



Post Falls Urban Renewal Agency
September 15, 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 Minutes, August 25, 2022
 - b. Payables
 - c. Bank Activity Report
 - d. Financial Reports
 - e. FY 2023 Legal Services Contract
 - f. Office Lease
 - g. Admin Fees 2023
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. Public Hearing
 - a. 2023 Closing Budget for the East Post Falls Urban Renewal District **ACTION ITEM**
8. Public Hearing
 - a. 2023 Closing Budget for the Center Point Urban Renewal District **ACTION ITEM**
9. Unfinished Business
 - a. Resolution 2022-03 Approving 2023 Closing Budget for the East Post Falls Urban Renewal District **ACTION ITEM**
 - b. Resolution 2022-04 Approving 2023 Closing Budget for the Center Point Urban Renewal District **ACTION ITEM**
 - c. Third Addendum to MOPA & PSOPA – Center Point **ACTION ITEM**
 - d. Website Upgrade Project – Services Provider **ACTION ITEM**
10. New Business
 - a. Resolution 2022-05 Approving Surplus Revenue Rebate - Expo District **ACTION ITEM**
11. Staff Report and Updates
12. Commissioner Comments
13. Chairman Comments
14. 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
September 15, 2022

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 Len Crosby, Christi Fleischman, Collin Coles, Melissa Hjeltness and Eric Clemensen. Commissioner Jame' Davis had an excused absence. Counselor Pete Bredeson was also present. Hjeltness 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, August 25, 2022

Item B is the payables for this month totaling \$9,713.99.

Item C is the Bank Activity Report which shows total funds in all accounts of \$4,216,378.69 and accrued interest for the month of \$5,854.12.

Item D is the financial reports as of August 31, 2022.

Item E is the FY2023 Legal Services Contracts.

Item F is the office space Lease Agreement stipulating a prepaid rent of \$7,990 payable by October 10th

Item G is the Annual Administrative Fee transfer per Agency Policy #15 that was not completed as part of August's regular administrative activities.

Approval of the consent calendar authorized a transfer of \$9,713.99 to the First Interstate Checking Account for the monthly payables, \$7,990 to the First Interstate Checking Account for the office lease, \$5,854.12 accrued interest to the General Fund and \$200,000 to the General Fund for the annual administrative fees.

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

COMMITTEE UPDATES

Finance & Policy – Crosby – August Financial Statements were reviewed and approved. Closing Budgets for the East Post Falls District and Center Point District were reviewed. Reviewed the surplus revenue rebate to the taxing districts for the Expo District closure.

District Review – Coles – Nothing to report.

Communication, Property and Personnel – Fleischman – Met on August 22nd to interview each of the three designers for the website project. The committee would like to make a recommendation to the full Commission to contract the services of Taryn Hecker Media for the purpose of updating the agency website to improve the availability of information to the public. The contract is on the meeting agenda as item 9.d.

CITIZEN COMMENTS

None

PUBLIC HEARING

Baltzell stated that a Public Hearing will be held on the 2023 Closing Budget for the East Post Falls Urban Renewal District. If anyone wishes to speak on either of these budgets and has not filled out a form, please do so now and give it to the Executive Director. Notice of the public hearing was published on September 1st and September 8th as required by Idaho Code Section 50-2903(5). Baltzell opened the Public Hearing at 9:06 am

Director Johns presented the Closing Budget for East Post Falls district. The East Post Falls Urban Renewal District is located along a North-South axis of Hwy41 and an East-West axis of Seltice Way. The initial formation of the district in 2002 was only for the Southern portion of the district. The district was subsequently amended twice in 2005, and later in 2014, to include the Central and Northern portions, and to extend the deadline of the district to December 2022.

The district was formed to address a deteriorated area with the major goals of transportation network redesign and improvement, encouragement and assistance in the development of new businesses, attracting new businesses by providing infrastructure support, and rehabilitate existing vacant lots.

Aerial imagery showing the South, Central, and North portions of the district in 2005 and 2022 were viewable by those in attendance.

Photos of public infrastructure improvement projects, such as the 12th Ave EQ & Lift Station, trenching of pipelines along Hwy41, the completed Greensferry Overpass, traffic intersections signals on Hwy41, and the Cecil/Poleline roundabout were shown.

When the district was formed in 2002 the Base Value was \$62,413,796. The latest property valuation information provided by Kootenai County has a taxable value of property in the district of \$689,424,572, for a 10,000% increase in value.

The estimated 2022 Tax Increment revenue projected for the East Post Falls district is \$3,821,196. The underlying taxing district authorities can expect to receive an allocated portion of these revenues every year going forward. Continued growth and development after the close of the district can be expected to increase tax revenue possibilities into the future for these tax districts.

The total 2023 tax increment revenue is estimated to be \$3,821,196 and the total 2023 expenses are estimated to be \$2,254,698. The estimated unallocated residual increment to be available to rebate to the underlying tax authorities is projected to be \$1,566,498.

During the lifetime of the East Post Falls Urban Renewal District a total of \$34.8 MILLION of Urban Renewal funded infrastructure installed will continue to pay dividends to the taxpayers as improvements and redevelopment throughout the district continue.

Johns presentation ended at 9:12am.

Chairman Baltzell asked if any forms for public comment had been submitted. Being none, Baltzell closed the Public Hearing at 9:12am for Commission deliberation and action.

PUBLIC HEARING

Baltzell stated that a Public Hearing will be held on the 2023 Closing Budget for the Center Point Urban Renewal District. If anyone wishes to speak on either of these budgets and has not filled out a form, please do so now and give it to the Executive Director. Notice of the public hearing was published on September 1st and September 8th as required by Idaho Code Section 50-2903(5). Baltzell opened the Public Hearing at 9:14am

Director Johns presented the Closing Budget for Center Point district. The Center Point Urban Renewal District is located immediately north of I-90 and southeast of Stateline. The district was created in 2002 as a disadvantaged border community area having a geographic area of 335 Acres. According to the District Plan the major goals of the district were to stimulate industrial expansion in this area of the city, enhance development of industrial & manufacturing development, improve public infrastructure and facilities and transportation routes, and provide the residents of Post Falls with industrial and manufacturing opportunities.

Aerial imagery showing the district in 2005 and 2022 with the district boundary outlined were viewable by those in attendance. An increase in the transportation network throughout the district was particularly noticeable.

Photos of various commercial development projects, such as Cabela's, Maverick, UPS, Wal-Mart, Panda Express and Post Falls RV Campground were shown. Photos of transportation infrastructure improvements along Expo Parkway and Baugh Way were shown and finally, the Central Transport facility. The images were stated to be representative of the spectrum of development that has occurred as a result of infrastructure funding through Post Falls Urban Renewal, not to mention continued development into the future.

When the district was formed in 2002 the Base Value was \$1,395,916. The latest property valuation information provided by Kootenai County has a taxable value of property in the District of \$116,005,475, for a 8,200% increase in value.

The estimated 2022 Tax Increment revenue projected for the East Post Falls district is \$642,970. The underlying taxing district authorities can expect to receive an allocated portion of these revenues every year going forward. Continued growth and development after the close of the district can be expected to increase tax revenue possibilities into the future for these tax districts.

The Closing Budget for the Center Point District as previously presented to the Commission and for consideration at this meeting is as follows:

The total 2023 tax increment revenue is estimated to be \$642,970 and the total 2023 expenses are estimated to be \$642,970. No remaining unallocated residual increment is anticipated.

During the lifetime of the Center Point Urban Renewal District a total of \$9.56 MILLION of Urban Renewal funded infrastructure will have been installed and will continue to pay dividends to the taxpayers as the balance of the vacant land is developed.

Johns presentation ended at 9:18am.

Chairman Baltzell asked if any forms for public comment had been submitted. Being none, Baltzell closed the Public Hearing at 9:18am for Commission deliberation and action. Commissioner Crosby commented upon the development of the full interchange at Beck Rd and I-90 as a significant contribution to the infrastructure created as a result of the district's formation.

UNFINISHED BUSINESS

Resolution 2022-03 Approving 2023 Closing Budget for the East Post Falls Urban Renewal District.

Commissioner Crosby made a motion to approve the Closing Budget for the East Post Falls URD and adopt Resolution 2022-03; seconded by Coles. Roll Call Vote: Coles – Aye; Crosby – Aye; Fleischman – Aye; Hjeltness – Aye; Clemensen – Aye; Baltzell - Aye. Motion carried.

Resolution 2022-04 Approving 2023 Closing Budget for the Center Point Urban Renewal District.

Commissioner Coles made a motion to approve the Closing Budget for the East Post Falls URD and adopt Resolution 2022-03; seconded by Fleischman. Roll Call Vote: Coles – Aye; Crosby – Aye; Fleischman – Aye; Hjeltness – Aye; Clemensen – Aye; Baltzell - Aye. Motion carried.

Third Addendum to MOPA & PSOPA – Center Point. Johns stated the addendum, as agreed to by the proponent, extends the project acceptance and submittal deadline from August 31, 2022 to October 31, 2022. Crosby made a motion to approve the Third Addendum to the MOPA & PSOPA; seconded by Coles. Roll Call Vote: Coles – Aye; Crosby – Aye; Fleischman – Aye; Hjeltness – Aye; Clemensen – Aye; Baltzell - Aye. Motion carried.

Website Upgrade Project – Services Provider – Johns stated the contract is for services to re-design the Post Falls Urban Renewal Agency website as recommended by the Communication, Property & Personnel Committee. The contract is with Taryn Hecker Media. Fleischman made a motion to approve the website upgrade project contract with Taryn Hecker Media; seconded by Hjeltness. Roll Call Vote: Coles – Aye; Crosby – Aye; Fleischman – Aye; Hjeltness – Aye; Clemensen – Aye; Baltzell - Aye. Motion carried.

NEW BUSINESS

Resolution 2022-05 Approving Surplus Revenue Rebate - Expo District. Johns stated the resolution is necessary to rebate an unanticipated tax increment fund balance of \$14,496.87 to the underlying tax districts in the closed Expo Urban Renewal District. The funds were a result of a greater than projected 2021 tax increment remittance resulting in an unanticipated fund balance after payment of the final proponent reimbursement obligation as part of the semi-annual proponent reimbursement process in August. Johns asked for a motion to approve the rebate of surplus revenue in the closed Expo district to the taxing districts and authorize transfer of \$14,496.87 to the First Interstate Bank Checking Account. Commissioner Crosby made a motion to approve the surplus revenue rebate in the closed Expo District, the

transfer of funds, and adopt Resolution 2022-05; seconded by Fleischman. Roll Call Vote: Coles – Aye; Crosby – Aye; Fleischman – Aye; Hjeltness – Aye; Clemensen – Aye; Baltzell - Aye. Motion carried.

STAFF REPORT

EPF District – Johns stated that based upon City reporting the Hwy41 Expansion project from 12th Ave to Rathdrum is anticipated to be completed by mid-October. The Cecil/Mullan Ave intersection project is complete. The Cecil/Poleline roundabout is scheduled for completion on September 16th. The roundabout has been opened allowing for traffic operations prior to the start of school on September 6th.

Johns reported attending the CdA Area Economic Development Corporation Annual Meeting on September 7, 2022, as a guest of J.U.B. Engineers. A very interesting presentation titled, “We Achieve What We Measure; Thinking differently about economic development metrics” was given by Drew Repp of Lightcast. Johns noted the content of the presentation may be worthwhile to include at a future Commission workshop.

COMMISSIONER COMMENTS

Crosby commented that the approval of the closing budgets for the East Post Falls and Center Point Districts brought the number of districts the Commission has closed to seven. He expressed thanks to the Commission, former Commissioners, and the cooperative arrangement with the City of Post Falls.

CHAIRMAN COMMENT

Chairman Baltzell agreed with Crosby’s comments. He stated the importance of getting the work done in the districts and closing them so the taxing districts can get back the increment they would normally receive. The tax districts are always included in the district planning process to provide input on what improvements are included and it is a good team effort, together with the city putting the plans together. It is a worthwhile effort for the community when it is necessary and appropriate. Baltzell expressed appreciation for the honor to serve on the Commission and thanked Director Johns and Counselor Bredeson for their work.

ADJOURNMENT

Baltzell asked for a motion to adjourn. Commissioner Crosby made the motion, seconded by Coles. All in favor by voice vote. Meeting was adjourned at 9:33 am.

Respectfully submitted,



Joseph Johns, Executive Director



Jerry Baltzell, Chairman