



Post Falls Urban Renewal Agency
February 15, 2024 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
3. Conflict Disclosure
4. Consent Calendar **ACTION ITEMS**
 - a. Commission Meeting Minutes, January 18, 2024
 - b. Payables
 - c. Bank Activity Report
 - d. Financial Reports
5. Committee Updates
 - a. Finance and Policy – Fleischman
 - b. District Review - Coles
 - c. Communications, Property & Personnel - Hjeltness
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. Order of Approval – A&A Construction & Development, Inc. (Downtown) **ACTION ITEM**
8. New Business
 - a. Approval of Semi-Annual Proponent Reimbursements **ACTION ITEM**
 - b. 2023 Annual Report Presentation **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

February 15, 2024

CALL TO ORDER, ROLL CALL AND PLEDGE OF ALLEGIANCE

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

CEREMONIES, APPOINTMENTS AND ANNOUNCEMENTS

Executive Director Johns announced the committee assignments and chairmanship as follows:

Finance & Policy: Commissioner Crosby (Chairman), Commissioners Fleischman & Clemensen, members.

District Review: Commissioner Coles (Chairman), Commissioners Hjeltness & Leffel, members.

Communication, Property & Personnel: Commissioner Hjeltness (Chairman), Commissioners Fleischman & Leffel, members

CONFLICT DISCLOSURE

None

CONSENT CALENDAR

Johns introduced the Consent Calendar. Item A in the Consent Calendar is the Commission Meeting Minutes, January 18, 2024.

Item B is the payables for this month totaling \$12,501.41.

Item C is the Bank Activity Report which shows total funds in all accounts of \$3,270,629.39 and accrued interest for the month of \$6,701.77.

Item D is the financial reports as of January 31, 2024.

Approval of the consent calendar will authorize a transfer of \$12,501.41 to the First Interstate Checking Account for the monthly payables and \$6,701.77 accrued interest to the General Fund.

Commissioner Coles made a motion to approve the Consent Calendar as presented and discussed, seconded by Fleischman. Roll Call Vote: Hjeltness – Aye; Fleischman – Aye; Leffel – Aye; Coles - Aye; Davis – Aye. Motion carried.

COMMITTEE UPDATES

Finance & Policy – Fleischman: January financial statements were reviewed.

District Review – Coles: Nothing to report

Communication, Property and Personnel – Hjeltness: Nothing to report.

CITIZEN COMMENTS

None

UNFINISHED BUSINESS

Order of Approval – A&A Construction & Development, Inc. (Downtown). Johns reported that Welch/Comer completed their review of the initial reimbursement submittal by A&A Construction & Development for public infrastructure and remediation work completed as part of their Millworx and North Mill One project areas. The total amount of documented costs for the submittal was \$6,543,115. Welch/Comer’s independent review and estimate process determined that the amount qualifying for reimbursement is \$6,035,511.02. The Order of Approval, drafted by Counselor Bredeson, is for the reimbursement of Participant expenditures in the amount of \$6,035,511.02 to be paid from tax increment revenues in the Downtown Urban Renewal District, as they become available to the Agency and in accordance with Agency Policies.

Davis asked for a motion. Commissioner Fleischman made a motion to approve the Order of Approval and authorize the Chairman to sign the Order, seconded by Coles. Roll Call Vote: Hjeltness – Aye; Fleischman – Aye; Leffel – Aye; Coles – Aye; Davis – Aye. Motion carried.

NEW BUSINESS

Approval of Semi-Annual Proponent Reimbursements. Johns stated per Agency policy #7, tax increment received by the Agency for each of the urban renewal districts is disbursed in February and August each year for public improvements that have been planned, completed and paid for by the proponent and dedicated to the City. February reimbursement will take place as follows:

<u>District</u>	<u>Proponent</u>	<u>Reimbursement</u>	<u>Remaining Obligation</u>
Downtown	A&A Construction & Devel.	\$ 812,256.58	\$ 5,223,254.44
	Total	\$ 812,256.58	

The Post Falls Technology District has a current fund balance of \$1,435,662.60 for future reimbursement of public infrastructure improvements.

The Pleasant View District has a current balance outstanding of \$42,831.36 as a result of the remitted tax increment funds not yet covering the Agency’s Annual Administration Fee.

Davis asked for a motion to approve the semi-annual proponent reimbursements. Coles made the motion, seconded by Hjeltness. Roll Call Vote: Leffel – Aye; Coles – Aye; Hjeltness – Aye; Fleischman - Aye; Davis – Aye. Motion carried.

2023 Annual Report Presentation. Director Johns presented the 2023 Annual Report as required by Idaho Code, noting a public notice was published in the CdA Press on February 1st and no letters of comment had been received. Printed copies of the report are available for viewing in the Post Falls City Clerk’s office and the Agency’s office in the Chamber of Commerce Building. The report is also available on the Agency’s website. The 2023 Annual Report is scheduled for presentation to the Post Falls City Council on March 5, 2024. Davis asked for clarification of the action item status noted on the meeting agenda. Counselor Bredeson responded that a motion to approve the Annual Report and to file it with the City and the State Controller’s Office was needed.

Davis asked for the motion. Coles made the motion, seconded by Leffel. Roll Call Vote: Coles – Aye; Davis – Aye; Fleischman – Aye; Hjeltness – Aye; Leffel – Aye. Motion carried.

STAFF REPORT

Johns reported year-end tax paperwork has been filed with the IRS and State Tax Commission. A telephone inquiry was made regarding the availability of urban renewal support for a mixed-use project located at 102 E 4th Ave – the old French Cleaners location together with the neighboring residential property. As street & frontage improvements have already been made to the location the only project in the District Plan that may be a possibility is remediation. The Agency received a draft version of a bill pertaining to Urban Renewal that is may be introduced to the Idaho Legislature. A review, or analysis, of the draft bill by Counselor Bredeson and others has been provided to the Commission. Further development of the matter may necessitate additional consideration by the Commission.

COMMISSIONER COMMENTS

None

CHAIRMAN COMMENT

None

ADJOURNMENT

Davis asked for a motion to adjourn. Commissioner Coles made the motion, seconded by Hjeltness. All in favor by voice vote. Meeting was adjourned at 9:21 am.

Respectfully submitted,



Joseph Johns, Executive Director



Jamè Davis, Chairman