



Post Falls Urban Renewal Agency
January 28, 2026 Meeting
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 Minutes, December 18, 2025
 - b. Payables
 - c. Bank Activity Report
 - d. Financial Reports
5. Committee Updates
 - a. Finance and Policy – Crosby
 - b. District Review - Fleischman
 - c. Communications, Property & Personnel - Clemensen
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
 - a. Owner Participation Agreement, 209 E 2nd LLC (Downtown URD) **ACTION ITEM**
 - b. Owner Participation Agreement, Laura Horn – Nonna Building (Downtown URD) **ACTION ITEM**
 - c. First Addendum to Owner Participation Agreement, North Idaho Healthcare Holdings, LLC (Tech URD) **ACTION ITEM**
 - d. PF Eagles Aerie Minor Project – Welch/Comer Reimbursement Letter (Downtown URD) **ACTION ITEM**
8. New Business
 - a. Authorization for newly elected officers to be designated signers **ACTION ITEM**
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 28, 2026

CALL TO ORDER, ROLL CALL AND PLEDGE OF ALLEGIANCE

Treasurer Len Crosby called the meeting to order at 9:00 a.m. Executive Director Joseph Johns called the roll. Present, in addition to Crosby were Commissioners Christi Fleischman, Eric Clemensen, Dominic Parmantier and Joe Rodriguez. Commissioners Pat Leffel and Collin Coles were absent. Also present was Counselor Pete Bredeson. Crosby led the Pledge of Allegiance.

CONFLICT DISCLOSURE

None

CEREMONIES, APPOINTMENTS AND ANNOUNCEMENTS

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. Crosby asked for the nomination of Officers:

Commissioner Clemensen nominated Len Crosby as Treasurer, seconded by Commissioner Fleischman. Crosby called for a Vote of Acclamation: All Commissioners present raised their hands and voiced Aye in favor of the motion. Motion carried.

Commissioner Clemensen nominated Collin Coles as Vice-Chairperson. Commissioner Fleischman nominated Eric Clemensen. Clemensen responded that he would decline. Crosby asked for a second to the nomination of Coles, seconded by Fleischman. Crosby called for a Vote of Acclamation: All Commissioners present voiced Aye and raised their hands in favor of the motion. Motion carried.

Commissioner Clemensen nominated Christi Fleischman as Chairperson, seconded by Commissioner Crosby. Crosby called for a Vote of Acclamation: All Commissioners present raised their hands in favor of the motion. Motion carried.

Crosby turned the meeting over to newly approved Chairperson Fleischman.

CONSENT CALENDAR

Johns introduced the Consent Calendar. Item A in the Consent Calendar is the Commission Meeting Minutes, December 18, 2025

Item B is the payables for this month totaling \$ 10,633.66

Item C is the Bank Activity Report which shows total funds in all accounts of \$4,530,805.09 and accrued interest for the month of \$10,401.27

Item D is the financial reports as of December 31st, including the FY26 Budget vs. Actual thru the 1st Quarter of the fiscal year.

Approval of the Consent Calendar will ratify the transfer of \$10,633.66 to the First Interstate Checking Account for the monthly payables and \$10,401.27 accrued interest to the General Fund.

The transfers and monthly payables were reviewed on January 14th by Treasurer Crosby and processed on January 15th by Director Johns.

Commissioner Parmantier asked Johns to clarify frequency of the Alpine Summit CPAs billing. Johns responded that billing from Alpine Summit relates the annual fiscal audit. The agency is currently working through the audit process and Alpine Summit will submit partial billing until the process is completed and full payment has been made. Parmantier asked if it was a \$10,000 contract. Johns answered the FY25 audit fee is \$17,000 based upon a RFP process conducted in 2025.

Fleischman asked for a motion to approve the Consent Calendar. Clemensen made the motion, seconded by Crosby. Roll Call Vote: Crosby – Aye; Fleischman – Aye; Parmantier – Aye; Rodriguez – Aye; Clemensen - Aye. Motion carried.

COMMITTEE UPDATES

Finance & Policy – Crosby – The December Financial Statements and OPAs on the current agenda were reviewed.

District Review – Fleischman – Did not meet. Looking to schedule a meeting in February.

Communication, Property and Personnel – Clemensen – Nothing to report.

Johns voiced that Chair Fleischman will also serve as Chair of the Executive Committee. The appointment of committee chairpersons and the filling of open committee positions need to be completed. Commissioners should voice committee assignment preferences to Chair Fleischman for consideration. Johns will contact Fleischman within one week to be informed of the committee assignments.

CITIZEN COMMENTS

None

UNFINISHED BUSINESS

Owner Participation Agreement, 209 E 2ND LLC (Downtown URD). Johns stated the consideration of this project as a participant in the Downtown District was previously delayed pending the revision of Addendum 3 to Agency Policy 7, approved at last month's commission meeting. The OPA's Exhibit pages (A, B & C) clearly identify the project's legal description, a list of improvements for consideration of urban renewal funding, and an illustration of the location of city-required improvements adjoining the project site. The improvements qualify for consideration as part of the Downtown District Plan project titled "*City Center Parking Plan – Street Completion Plan*". The OPA, drafted by Counselor Bredeson and reviewed by the potential participant, is for consideration for approval as a standard project in the Downtown Urban Renewal District. Commissioner Crosby asked Johns if all of the improvements required by the developer to complete are pursuant to the City Center Parking Plan included in the District Plan at the creation of the district. Johns replied that is correct. The City Center Parking Plan and the 2021 Addendum to the City Master Plan are both part of the Downtown URD Plan.

Fleischman asked for any further discussion or a motion. Crosby made a motion to approve the OPA, seconded by Clemensen. Roll Call Vote: Parmantier – Aye; Rodriguez – Aye; Crosby – Aye; Fleischman- Aya; Clemensen – Aye. Motion carried.

Owner Participation Agreement, Laura Horn – Nonna Bldg (Downtown URD). Johns informed the Commission the OPA must be tabled due to an error in the document. The OPA will be corrected for presentation at the next commission meeting.

First Addendum to Owner Participation Agreement, North Idaho Healthcare Holdings, LLC (PF Technology URD). Johns stated that on December 16, 2025, The Post Falls City Council approved Ordinance 1547 amending the Post Falls Technology District Plan to support growth or development of a commercial or industrial project in the existing revenue allocation area. The addendum is for the purpose of amending the projects identified in current OPA between the Agency and North Idaho Healthcare Holdings. The First Addendum to the OPA, drafted by Counselor Bredeson, has been reviewed by the participant.

Fleischman asked for discussion or questions. Clemensen made a motion to approve the OPA Addendum, seconded by Crosby. Roll Call Vote: Fleischman – Aye; Clemensen – Aye; Crosby – Aye; Rodriguez – Aye; Parmantier – Aye. Motion carried.

PF Eagles Aerie Minor Project – Welch/Comer Reimbursement Letter (Downtown URD).

Johns stated the letter of reimbursement recommendation is the result of Welch/Comer's completion of consultation services initiated with the commission's approval of Task Order 25-02 on November 4, 2025. As stated in the letter, Welch/Comer performed an independent review and estimate, and determined that a reimbursement amount of \$84,643.08 is reasonable for the city-required costs associated with the Agency's first Minor Project Program (MPP) participant located at 209 E Railroad Ave. in the Downtown District. Johns asked the Commission to consider directing Counselor Bredeson to draft an Order of Approval for the specified amount for consideration at the next commission meeting. Clemensen asked Johns where the reimbursement, if approved, would fall in line relative to other agency obligations in the district. Johns responded the Downtown MPP is a separate district fund utilizing 15% of the district's annual increment remittances, up to a maximum fund balance of \$250,000. The current Downtown MPP fund balance is approximately \$135, 000. Reimbursement of the Eagles project will be drawn from the Downtown MPP fund. Clemensen asked if it could be expected that the reimbursement would take place in short order. Johns replied that an Order of Approval could be considered at February Commission meeting as a part of Unfinished Business. The reimbursement would be considered for approval as part of the Semi-Annual Proponent/Participant Reimbursements topic during the New Business portion of the February meeting. Crosby asked if the \$2,800 cost of the consulting engineers review would come out of the Downtown MPP fund or out of one of the Agency's other budget items. Johns responded that the Engineering Services line in the Agency's approved budget contains funds for the cost of engineering reviews. Crosby asked if the motion was to simply direct Counselor Bredeson to prepare an order? Johns confirmed.

Crosby made the motion to have Counselor Bredeson draft the Order of Approval, seconded by Clemensen. Roll Call Vote: Rodriguez – Aye; Fleischman – Aye; Parmantier – Aye; Clemensen – Aye; Crosby – Aye. Motion carried.

NEW BUSINESS

Authorization for newly elected officers to be designated signers. Johns stated a need to authorize the 2026 Elected Officers as authorized signers for all financial transactions, including checking and savings accounts and Bank Certificates of Deposit, real property transactions and to

authorize Executive Director Joseph Johns to have access to all account balance and month end statements information for internal funds management purposes.

Clemensen made a motion to authorize the elected officers to be designated signers, Crosby seconded. Roll Call Vote: Fleischman – Aye; Parmantier – Aye; Crosby – Aye; Rodriguez – Aye; Clemensen – Aye. Motion carried.

STAFF REPORT

Johns reported the Conflict of Interest Disclosure Letters have been distributed. When completed they will be delivered to Mayor Westlund.

Gerry Dicker, of BGI, in the PF Technology URD has announced the signing of their first major occupant, Super 1 Foods. The grocery store will occupy a 50-60,000 sq. ft. building in the Shopping Center portion of the district. Construction is expected to start this spring.

COMMISSIONER COMMENTS

Crosby stated the annual conflict disclosure process is a matter of transparency that needs to continue. To the best of his knowledge the Post Falls Urban Renewal Commission is the only one that carries out such a process.

CHAIRMAN COMMENT

Fleischman welcomed Commissioners Rodriguez and Parmantier again, adding that their perspectives be will be good addition to the Commission.

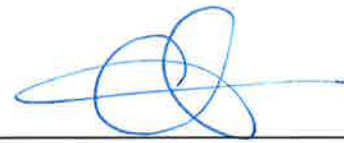
ADJOURNMENT

Fleischman asked if there were any more comments. Hearing none, Fleischman adjourned the meeting at 9:26 am.

Respectfully submitted,



Joseph Johns, Executive Director



Christi Fleischman, Chair