$3,080.83 accrued interest to the General Fund and a transfer to the Community 1st checking account of \$5,317.98 for general payables.

Commissioner Crosby asked if the Agency had received a response in writing from Washington Trust Bank (WTB) regarding the upcoming interest rate adjustment to the Greensferry Loan. Fountain stated in conversation with Nelson Gourley from WTB an estimate will be provided for budgeting purposes, a final rate will not be determined until late August. The interest rate adjustment takes place on September 24, 2018.

Commissioner Crosby made a motion to approve the Consent Calendar as presented, seconded by Carstensen. Motion carried by voice vote.

COMMITTEE UPDATES

Finance & Policy – Crosby – The April bank statements have been reviewed with no discrepancies. The CD at Potlatch Federal Credit Union matures on May 25, 2018. The current rate for a 12 month CD is 1.85%. The current rate at the LGIP is 1.7% and is projected to be 1.89% in the next few months. It was recommended to put those funds into the LGIP upon maturity, which will not only benefit a higher interest yield but also enhances liquidity having those monies available to pay off the Greensferry Overpass loan.

District Review – Coles – Committee met to discuss the formation of a new district. Committee is meeting again on Monday with Brad Marshall to discuss proponent expectations on reimbursement of infrastructure improvements.

Communication, Property and Personnel – Carstensen – nothing at this time.

CITIZEN COMMENTS

None

UNFINISHED BUSINESS

None

NEW BUSINESS

Resolution 2018-02 (East Post Falls District De-Annexation / Plan Amendment). Fountain stated through this Resolution, the Agency is recommending an amendment to the East Post Falls (EPF) Urban Renewal Plan to de-annex thirty (30) parcels from the EPF Revenue Allocation Area. Under State law requests to create or amend urban renewal districts must be reviewed by the Planning Commission to determine if the plan is consistent with the City's comprehensive plan. This was done at the P&Z meeting on May 8th, where a Resolution was passed recommending the de-annexation. Upon passage of this Resolution, City Council will hold a public hearing for the de-annexation/plan amendment on July 3rd. If approved by City Council an Ordinance would be passed on July 17th. This timeline will enable us to meet the notification requirements of the County for tax purposes.

Discussion:

Crosby: Did we receive written confirmation from WTB stating they had no concerns regarding the de-annexation?

Fountain: Nelson Gourley is working on that letter which should be received in the next couple days, which will be passed on to Bond Counsel for the necessary amendments.

Crosby: Bond Counsel has been contacted and knows this is coming?

Fountain: That is correct.

Baltzell: We have received verbal confirmation from WTB - document dates, times and what was said until the letter is received.

Commissioner Crosby made a motion to adopt Resolution 2018-02, de-annexing a portion of the East Post Falls District, seconded by Houser. Roll Call Vote: Horn – Aye; Crosby – Aye; Carstensen – Aye; Baltzell – Aye; Davis – Aye; Coles – Aye; Houser – Aye. Motion carried.

Welch Comer Task Order. The Agency has received a request for reimbursement from Pointe Partners, LLC for the sewer lift station improvements in the Center Point District. Welch Comer has submitted a task order to review the reimbursement at a cost not to exceed \$1,800.

Commissioner Davis made a motion to approve the Welch Comer Task Order #18-03, seconded by Carstensen. Roll Call Vote: Houser – Aye; Coles – Aye; Davis – Aye; Baltzell – Aye; Carstensen – Aye; Crosby – Aye; Horn – Aye. Motion carried.

STAFF REPORT

Fountain reminded Commission of the workshop on June 12, 2018 at 8 am in the basement of City Hall. The joint workshop tentatively scheduled for June 28th will be finalized by Tuesday once confirmation from Council members is received.

Fountain thanked Commission for their patience as she tries to coordinate the upcoming meetings, hoping that the Doodle Poll makes the process easier and lessens the emails going back and forth.

The proponent in the Center Point District is working with two (2) substantial pad users that should be under contract within the next four (4) to six (6) weeks and they are finalizing a contract with an Industrial user for a 250,000 sq. ft. building on 22 acres.

Jacklin Road in the Expo district is paved with sidewalks, but not open for travel yet.

Baltzell inquired on when Commission would have the opportunity to talk with Mr. Wirth regarding the Tech Park. Fountain stated that City Council passed the Annexation request, the Technology Zone and text amendments on Tuesday. After discussion it was agreed to invite Mr. Wirth to the Joint Workshop. Crosby noted that the original Technology Zone included up to 30% residential use and after deliberations Council reduce the amount allowed for residential to 15%.

COMMISSIONER COMMENTS

Coles inquired on the requirements that passed Legislation and go into effect on July 1, 2018. Bredeson stated those requirements will be implemented next month and discussed at the June workshop. There is a workshop on the changes May 30th @ 1 pm in Bay 4 at the CDA Resort.


CHAIRMAN COMMENT

Baltzell expressed his interest in upcoming activities and new development in the Center Point District. Timing is critical and it is important to stay on top of things.

ADJOURNMENT

Baltzell asked for a motion to adjourn. Commissioner Crosby made the motion, seconded by Carstensen. All in favor by voice vote. Meeting was adjourned at 8:18 am.

Respectfully submitted,



Diane Fountain, Executive Director



Jerry Baltzell, Chairman