



Post Falls Urban Renewal Agency
March 17, 2022 Meeting
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, February 17, 2022
 - b. Payables
 - c. Bank Activity Report
 - d. Financial Reports
 - e. Credit/Bank card application
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. East Post Falls District – Update of Cecil Road projects by City Engineer
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

March 17, 2022

CALL TO ORDER, ROLL CALL AND PLEDGE OF ALLEGIANCE

Vice-Chair Jame' 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 Len Crosby, Christi Fleischman, Melissa Hjeltness and Eric Clemensen. Commissioners Jerry Baltzell and Collin Coles had excused absences. Davis 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, February 17, 2022

Item B is the payables for this month totaling \$1,020,853.77.

Item C is the Bank Activity Report which shows total funds in all accounts of \$3,897,718.13 and accrued interest for the month of \$545.18

Item D is the financial reports as of February 28th.

Approval of the consent calendar authorized a transfer of \$1,020,853.77 to the First Interstate Checking Account for the monthly payables and \$545.18 accrued interest to the General Fund.

Commissioner Crosby inquired about the February 3, 2022, Commission Workshop minutes not being a part of the consent calendar. The referenced workshop minutes have been determined to be a part of the Consent Calendar for the February 17, 2022 Monthly Commission Meeting; at which time they were approved.

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

COMMITTEE UPDATES

Finance & Policy – Crosby – February Financial Statements were reviewed and approved. A Finance and Policy Committee meeting was held March 17, 2022, just prior to the Commission Meeting. A review of the MOU and invoice from the City for the Hwy41 Traffic Signals project was completed. Crosby stated it was appropriate to pay off the entire balance as the City has already advanced those funds to ITD.

District Review – Davis – Nothing new to report.

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

CITIZEN COMMENTS

None

UNFINISHED BUSINESS

None

NEW BUSINESS

East Post Falls District – Update of Cecil Road Projects by City Engineer. Rob Palus, Assistant City Engineer, provided an update of the city's projects at the Cecil Ave/Poleline Ave and Cecil Ave/Mullan Ave intersections. The City Council has authorized staff to advertise for bids on both projects.

Cecil Ave/Poleline Ave: Collision data from 2016-2020 was reviewed. The necessary right-of-way acquisition process is underway together with a construction easement on the Southeast corner. The city currently has verbal agreements with all the subject parties. Construction to begin in June and end prior to August 24, 2022, the beginning of the school year. Total project costs are estimated to be \$1.7 MILLION, approximately 20-30% higher than original estimates. The city may seek additional funding from PFURA should it be necessary. Crosby stated the agency could not make any commitments at the present time and is currently in a process of evaluating EPF district for the purpose of projecting tax increment availability through the closure of the district.

Cecil Ave/Mullan Ave: Collision data was reviewed, with particular focus on the Wal-Mart parking lot entry from the Mullan Avenue westbound turn lane. Three additional left-turn restrictions onto Mullan Ave. will be implemented. A diagram and explanation of expected traffic flow patterns was provided, including access to businesses located northwest of the intersection. Improvements to this intersection are anticipated to be effective through 2030 based on traffic volume projections. This project is expected to start in May/June with completion by July 29, 2022. The engineer's estimated cost for the project is approximately \$125,000. Crosby stated the district is closing and tax increment cannot be disbursed beyond the dates previously agreed to. Palus affirmed the city's understanding of this and the expectation that both projects will meet the agreed upon deadline.

STAFF REPORT

The Agency's 2021 Annual Report was presented Tuesday, March 15, 2022, to the City Council as required under Idaho Code 50-20. No public comment was received. Public legal notification of the Annual Report presentation was completed in the *Coeur d'Alene Press* on Wednesday, March 16, 2022.

The City's February Project Report for the PF Chamber Board Meeting included the following items relevant to URA District projects:

- Millworx site plan (Downtown District) is approved for the first phase of townhouse construction on the south parcel for 60 townhouses (18 issued), 1 multi-family (issued), and 1 mixed-use buildings (issued).

- River City Urology (Downtown District - NW corner of 3rd & Spokane) site plan and building has been approved.
- The Junction Subdivision (Post Falls Technology District – NW corner Hwy 41 & Prairie) has requested to subdivide 301 acres into 53 Community Commercial Services (CCS zone) & Technology Mixed (TM zone) lots. (*Douglass Group*)

Agency staff (J. Johns) is scheduled to meet with the City Administrator and the Community Development Director on March 21, 2022 to have a general discussion about the City's scheduling of quarterly meetings with Project Drive, to include our Agency, and to set up quarterly meetings with City staff and the Urban Renewal Agency. Our initial points of discussion will include setting base agendas and an invitee list for each meeting, the sharing of reports & information related to private development proposals, project timing & scope, and in general, the relationship between City & Agency.

COMMISSIONER COMMENTS

Crosby stated the commission is working to put together an OPA with Project Drive in the Pleasant View District, and continuing the OPA process on the Downtown District projects. Additionally, Crosby provided a reminder to the public that the agency closed a district this past year (Expo) and is currently in process to close two more districts (Center Point & East Post Falls) this year which should result in substantial tax increment going back to the taxing entities in future years.

CHAIRMAN COMMENT

Vice-Chair Davis wished Chairman Baltzell a speedy recovery.

ADJOURNMENT

Davis asked for a motion to adjourn. Commissioner Clemensen made the motion, seconded by Crosby. All in favor by voice vote. Meeting was adjourned at 9:32 am.

Respectfully submitted,



Joseph Johns, Executive Director



Jame' Davis, Vice-Chair