



Commission Workshop Agenda
January 11, 2022 - 8:30 am
Chamber Conference Room
201 E 4th Avenue, Post Falls ID 83854

1. Call to Order, Commissioner Roll Call
2. Conflict Disclosure
3. Policy #7 and Owner Participation Agreement (OPA) Discussion
 - a. Policy #7 Revisions **ACTION ITEM**
 - b. OPA Revisions **ACTION ITEM**
4. Accrued Contingent Liabilities Discussion
5. Staff Report
6. Commissioner Comments
7. Adjournment

Requests for accommodation of special needs to participate in the meeting should be addressed to the Office of the Executive Director, 201 E. 4th Avenue, Post Falls, Idaho 83854, or call (208) 777-8151.

Mission Statement: To encourage sound economic and community improvement that enhances the overall quality of life in Post Falls by: providing and improving infrastructure, attracting jobs, and enhancing citizen safety and health.

POST FALLS URBAN RENEWAL Workshop Minutes

January 11, 2021 – Post Falls Chamber Building - Conference Room

CALL TO ORDER, ROLL CALL

Chairman Jerry Baltzell called the meeting to order at 8:30 a.m. Executive Director Joseph Johns called the roll. Present in addition to Baltzell were Commissioners Christi Fleischman, Len Crosby, Collin Coles, Jame' Davis and Melissa Hjeltness. Commissioner Eric Clemensen had an excused absence. Also, in attendance was Pete Bredeson.

CONFLICT DISCLOSURE

None

Policy #7 and Owner Participation Agreement (OPA) Discussion

Policy #7 Revisions - Pete Bredeson stated he revised Policy #7 to address reimbursement priority for City projects as an outcome of the December 29, 2021 Strategic Planning Session. Receiving a city invoice is now the same as getting an Order of Approval. An invoice from the city predating an Order of Approval for a proponent will receive reimbursement priority. This change clarifies potential difference of interpretation as a result of using Memorandum of Understanding with the City and Owner Participation Agreements with proponents. A Second Addendum to Policy #7 was added regarding potential increased proponent reimbursement for workforce housing. Coles voiced agreement with the stated changes and proposed including the removal of language pertaining to public art in Second Addendum to Policy #7, Section A.1 and B.1. Crosby stated the expectation when public art was included in the policy was that the City would create an Arts Commission similar to other communities, which hasn't happened. Expenditures for public art could be made out of the General Fund which has been done in the past. Coles emphasized the need for Urban Renewal to focus on public infrastructure – sewer, water, streets; above and beyond the cost of normal development. Baltzell voiced agreement with Coles and that if something were to come up in the future for public art it will be addressed at that time. Fleischman asked if removing that language would keep the City from submitting public art projects to the Commission for consideration. The general response was that it would not. Johns clarified that the Downtown URD Plan includes Public Art in Tier 2 Project Costs table. Further discussion resolved that the apparent conflict between the revised Policy and existing plans would not prevent proponents/developers in existing districts from seeking reimbursement for such project costs, based on priorities. Commissioner Crosby made a motion to approve the revised Policy #7 and the Second Addendum to Policy #7, including removal of "Commission approved public art" language. Seconded by Coles. Motion approved by voice vote.

Owner Participation Agreement (OPA) – Bredeson stated the main revisions are to Sections 6.2 to parallel language in Policy #7 and the proposed amendments being discussed at this workshop. Also included is language specific to the Project Drive OPA regarding the use of city funds before using tax increment. Project Drive was seeking the inclusion of finance cost reimbursement but that has not been policy since 2015. Chairman Baltzell emphasized that the agency will make use of the general agreement form and not make modifications for every participant that comes in. Crosby made motion to approve the OPA as drafted by Bredeson. Seconded by Coles. Motion approved by voice vote.

Accrued Contingent Liabilities Discussion – Crosby informed the Commission of the differing interpretations of language within existing Memorandum of Understandings (MOUs) with the City of Post Falls. The Agency has expected all invoicing to be held until the completion of the project at

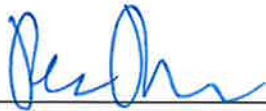
which time all project costs are to be compiled and submitted for payment. The City Engineering department had been submitting their project costs, as incurred, to the City Finance department for subsequent invoicing to the Agency. The annual audit initially identified these project costs as accounts payable by the Agency while the City has them booked as accounts receivable. This occurred due to the Agency and the City using the same accounting firm for the annual audit. The result was an increase in accounts payable from \$9,000 to \$1.6M. Subsequent conversations with the Auditor has provided for the project costs associated with these MOUs to be identified more accurately as Accrued Contingent Liabilities, based upon the specific contingencies within each MOU. It may serve the Agency better to enter into OPAs with the City instead of utilizing MOUs. This would align with the use of OPAs with owner/developers. Coles voiced his agreement.

Staff Report. Working through the last minor details of the annual audit. Day to day operations continuing as expected after the official retirement of former Executive Director, Diane Fountain.

Commissioner Comments. Chairman Baltzell reminded the Commission members that new Officers would be determined at the January Commission Meeting as well as the appointment of Committee Chairs and assignments to Committees.

Adjournment. Commissioner Coles made a motion to adjourn, seconded by Crosby. Motion carried. Meeting adjourned at 9:14 am.

Respectfully submitted,



Joseph Johns, Executive Director



Jerry Baltzell, Chairman