



Post Falls Urban Renewal Agency
January 19, 2023 Meeting Agenda
9:00 am, Post Falls City Hall

1. Call to Order, Commissioner Roll Call and Pledge of Allegiance
2. Ceremonies, Appointments and Announcements
 - a. Election of Officers **ACTION ITEM**
3. Conflict Disclosure
4. Consent Calendar **ACTION ITEMS**
 - a. Commission Meeting Minutes, December 15, 2022
 - b. District Review Committee Meeting Minutes, January 3, 2023
 - c. Payables
 - d. Bank Activity Report
 - e. Financial Reports
5. Committee Updates
 - a. Finance and Policy – Crosby
 - b. District Review - Coles
 - c. Communications, Property & Personnel - Davis
6. Citizen Comments
This section of the agenda is reserved for citizens wishing to address the Commission regarding an Agency related issue. Comments related to future public hearings should be held for that public hearing. Persons wishing to speak will have 5 minutes.
7. Unfinished Business
8. New Business
 - a. Authorization for newly elected officers to be designated signers **ACTION ITEM**
 - b. Closing Report – Center Point District
 - c. Closing Report – East Post Falls District
9. Staff Report and Updates
10. Commissioner Comments
11. Chairman Comments
12. 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 MINUTES
January 19, 2023

CALL TO ORDER, ROLL CALL AND PLEDGE OF ALLEGIANCE

Chairman Jerry Baltzell called the meeting to order at 9:00 a.m. Executive Director Joseph Johns called the roll. Present, in addition to Baltzell were Commissioners Collin Coles, Jame' Davis, Len Crosby and Christi Fleischman. Commissioners Melissa Hjeltness and Eric Clemensen were absent. Also present was Counselor Pete Bredeson. Baltzell led the Pledge of Allegiance.

CEREMONIES, APPOINTMENTS AND ANNOUNCEMENTS

Chairman Baltzell announced the re-appointment of Commissioners Fleischman and Coles by Mayor Jacobsen. Each will serve 4 year terms.

Election of Officers. Article III Section 2 of the Agency By-Laws states officer terms shall be for one year and elections will be held at the Post Falls Urban Renewal Agency's January meeting, with appointments made at that meeting. Chairman Baltzell called on Counselor Bredeson to open the floor to nominations for Chairman.

Commissioner Crosby nominated Jerry Baltzell as Chairman, seconded by Coles. Roll Call Vote: Fleischman – Aye; Crosby – Aye; – Aye; Coles – Aye; Davis – Aye; Baltzell - Abstained. Motion carried.

Commissioner Crosby nominated Jame' Davis as Vice-Chair, seconded by Coles. Roll Call Vote: Crosby – Aye; Baltzell – Aye; Coles – Aye; Fleischman – Aye; Davis – Abstained. Motion carried.

Commissioner Fleischman nominated Len Crosby as Treasurer, seconded by Coles. Roll Call Vote: Coles – Aye; Davis – Aye; Baltzell – Aye; Fleischman – Aye; Crosby – Abstained. Motion carried.

Chairman Baltzell stated that for the coming year he also serves as the Chair of the Executive Committee; Treasurer Crosby serves as the Chair of the Finance and Policy Committee; and Vice Chairman Davis serves as the Chair of the Communications, Property & Personnel Committee. Baltzell asked Coles to continue as Chair of the District Review Committee, Coles agreed. Baltzell asked the Commissioners to make any preferences for specific committee assignments known and that assignments would be made in the next couple of weeks.

CONFLICT DISCLOSURE

None

CONSENT CALENDAR

Johns introduced the Consent Calendar. Item A in the Consent Calendar is the Commission Meeting Minutes, December 15, 2022.

Item B is the District Review Committee Meeting Minutes, January 3, 2023.

Item C is the payables for December totaling \$11,351.31.

Item D is the Bank Activity Report which shows total funds in all accounts of \$3,165,241.86 and accrued interest for the month of \$6,812.31.

Item E is the financial reports as of December 31st which includes the 1st Qtr FY23 Budget vs. Actual.

Approval of the Consent Calendar will authorize the transfer of \$11,351.31 to the First Interstate Checking Account for the monthly payables and \$ 6,812.31 accrued interest to the General Fund

Commissioner Coles made a motion to approve the Consent Calendar as presented, seconded by Crosby. Roll Call Vote: Coles – Aye; Davis – Aye; Baltzell – Aye; Crosby – Aye; Fleischman – Aye. Motion carried.

COMMITTEE UPDATES

Finance & Policy – Crosby – December Financial Statements were reviewed. At the December commission meeting staff was asked about the issue of tax penalties & interest that is no longer being remitted by the County. A brief analysis of the prior 3 years penalties & interest was carried out by Johns and reported by Crosby. In 2020 the Agency received \$14,290.51 in penalties and interest; in 2021 the amount was \$18,566.60; in 2022 the amount remitted to the Agency was \$10,022.84. The recent County Treasurer’s decision to retain all penalties and interest will have an impact the Agency. Baltzell asked about the status of a lawsuit on the issue. Johns stated two lawsuits with the County were in process, one by the Cities and one by the Highway Districts. Baltzell asked for Bredeson to provide an update on the status of the two lawsuits and keep the Commission informed of any progress in the proceedings.

District Review – Coles – The committee met on January 3rd to review the preliminary District Closure Reports for the Center Point District and the East Post Falls District. The committee agreed to recommend to the Commission that all future districts be named using geographic references.

Communication, Property and Personnel – Davis – Nothing to report

CITIZEN COMMENTS

None

UNFINISHED BUSINESS

None

NEW BUSINESS

Authorization for newly elected officers to be designated signers. Baltzell asked Johns to compose a letter specifying the 2023 elected officers remain the same as the previously authorized signers. Johns asked for a motion to authorize the 2023 elected officers as authorized signers for all financial transactions, including checking and savings accounts and Bank Certificates of Deposit, real property transactions and authorize Executive Director Joseph Johns to have access to all account balances and month end statements information for internal funds management purposes.

Commissioner Coles made the motion, seconded by Baltzell. Roll Call Vote: Crosby – Aye; Fleischman – Aye; Davis – Aye; Coles – Aye; Baltzell – Aye. Motion carried.

Closing Report – Center Point District. Johns provided a presentation of the contents of the District Closure Report for the Center Point Urban Renewal District. Crosby stated it is important to be clear that the amount of tax increment returning to the tax authorities will occur every year and that there remains a lot of improved, fully served vacant land for future development to further expand the tax base in the area. The return of tax increment is not just a one-year occurrence when the district closes.

Closing Report - East Post Falls District. Johns provided a presentation of the contents of the District Closure Report for the East Post Falls Urban Renewal District. Baltzell asked about the inclusion of job-related information in the reports. Johns responded that job data is being sought out and will be incorporated in the closure reports as it becomes available. The reports are intended to be updated pending the final remittance of tax increment funds and the final reimbursement of district obligations later in the year.

STAFF REPORT

Johns stated conflict disclosure letters have been distributed, once completed they will be provided to Mayor Jacobson.

The Agency website project has been completed. Ongoing content updates will be provided by staff with intermittent maintenance activities performed by Taryn Hecker Media as specified in the project agreement.

COMMISSIONER COMMENTS

None

CHAIRMAN COMMENT

Baltzell thanked the Commission for their confidence in supporting his service to the community and also expressed his appreciation for the work of each Commissioner, Director Johns, and Counselor Bredeson.

ADJOURNMENT

Baltzell asked for a motion to adjourn. Commissioner Coles made the motion, seconded by Crosby. All in favor by voice vote. Meeting was adjourned at 9:36 am.

Respectfully submitted,



Joseph Johns, Executive Director



Jerry Baltzell, Chairman