



Post Falls Urban Renewal Agency
February 16, 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
3. Conflict Disclosure
4. Consent Calendar **ACTION ITEMS**
 - a. Commission Meeting Minutes, January 19, 2023
 - b. Finance & Policy Committee Meeting Minutes, February 8, 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. FY 2022 Audit Presentation **ACTION ITEM**
 - b. Approval of Semi-Annual Proponent Reimbursements **ACTION ITEM**
 - c. 2022 Annual 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 16, 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, Melissa Hjeltness and Christi Fleischman. Commissioner Len Crosby was absent. Also present was Counselor Pete Bredeson. Fleischman led the Pledge of Allegiance.

CEREMONIES, APPOINTMENTS AND ANNOUNCEMENTS

None

CONFLICT DISCLOSURE

None

CONSENT CALENDAR

Johns introduced the Consent Calendar. Item A in the Consent Calendar is the Commission Meeting Minutes, January 19, 2023.

Item B is the Finance & Policy Committee Meeting Minutes, February 8, 2023.

Item C is the payables for this month totaling \$ 1,097,267.57.

Item D is the Bank Activity Report which shows total funds in all accounts of \$6,072,558.36 and accrued interest for the month of \$8,253.19.

Item E is the financial reports as of January 31st.

Approval of the consent calendar will authorize a transfer of \$1,097,267.57 to the First Interstate Checking Account for the monthly payables and \$8,253.19 accrued interest to the General Fund

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

COMMITTEE UPDATES

Finance & Policy – Clemensen reported the committee met on February 8th to conduct a detailed review the draft FY2022 Audit Report. The committee had made a few suggestions, mostly grammatical, and were satisfied with the document. The Committee recommended the report, with the completed changes, for approval to the Commission. Fleischman added that January Financial Statements were reviewed and looked good.

District Review – Coles – Nothing to report.

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

CITIZEN COMMENTS

None

UNFINISHED BUSINESS

None

NEW BUSINESS

FY 2022 Audit Presentation. Brian Shull from Anderson Brothers CPA presented the FY 2022 Annual Audit. A review of the Independent Auditor’s Report, pages 1 & 2, was provided. It is the independent auditors opinion that the financial statements present fairly the financial position and activities of the twelve months ending September, 30, 2022. Additionally, the Agency adopted new accounting guidance, GASB Statement No. 87, Leases, which resulted in a restatement of the net position as of September 30, 2021.

Furthermore it was highlighted that a second report, the Independent Auditors’ Report on Internal Control over Financial Reporting and Compliance, states that no material weaknesses were found upon consideration of the Agency’s internal controls. The Agency’s segregation of duties together with the reviewing of transactions and the access to information are effective.

Baltzell asked for a motion to approve the FY 2022 Audit as presented. Commissioner Fleischman made the motion, seconded by Davis. Roll Call Vote: Coles – Aye; Davis – Aye; Fleischman – Aye; Hjeltness – Aye; Baltzell – Aye; Clemensen – Aye. Motion carried.

Approval of Semi-Annual Proponent Reimbursements. 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 project cost reimbursement. February reimbursements will be distributed as follows:

<u>District</u> <u>Obligation</u>	<u>Proponent</u>	<u>Reimbursement</u>	<u>Remaining</u>
Center Point	Pointe Partners, LLC	\$1,154,065.68	\$ 658,149.97
Tullamore	Copper Basin Construction	\$1,234,779.11	\$1,155,276.14
Tullamore Commons II	Whitewater Creek	\$6,491.63	\$ 125,720.45

Downtown has a current balance of 272,986.05 for future reimbursement of public infrastructure improvements.

The Post Falls Technology District has a current balance of \$648,006.65 for future reimbursement of public infrastructure improvements.

The EPF South/Central District has a current balance of \$597,010.11 for future reimbursement of public infrastructure improvements.

Baltzell asked for a motion to approve the Semi-Annual Proponent Reimbursements as presented. Commissioner Coles made the motion, seconded by Davis. Roll Call Vote: Davis – Aye; Fleischman – Aye, Hjeltness – Aye, Coles – Aye; Baltzell – Aye, Clemensen - Aye. Motion carried.

2022 Annual Presentation. Director Johns presented the 2022 Annual Report as required by Idaho Code, noting a public notice was published in the CDA Press on February 2nd and no letters of comment had been received. The 2022 Annual Report is to be presented to the Post Falls City Council at their March 7, 2023 public meeting.

Baltzell asked for a motion to approve the Annual Report for presentation to the City. Commissioner Davis made the motion, seconded by Hjeltness. All in favor by voice vote. Motion carried.

STAFF REPORT

Johns stated the information prepared for the report had already been presented during prior agenda items.

COMMISSIONER COMMENTS

None

CHAIRMAN COMMENT

Overwhelmed by the presentations that were terrific and are another strong example of how well the process works in conjunction with the City and the Agency's other partners for the benefit of Post Falls and the community.

ADJOURNMENT

Baltzell asked for a motion to adjourn. Commissioner Davis made the motion, seconded by Hjeltness. All in favor by voice vote. Meeting was adjourned at 9:44 am.

Respectfully submitted,



Joseph Johns, Executive Director



Jerry Baltzell, Chairman