



Post Falls Urban Renewal Agency  
September 21, 2023 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. District Review Committee Minutes, August 17, 2023
  - b. Commission Minutes, August 17, 2023
  - c. Payables
  - d. Bank Activity Report
  - e. Financial Reports
  - f. FY 2024 Legal Services Contract
  - g. Office Lease
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
  - a. Closing Report – East Post Falls District
8. New Business
  - a. Resolution 2023-05 Approving Surplus Revenue Rebate – East Post Falls South/Central District  
**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**  
**September 21, 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, Len Crosby, Christi Fleischman, Melissa Hjeltness and Eric Clemensen. Counselor Pete Bredeson was also present. 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 District Review Meeting Minutes, August 17, 2023

Item B is the Commission Meeting Minutes, August 17, 2023

Item C is the payables for this month totaling \$9,802.56

Item D is the Bank Activity Report which shows total funds in all accounts of \$3,950,384.65 and accrued interest for the month of \$14,774.40

Item E is the financial reports as of August 31, 2023.

Item F is the FY2024 Legal Services Contract.

Item G is the office space Lease Agreement stipulating a prepaid rent of \$7,990 payable by October 10<sup>th</sup>.

Approval of the consent calendar will authorize a transfer of \$9,802.56 to the First Interstate Checking Account for the monthly payables, \$7,990 to the First Interstate Checking Account for the office lease, and \$14,774.40 accrued interest to the General Fund.

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

**COMMITTEE UPDATES**

*Finance & Policy – Crosby – August Financial Statements were reviewed and approved.*

*District Review – Coles – Nothing to report.*

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

## CITIZEN COMMENTS

None

## UNFINISHED BUSINESS

Closing Report – East Post Falls Urban Renewal District. Johns provided a brief review of the East Post Falls District closure process since its beginning in September 2022. The EPF District Closure Report has been updated to the final year increment valuation, cumulative tax increment revenue over the life of the district, and the exact amount of remaining tax increment funds after fulfilling all agency obligation throughout the district. Chairman Baltzell asked if a press release would be submitted to the local press. Johns responded that a press release had been composed with the assistance of Commissioners Crosby and Fleischman. Fleischman recommended a photo of the Greensferry Overpass be included with the press release submittal.

## NEW BUSINESS

Resolution 2023-05 Approving Surplus Revenue Rebate – East Post Falls District. Johns stated the resolution is for the rebate of a \$1,498,467.54 surplus increment fund balance in the South and Central sub-districts of the closed East Post Falls URD. These funds are the remaining fund balance in the South & Central portions of the district after receiving the final 2022 tax increment remittance and after payment of the final proponent reimbursement obligations in the district as part of the semi-annual proponent reimbursement process in August. Johns stated the need for a motion to approve the rebate of surplus revenue in the closed East Post Falls district to the taxing districts and authorize transfer of \$1,498,467.54 to the First Interstate Bank Checking Account. Baltzell asked for a motion to approve the resolution. Commissioner Crosby made the motion, seconded by Coles. Crosby commented that the amount each taxing district is to receive should be noted to clearly inform the public. Crosby read the list of disbursements. Kootenai County is to receive \$359,650.97; City of Post Falls is to receive \$612,754.53 together with \$7,135.96 for their portion of the Post Falls Highway M&O allocation; Post Falls Highway is to receive \$50,588.01; Post Falls School District is to receive \$2,956.20; Kootenai County Fire & Rescue is to receive \$290,071.14; Community Library Network is to receive \$42,256.90; North Idaho College is to receive \$112,141.23; Kootenai EMS is to receive \$20,912.60. Crosby asked if the Community Library Network had confirmed they would accept the rebate funds. Johns confirmed that they would. Baltzell requested the list of taxing districts and the amounts to be rebated to each should be included with the aforementioned press release. With no further discussion or comment Baltzell asked for a Roll Call Vote: Hjeltness – Aye; Fleischman – Aye; Crosby – Aye; Davis – Aye; Coles – Aye; Clemensen – Aye; Baltzell – Aye. Motion Carried.

## STAFF REPORT

Johns stated the Agency has have received responses from representatives of Spirit Lake Urban Renewal, Hayden Urban Renewal and Ignite CdA stating their intent to attend the September 27 Urban Renewal Agency discussion. Neither Rathdrum or Harrison responded to the invitation and are not expected to have representatives present. Post Falls urban renewal will be represented by Commissioners Coles, Davis & Crosby, and Executive Director Johns.

On the subject of the County continuing to retain tax penalty and interest amounts, the issue is continuing through the legal process. The County filed a Motion for Reconsideration on August 11<sup>th</sup>. District Judge Christensen denied the Motion of Reconsideration on September 1<sup>st</sup>. It is Johns' understanding that the County intends to take the next course of action in the legal process.

Lastly, the FY2022 Audit process is commencing and will be administered Anderson Brothers CPAs. FY2022 documentation is currently being compiled for submission to the auditor in early October.

#### COMMISSIONER COMMENTS

Crosby commented that he serves on several boards with the Executive Director of the Rathdrum Urban Renewal Agency and would reach out to clarify their attendance at the September 27, 2023 discussion.

#### CHAIRMAN COMMENT

Chairman Baltzell expressed his excitement about the closure of the East Post Falls Urban Renewal District and what was able to be accomplished during its term. Baltzell thanked everyone for their time and effort, and is looking forward to a productive new fiscal year.

#### 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 9:19 am.

Respectfully submitted,



Joseph Johns, Executive Director



Jamé Davis, Vice-Chair