



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**

### **District Review Committee**

**August 17, 2023 – Post Falls City Hall Council Chamber – Ante-Room**

#### CALL TO ORDER, ROLL CALL

Chairman Collin Coles called the meeting to order at 8:00 a.m. Present in addition to Coles were Commissioners Jamé Davis and Melissa Hjeltness. Executive Director Joseph Johns was also present.

#### CONFLICT DISCLOSURE

None

#### CITIZEN COMMENT

None

Reimbursement Submittal Status (Downtown District) – A&A Construction. Johns reported on a discussion with representatives of the Millworx and North Mill One Projects (A&A Construction, J.U.B. Engineers) about their first request for reimbursement of project costs in the Downtown District. Other parties in attendance for the discussion were the City of Post Falls Engineering Division and the Agency's consulting engineers. The discussion was very constructive. A revised submittal is anticipated within the next month or two.

Questionnaire Review (Downtown District) – St. Vincent De Paul Project. Johns provided a brief review of the project questionnaire response from representatives of the St. Vincent De Paul project. The project is requesting funding assistance for public street and frontage improvements, utility relocation, underground fuel tank removal/remediation, and other public improvements allowed by the URA for this project. This development is a tax credit, workforce housing project requiring multiple sources of financing to be able to move ahead. The City would like urban renewal to consider the street and frontage improvements on both sides of Catherine St. as part of the Downtown District Plan's Tier 4 project named, "Apply Improvements – Parking Plan North of Freeway" described as, "multiple street revitalization projects consistent with the City Center Parking Plan – North of I-90." The committee directed Johns to seek estimated project costs and continue the St. Vincent De Paul Project toward a discussion of engaging in an OPA, by the full Commission, at a future workshop.

District Updates. Johns provided an overview of each Districts current increment value (estimated 2023), fund balance and obligation. Additional district information provided as follows:

- East Post Falls District – Final increment tax remittances (2<sup>nd</sup> half – 2022 tax year) have been processed. The EPF-North Subdistrict (Tullamore and Tullamore Commons II) fund balances will not provide a full reimbursement of the approved public infrastructure costs to the proponent/developer. A final reimbursement of \$614,011.51 in EPF-North (Tullamore) will result in a final unmet obligation of \$541,264.63. A final reimbursement of \$6,491.62 in EPF-North (Tullamore Commons II) will result in a final unmet obligation of \$119,228.83. In the EPF-South & Central Subdistricts a surplus fund balance of \$1,498,467.54 will be considered by the Commission in September for rebate to the underlying taxing districts.
- Center Point URD - Final increment tax remittances (2<sup>nd</sup> half – 2022 tax year) have been processed. A final reimbursement of \$387,194.70 will result in a final unmet obligation of \$270,955.27.
- Post Falls Technology URD – No current obligation exists. The current fund balance is \$860,489.65. Work on the Prairie Ave/Fennecus Road roundabout adjoining the district is nearing completion. The City is awaiting the signature of a Construction Improvement Agreement before the construction of the Prairie Ave/Zorros Road roundabout can commence.
- Downtown URD – No current obligation exists. The current fund balance is \$459,766.77. The first reimbursement request submittal for the Millworx and North Mill One project areas is expected to be

revised and resubmitted within a month or two. The City Ordinance to Amend the Downtown District Plan was approved by the City Council at their August 15<sup>th</sup> meeting.

- Pleasant View URD – No current obligation exists. The current fund balance is \$ -48,719.73 as a result of limited tax increment remittances and two (2) years administrative fee charges.

#### ADJOURNMENT

Meeting adjourned @ 8:37 am.

Respectfully submitted,

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Joseph Johns, Executive Director

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Collin Coles, Chairman

## **POST FALLS URBAN RENEWAL MINUTES**

**August 17, 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 Len Crosby, Jame' Davis, Christi Fleischman, Collin Coles, Melissa Hjeltness. Commissioner Eric Clemensen was absent. 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, July 20, 2023

Item B is the payables for this month totaling \$5,793.95

Item C is the Bank Activity Report which shows total funds in all accounts of \$4,941,106.46 and accrued interest for the month of \$10,088.31

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

Item E is the FY2023 Audit Engagement Letter from Anderson Brothers, CPA to perform the FY2023 Audit for an amount not to exceed \$10,000.

Approval of the consent calendar will authorize a transfer of \$5,793.95 to the First Interstate Checking Account for the monthly payables and \$10,088.31 accrued interest to the General Fund

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

### COMMITTEE UPDATES

*Finance & Policy – Crosby* – Prepared the FY2024 Budget presentation and an invitation to other local urban renewal agencies for a discussion on what urban renewal does and how we can do it. Crosby joined Commissioner Coles, representatives from A&A Construction, the City Engineering Division and the agency's consulting engineers for a discussion on the first reimbursement request in the Downtown District.

*District Review – Coles* – Met prior to the Commission Meeting to discuss the St. Vincent De Paul questionnaire submittal, receive an update on the Downtown District reimbursement submittal from A&A Construction, and receive a district status report update.

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

## CITIZEN COMMENTS

None

## PUBLIC HEARING

Baltzell opened the Public Hearing for the proposed Fiscal year 2024 Budget at 9:06 am.

Treasurer Crosby presented the FY 2024 Budget.

Key aspects of this year's budget include revenues from tax increment based on values provided by the Kootenai County Assessor's office. The tax increment projected in this budget is based on last years tax rates for each of the underlying tax districts and the Agency's conservative forecast based on the average change in tax increment received over the last four years. The projected levy rate continues to decline as increment values continue to increase over the base. The Urban Renewal Commission closed the Expo Urban Renewal District in FY 2022, and the Center Point and East Post Falls districts in 2023. Therefore, there is no tax increment projected for those three (3) districts in FY 2024. Over the life of the Commission seven (7) urban renewal districts have been closed and all increased tax revenues from the new development within those districts returned to the underlying tax districts and to the public. Based on new and continuing development in our three existing urban renewal districts, the Commission is conservatively projecting an increase in the tax increment to be received in those Districts, despite a projected reduction in levy rates established by the underlying taxing entities. Overall, the projected tax increment for the PF Technology, Downtown and Pleasant View Districts is anticipated to increase approximately 44% from increment received in FY2023 as a result of continued new commercial and industrial development stimulated by public improvements within these three districts. Over the course of FY 2024 we are anticipating the need to take accrued General Fund monies of \$56,259 to offset loss of revenue due to the closing of two major districts in FY 2023. Interest income has been conservatively projected to be \$39,000. Carryover revenues are projected in the Downtown and Post Falls Technology districts. The Agency does not have any outstanding debt and there is no anticipated borrowing in FY 2024. Total revenues, including carry-over funds, projected for FY 2024 are \$2,943,588.

As urban renewal districts are closed, each of the underlying taxing entities realizes an increase in tax revenues from the new development stimulated by completed infrastructure and public improvements. This expanded tax base should allow these taxing entities to continue reducing their levy rate and reduce property taxes. In the case of the Post Falls Urban Renewal Commission, the additional taxes derived by new development will total in excess of \$4.26 million per year from the Center Point and East Post Falls District closures in FY 2023.

The main expenditures for FY 2024 will continue being the reimbursement of costs associated with approved, completed and dedicated public improvements and expanded public infrastructure. Proponent reimbursements for approved and completed public improvements is projected to be \$2.83 million as the new districts start to develop. The Post Falls Urban Renewal Commission has no debt and no plan to incur debt in the coming Fiscal Year.

Operating Expenses for the Agency have decreased in FY 2024 by approximately \$60,000 with the closing of two major districts. The projected FY 2024 Operating expenses, including projected general fund carryover funds and contingency, continue to only represent 4.9% of our projected total revenues. The Agency's FY 2023 Operating Expenses associated with operating the Agency, which do not include carryover funds or contingencies, were budgeted at \$126,038. Actual expenses for the first nine months of FY 2023 are \$78,474 or approximately \$8,719 per month. Annualized, we are projecting our FY 2023 operating expenses will be just over \$97,300 which is approximately \$30,000 below budget.

The budget continues to contain a 5% contingency of \$5,000 and projects slight increases in the areas of Audit, Employee Wages (5%), Employee Health Insurance, Insurance, Dues and Memberships, Office Equipment replacing an aging computer, Computer Software, Postage and Printing. Many of these increases are small in nature and have been projected on the basis of inflation or one-time expenses.

Total expenses for FY 2024, including payments for public improvements, contingency are \$2,943,588. Of this total, \$2,798,321 or 95% of the Agency's expenses are associated with reimbursements for completed, approved and dedicated public infrastructure within our urban renewal districts. The remaining 4.9% of the forecast expenses represent the cost of operating and administering the Agency and our Urban Renewal Districts.

Chairman Baltzell asked Director Johns if any forms for public comment had been submitted. Being none, Baltzell closed the Public Hearing at 9:17 am for Commission deliberation and action. Counselor Bredeson advised Chairman Baltzell to move directly to the annual budget Resolution.

**UNFINISHED BUSINESS**

Resolution 2023-4 Approving FY 2024 Annual Budget. Chairman Baltzell introduced Resolution 2023-4 and asked the Commission for questions. No questions were presented. Commissioner Coles made a motion to approve Resolution 2023-4, seconded by Davis. Roll Call Vote: Coles – Aye; Davis – Aye; Crosby – Aye; Fleischman – Aye; Hjeltness – Aye; Baltzell - 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. August reimbursements will be distributed as follows:

<b><u>District</u></b>	<b><u>Proponent</u></b>	<b><u>Reimbursement</u></b>	<b><u>Remaining Obligation</u></b>
Center Point	Pointe Partners, LLC	\$ 387,194.70	\$ CLOSED
EPF-Tullamore	Copper Basin Construction	\$ 614,011.51	\$ CLOSED
EPF-Tullamore Commons II	Whitewater Creek	\$ 6,491.62	\$ CLOSED
	Total	\$ 1,007,697.83	

The Post Falls Technology District has a current fund balance of \$860,489.65 for future reimbursement of public infrastructure improvements.

The Downtown District has a current fund balance of \$459,766.77 for future reimbursement of public infrastructure improvements.

The Pleasant View District has a current fund balance of \$ 0.00. The Agency has a pending receivable in this district based upon the annual administrative fee. The current receivable is for the amount of \$ -48,719.73 pending remittance of sufficient future tax increment.

Baltzell asked for a motion. Crosby made a motion to approve the Semi-Annual Proponent Reimbursements as presented and authorize the transfer of \$1,007,697.83 to the First Interstate Bank Checking Account, seconded by Fleischman. Roll Call Vote: Fleischman – Aye; Hjeltness – Aye; Crosby – Aye; Baltzell - Aye; Davis – Aye; Coles – Aye. Motion carried.

## STAFF REPORT

Johns reported on a discussion with representatives of the Millworx and North Mill One Projects (A&A Construction, J.U.B. Engineers) about their first request for reimbursement of project costs in the Downtown District. The discussion was very constructive. A revised submittal is anticipated within the next month or two.

Letters of Invitation have been sent out for a meeting of local Urban Renewal Agencies, scheduled for September 27<sup>th</sup> from 6-8:00 p.m. A request to respond to the invitation by September 13<sup>th</sup> was included. The Administrator for the Spirit Lake URA called and said she expects for their agency to participate.

The Summer Meeting of the Inland Northwest Partners, titled Collaboration, Cooperation and the Future of Communities was held August 9<sup>th</sup> at the CenterPlace Event Center in Spokane Valley. Commissioners Hjeltness and Coles also attended. The primary presentation was made by Doug Griffiths, author of the book, 13 Ways to Kill Your Community. A copy of the book was provided thanks to Innovia Foundation's sponsorship. One simple take away from the event is that when businesses look at a community they consider these five items, most significant to least: 1) Cooperation and Collaboration 2) Quality of Life 3) Housing and Workforce 4) Infrastructure 5) Taxes.

## COMMISSIONER COMMENTS

Commissioner Crosby commented that he and Commissioner Clemensen had previously noted the reporting in our local press that the Library District had elected to not take the 80% of New Development value this year as allowed by Idaho Statute. Crosby contacted the Director of the library network and requested an opportunity to attend their next meeting and help them understand the availability of the new development funds. Crosby expressed concern that they are missing the opportunity to benefit from the closing of the East Post Falls and Center Point Urban Renewal Districts, resulting in \$707 million dollars of new development value, 80% of which the taxing district could utilize in this coming year's budget. This amounts to \$81 thousand for the library at a time when they are reducing services and operating hours. Crosby also advised them that the Agency will be rebating to them approximately \$40 thousand. Crosby has not received a response.

Commissioner Davis thanked Crosby for taking his time to lend his expertise and passion for the benefit of our community.

Chairman Baltzell asked what the Commission could do, if anything, to help the situation. Crosby responded that there wasn't anything that could be done about the \$81 thousand currently available to them and that it is a one-time opportunity when districts close. However, their response to the forthcoming \$40 thousand rebate may necessitate a decision by the commission. Counselor Bredeson responded to Baltzell that if the rebate is unwanted and returned to the Agency then it may be possible to donate it back to the library or consider other options. Johns clarified that the rebate of surplus tax increment funds from closure of the East Post Falls South/Central district is anticipated to be on the September Commission Meeting agenda. Subsequently, once rebates of the fund surplus have been approved, the payments to the taxing districts will be sent out and the response of the library district, if any, can be considered.

## CHAIRMAN COMMENT

Chairman Baltzell commented on a recent press article mentioning the Hayden City Council considering a potential closure of the Hayden Urban Renewal Agency. He asked Counselor Bredeson if it was still a viable agency. Bredeson stated that he is the attorney for the Hayden Urban Renewal Agency. A few months ago,

he heard something to that effect, but he and the current city attorney agree that it can't be shut down at this time.

Baltzell thanked Commissioner Crosby, the Finance and Policy Committee and Director Johns for putting together an outstanding budget presentation.

ADJOURNMENT

Baltzell asked for a motion to adjourn. Commissioner Crosby made the motion, seconded by Fleischman. All in favor by voice vote. Meeting was adjourned at 9:38 am.

Respectfully submitted,

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Joseph Johns, Executive Director

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Jerry Baltzell, Chairman



11:41 AM

9/18/23

# Post Falls Urban Renewal Agency – In-House

## Unpaid Bills Detail

As of September 21, 2023

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Type	Date	Num	Due Date	Aging	Open Balance
<b>Bredeson Law Group</b>					
Bill	09/18/2023	1120	10/18/2023		350.00
Total Bredeson Law Group					350.00
<b>Canon Solutions America, Inc.</b>					
Bill	09/01/2023	6005425186	10/01/2023		66.01
Total Canon Solutions America, Inc.					66.01
<b>Coeur d' Alene Press</b>					
Bill	08/31/2023	9887-000012...	09/30/2023		243.44
Total Coeur d' Alene Press					243.44
<b>ICRMP</b>					
Bill	09/01/2023	18009-2024-1	10/01/2023		3,493.00
Total ICRMP					3,493.00
<b>Joseph Johns</b>					
Bill	09/18/2023	Aug2023	10/03/2023		14.00
Total Joseph Johns					14.00
<b>Mastercard</b>					
Bill	09/01/2023	4518-Aug23	10/01/2023		201.08
Total Mastercard					201.08
<b>TOTAL</b>					<b><u>4,367.53</u></b>

PAYROLL 5,435.03

\$9,802.56

# Bank Activity Report

## August 2023

### Cash Section

#### Checking: First Interstate

Beginning Balance		\$	10,779.68
Deposits	\$	1,021,630.38	
Withdrawals	\$	(1,021,555.23)	
Ending Balance		\$	10,854.83
Outstanding Checks	\$	(1,226.14)	
Account Balance		\$	9,628.69

#### Idaho Central CU - Savings

Beginning Balance		\$	25.00
Interest			
Ending Balance		\$	25.00

### Investment Section

#### LGIP General Fund 1829

Beginning Balance		\$	1,086,889.31
Contributions	\$	89,631.37	
Withdrawals	\$	(5,793.95)	
Ending Balance		\$	1,170,726.73
Outstanding Transfer			
Account Balance		\$	1,170,726.73

#### LGIP Capital Improvements 1910

Beginning Balance		\$	3,844,634.63
Contributions	\$	18,155.74	
Withdrawals	\$	(1,092,786.14)	
Ending Balance		\$	2,770,004.23
Outstanding Transfer			
Account Balance		\$	2,770,004.23

Total Funds All Accounts:

**\$ 3,950,384.65**

August

	Interest
State Pool - LGIP 1910	\$ 14,774.40
<b>Total</b>	<b><u>\$ 14,774.40</u></b>

**Balance Sheet**

As of August 31, 2023

	Aug 31, 23
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
First Interstate Bank- Checking	9,628.69
LGIP1829-General Fund	1,170,726.73
LGIP1910-Capital Improvements	2,770,004.23
Savings - Idaho Central CU	25.00
<b>Total Checking/Savings</b>	3,950,384.65
<b>Other Current Assets</b>	
Accounts Receivable - Taxes	168,713.00
FMV - State Investment Pool	-7,967.00
Interest Receivable	7,700.00
Prepaid Insurance	2,641.00
<b>Total Other Current Assets</b>	171,087.00
<b>Total Current Assets</b>	4,121,471.65
<b>TOTAL ASSETS</b>	<b>4,121,471.65</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Other Current Liabilities</b>	
Accrued Vacation Payable	3,029.27
Deferred Increment Revenue	168,792.00
<b>Payroll Liabilities</b>	
ID- Unemployment Payable	18.82
Payroll Liabilities - Other	1,748.59
<b>Total Payroll Liabilities</b>	1,767.41
<b>Total Other Current Liabilities</b>	173,588.68
<b>Total Current Liabilities</b>	173,588.68
<b>Total Liabilities</b>	173,588.68
<b>Equity</b>	
Assigned Fund Balance	2,630,810.00
Committed Fund Balance	374,525.00
Fund Balance - General Fund	-89,609.00
Nonspendable Fund Balance	2,641.00
Restricted Fund Balance	236,901.00
Unrestricted Net Assets	-1,123,811.22
Net Income	1,916,426.19
<b>Total Equity</b>	3,947,882.97
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>4,121,471.65</b>

Post Falls Urban Renewal Agency - In-House

Profit & Loss

August 2023

	Aug 23	Oct '22 - Aug 23
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
Pleasant View District	0.00	1,280.27
Downtown District	439.76	509,766.77
Interest	14,702.54	120,853.77
Center Point District	6,280.87	625,554.97
East Post Falls District	1,191.00	3,641,359.03
Post Falls Technology District	155.80	516,176.39
<b>Total Income</b>	<b>22,769.97</b>	<b>5,414,991.20</b>
<b>Gross Profit</b>	<b>22,769.97</b>	<b>5,414,991.20</b>
<b>Expense</b>		
Advertising & Legal Notices	0.00	254.17
Audit	0.00	8,750.00
Bank Charges	0.00	17.00
Computer Repair & Maintenance	0.00	285.42
Computer Software	0.00	779.00
District Payments	1,007,697.83	3,398,260.46
Dues & Memberships	0.00	800.00
Engineering Services	0.00	6,400.00
Insurance	0.00	199.00
Legal Fees	125.00	8,900.00
Meetings	210.00	325.20
Office Supplies	0.00	318.38
Payroll Expenses	5,207.98	61,344.34
Postage, Mailing Service	0.00	74.52
Printing and Copying	38.19	185.98
Rent	0.00	7,990.00
Telephone, Telecommunications	14.00	752.54
Website Design, Hosting & Maint	0.00	2,929.00
<b>Total Expense</b>	<b>1,013,293.00</b>	<b>3,498,565.01</b>
<b>Net Ordinary Income</b>	<b>-990,523.03</b>	<b>1,916,426.19</b>
<b>Net Income</b>	<b>-990,523.03</b>	<b>1,916,426.19</b>

## Fund Reconciliation:

8/31/2023

**QB**

First Interstate - Checking	<b>GF</b>	\$	9,628.69	
LGIP - 1829	<b>GF</b>	\$	1,170,726.73	
LGIP - 1910	<b>CIP</b>	\$	2,770,004.23	
Savings - Idaho Central CU	<b>GF</b>	\$	25.00	
<b>Total</b>				<b>\$ 3,950,384.65</b>

**FUNDS**

General Fund	<b>GF</b>	\$	1,180,380.42	
Capital Improvement Fund	<b>CIP</b>	\$	2,770,004.23	
<b>Total</b>				<b>\$ 3,950,384.65</b>

## C.I. Fund Allocation:

Pleasant View	\$	(48,719.73)
Downtown	\$	459,766.77
PF Technology	\$	860,489.65
CP-The Pointe	\$	-
EPF-Tullamore	\$	-
EPF-Tullamore Commons II	\$	-
EPF-S/Ctr	\$	1,498,467.54
	\$	<u>2,770,004.23</u>

Post Falls Urban Renewal Agency  
Increment Received District Obligation Balance

Termination Date	<u>Pleasant View</u>	<u>Downtown</u>	<u>PF Tech Dist.</u>	<u>Center Point The Pointe</u>	<u>Pointe Apartments</u>	<u>East Post Falls</u>			<u>Total</u>
	2041	2041	2038	2022	2022	<u>South/Central</u>	<u>North-Tullamore</u>	<u>Commons II</u>	
Sep-22	-	-	87.07	0.36	-	3,203.86	-	-	3,291.29
Oct-22	-	-	-	-	-	1,670.80	549.56	-	2,220.36
Nov-22	-	-	79.41	-	-	3,561.96	550.82	-	4,192.19
Dec-22	-	7,936.00	4,775.52	-	-	28,389.86	9,101.45	-	50,202.83
Jan-23	639.74	278,484.56	273,838.46	353,812.39	17,189.64	1,280,490.94	698,342.33	6,491.63	2,909,289.69
Reimbursement 'Feb-23	0.41	11,565.49	4,773.79	18,429.52	-	87,110.07	3,139.05	-	125,018.33
Mar-23	-	1,941.58	2,455.02	452.18	-	10,587.39	4,920.58	-	20,356.75
Apr-23	-	3,768.00	2,519.48	-	-	19,601.10	9.49	-	25,898.07
May-23	-	12,495.35	21,564.88	3,443.01	-	26,336.83	3,828.43	-	67,668.50
Jun-23	140.46	15,241.75	8,531.36	49,945.31	-	141,821.37	13,560.13	-	229,240.38
Jul-23	499.66	177,894.28	202,256.46	158,812.68	17,189.37	701,919.74	591,692.88	6,491.62	1,856,756.69
Reimbursement 'Aug-23	-	439.76	155.80	6,280.87	-	1,191.00	-	-	8,067.43
Sep-23				CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	-
<b>Total YTD</b>	<b>1,280.27</b>	<b>509,766.77</b>	<b>521,037.25</b>	<b>591,176.32</b>	<b>34,379.01</b>	<b>2,305,884.92</b>	<b>1,325,694.72</b>	<b>12,983.25</b>	<b>5,302,202.51</b>
Approved Obligation	-	-	-	9,950,790.49	-	26,287,917.00	8,889,015.07	325,000.00	45,452,722.56
Obligation Balance @ 6/30/23	-	-	-	658,149.97	-	-	1,155,276.14	125,720.45	1,939,146.56
Carry over @ 6/30/23	(24,219.39)	306,432.73	683,077.39	53,840.50	151,071.28	795,356.80	22,318.63	-	1,987,877.94

## AGREEMENT FOR LEGAL SERVICES

This Agreement for Legal Services ("Agreement") is entered into as of this 21 day of September, 2023 by and between the Post Falls Urban Renewal Agency, an Idaho urban renewal agency, 201 E. 4<sup>th</sup> Ave., Post Falls, ID 83854 ("Agency"), and Pete B. Bredeson, Attorney at Law d/b/a Bredeson Law Group, of 1677 East Miles Avenue, Suite 202, Hayden Lake, Idaho 83835 ("Bredeson").

The Agency is seeking Bredeson's expertise and guidance in providing advice, counsel, and necessary documentation to the Agency regarding the operation of an urban renewal agency, including but not limited to compliance with applicable Idaho State Code, Agency structure, policies, procedures, meetings, personnel matters, urban renewal district plan formulation and related contracts or agreements and budget processes.

The period of performance under this Agreement will be October 1, 2023 through September 30, 2024.

This is a time and materials Agreement with a ceiling price not to exceed \$25,000 including travel. Labor categories and associated hourly rates to be used in the performance and pricing of work under this Agreement shall be at a rate of One Hundred Dollars (\$100.00) per hour for services provided.

The Agency will also reimburse Bredeson for general out-of-pocket expenses such as expenses associated with court filing and document recording.

Travel outside of the Coeur d' Alene / Post Falls area shall be reimbursed only if approved in advance by the Agency.

The Agency is not obligated to reimburse Bredeson for costs incurred in excess of the ceiling price specified herein.

Bredeson is not obligated to continue performance under this Agreement or otherwise incur costs in excess of the estimated cost specified in this Agreement, until the Agency;

- (i) notifies Bredeson in writing that the cost has been increased and
- (ii) provides a revised estimated total cost of performing this Agreement.

At least five (5) business days before a regular monthly meeting of the Agency, an itemization of all work performed, listing time by date for work performed by hours, down to the quarter of an hour with specific reference to the nature of the work performed (*e.g. drafting of expert reports, research, review of files, meetings, etc.*) should be invoiced to Agency.

Agency agrees to pay any and all approved invoices received from Bredeson within thirty (30) days of Agency's receipt of the same. Such time period shall be tolled in the event that Agency notifies Bredeson during the time period of a justified dispute with the billed amount.

Bredeson shall consult with representatives of the Agency at its office in Post Falls, Idaho or any other agreed upon location, by phone, in writing, including e-mail, and any other means of communication regarding activities under this Agreement.



Written work products, if any, and other documentation produced by Bredeson in performance of tasks pursuant to this Agreement will be inspected and accepted by the Agency in accordance with criteria established through mutual agreement between the Agency and Bredeson. All such work products shall be deemed the property of the Commission without waiving the attorney-client privilege or work product doctrine.

Deliverables will include documentation prepared by Bredeson pursuant to the direction of the Agency.

Bredeson shall perform all work under this Agreement at Bredeson's office in Hayden Lake, Idaho or unless otherwise specified by Agency.

Point of Contact for Agency:

Joseph Johns, Executive Director  
Post Falls Urban Renewal Agency  
201 E. 4<sup>th</sup> Avenue  
Post Falls, ID 83854  
Tel 208-777-8151

This Agreement may be terminated at any time by either party upon the provision of written notice to the other party at least fifteen (15) days prior to the effective termination date.

IN WITNESS WHEREOF the parties hereto, by their signatures below, acknowledge their mutual understanding of and commitment to the terms of this Agreement, effective as of the day and year first written above.

POST FALLS URBAN RENEWAL AGENCY

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Jerry Baltzell, Chairman

BREDESON LAW GROUP

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Pete B. Bredeson, Attorney at Law

### THIRD ADDENDUM TO LEASE AGREEMENT

This Third Addendum to Lease Agreement (hereinafter the "Third Addendum") is entered into as of the dates set forth below by and between the Post Falls Urban Renewal Agency, an Idaho urban renewal agency, 201 E. 4<sup>th</sup> Ave., Post Falls, Idaho 83854 (hereinafter referred to as the "Tenant"), and the Post Falls Chamber of Commerce, Inc., an Idaho nonprofit corporation, 201 East 4<sup>th</sup> Avenue, Post Falls, Idaho 83854 (hereinafter referred to as the "Landlord"), collectively referred to herein as the "Parties".

#### RECITALS:

- A. The Parties entered into a Lease Agreement for three (3) years, with an effective date of October 1, 2015 (hereinafter the "Agreement") for the office space for the Tenant.
- B. The Parties entered into a First Addendum to Lease Agreement on December 7, 2016 to amend the "Lease Premises" to one (1) second floor northwest office (450 approx.sq.ft.) along with Common Areas (bathrooms & hallway approx. 60 sq.ft.) for a total of 510 sq. ft.
- C. The Parties entered into a Second Addendum to Lease Agreement on September 20, 2018 to extend the Lease Agreement for three (3) years terminating on September 30, 2021.

NOW THEREFORE, in consideration of the above Recitals, the mutual covenants and agreements set forth herein and the benefits to be derived therefrom, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged,

1. Section 1.b. of the Agreement entitled "Lease Date and Term" is hereby amended as follows:

The term of this Lease shall be for three (3) years commencing on October 1, 2021 and terminating on September 30, 2024.

2. Section 1.c. of the Agreement entitled "Base Rent" is hereby amended as follows:

The annual base rent shall be \$7,990.00 (Base Rent)

3. Section 1.d. of the Agreement entitled "Prepaid Rent" is hereby amended as follows:

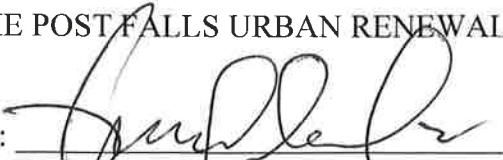
Upon execution of this Lease, Tenant shall deliver to Landlord by October 10, the sum of \$7,990.00 as prepaid rent. Tenant may terminate the Lease before the Term expires, upon which Landlord shall be required to mitigate and be entitled to the remedies as described in Section 16(a) of the Lease Agreement.

4. The other terms of the Agreement shall remain in full force and effect unless amended by this Second Addendum or any other valid modifications executed by the Parties.

DATED this 25<sup>th</sup> day of SEPTEMBER, 2021.

“Tenant”

THE POST FALLS URBAN RENEWAL AGENCY

By:   
Len Crosby, Treasurer

DATED this 8<sup>th</sup> day of August, 2021.

“Landlord”

THE POST FALLS CHAMBER OF COMMERCE, INC.

By:   
Julie Holt, Chairperson

## **East Post Falls District Closure Report**

The East Post Falls (EPF) Urban Renewal District was officially established with the recording of Post Falls City Ordinance #1017 on December 18, 2002. It was formed under the deteriorated and competitively disadvantaged border community area designations as authorized by Idaho Code Title 50, Chapters 20 and 29. The EPF District initially consisted of 469 gross acres, generally located around Interstate 90 and State Highway 41, and having a ten-year term.

The EPF District Plan was amended with the recording of Post Falls City Ordinance #1093 on December 21, 2005. The amendment extended the term an additional 10 years and revised the district boundary to include an additional 503 acres located northward along State Highway 41. The district was now identified as being composed of the original area (469 gross acres) known as the "South" sub-district, the "Central" sub-district (261 gross acres), and the "North" sub-district (242 gross acres).

The purpose and goals of the combined EPF Urban Renewal District project area were:

- 1) Provide an improved environment for new commercial and mixed-use developments.
- 2) Eliminate unsafe conditions.
- 3) Assist potential owner participation and other developers to create appropriate development sites.
- 4) Improve transit opportunities throughout the project area.
- 5) Prevent the extension of blight and deterioration and reverse the deteriorating action of the area.

The EPF District's Base Valuation at the time of creation (South sub-district) was \$62,413,796. The Base Valuation was revised to 68,866,179 upon amendment of the District Plan to include the Central and North sub-districts. The final 2022 EPF District Taxable Value was \$691,630,798, a 904% increase from the 2006 taxable value. Tax increment-based expenditures for public infrastructure projects through the close of the district total just under 37.9M, including rebates of 2.2M and 3.2M to tax authorities in 2009 and 2012 respectively. A \$1,498,467.54 fund surplus in the South/Central sub-districts is expected to be rebated to underlying tax authorities as the final fiscal activity by the Agency.

The City of Post Falls has been the proponent of the South and Central sub-districts since their inception. The major objective of the South and Central sub-districts was to provide traffic improvements and other public improvements such as re-design and improvement of existing streets, re-designing of intersections, widening of roadways, signalization and pedestrian access, to encourage and assist the development of new businesses within the area and provide the necessary infrastructure support for the attraction of new businesses.

The proponent of the North sub-district was originally Tullamore Properties, LLC, but later transferred to Copper Basin Construction, Inc. and Whitewater Creek. The major objective of the North (Tullamore) sub-district was to provide infrastructure and public roadways to accommodate a major commercial and housing development. Post Falls Urban Renewal Agency only provided tax increment-based reimbursement for arterial roads and collector streets for the support of a senior living facility and several workforce housing developments within the sub-district.

Public infrastructure improvements completed throughout the EPF district using tax increment dollars collected consist of substantial transportation, water and wastewater projects. These projects include the Greensferry Overpass, Cecil Road intersections (Poleline & Mullan), Spencer Street, Seltice Way to Mullan Ave (Hwy41/I90 underpass) pathway, Hwy41 gravity sewer & upsizing, multiple lift stations, an equalization basin, and Hwy41 traffic control signals. These projects have served to enhance transportation circulation, expand opportunities for frontage commercial development along Highway 41, and improve public safety and emergency response capabilities within the district and surrounding areas.

The East Post Falls District has attracted many new commercial developments including the Idaho Department of Labor, Garden Plaza Assisted and Independent Living Facility, Stan-Craft Boat, North Idaho Advanced Care Rehabilitation Hospital, Steel Structures of America, Maverick, and Goodwill Industries of the Inland Northwest, together with multiple retail centers, credit unions and banks.

## Resolution No. 2023 – 05

A RESOLUTION OF THE POST FALLS URBAN RENEWAL AGENCY, MAKING FINDINGS CONCERNING THE EXISTENCE OF SURPLUS COLLECTED REVENUES AND TO RETURN SAID REVENUES TO THE APPROPRIATE TAXING DISTRICTS

WHEREAS the East Post Falls Urban Renewal Plan and Revenue Allocation Area have been terminated as of December 31, 2022, and

WHEREAS the Board of Commissioners of the Post Falls Urban Renewal Agency has determined the extent of its remaining obligations associated with the close out of the East Post Falls Urban Renewal Plan.

NOW THEREFORE, BE IT RESOLVED BY THE POST FALLS URBAN RENEWAL AGENCY AS FOLLOWS:

Section 1. That the Agency makes the following findings:

- a. That the Agency has covered all outstanding financial obligations of the East Post Falls Urban Renewal Plan referenced in Resolution No. 2023-02, and in fact has an unanticipated surplus \$1,498,467.54 of collected revenues to tender to the appropriate Kootenai County taxing districts.

Passed by the Post Falls Urban Renewal Agency this **21st** day of **September, 2023**.

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Jerry Baltzell, Chairman

**East Post Falls Urban Renewal District - Surplus Fund Balance Allocation Calculations**

	A	B	C	F	G
Taxing Authority	East Post Falls TY2022 Increment <sup>(a)</sup>	TY2022 Levy Rate <sup>(b)</sup>	Proportional Tax Calculation	Proportional Distribution % <sup>(c)</sup>	Fund Balance Distribution Amount
1-KOOTENAI CO	691,630,798	0.001227184	848,758.25	24.00%	359,650.97
210-CITY POST FALLS	691,630,798	0.002090812	1,446,069.97	40.89%	612,754.53
225-PF HIGHWAY #1-Hd#1-Post Falls-M&O	691,630,798	0.000024349	16,840.52	0.48%	7,135.96
225-PF HIGHWAY #1-POST FALLS	691,630,798	0.000172614	119,385.16	3.38%	50,588.01
232-SCHOOL DIST #273-OTHER	691,630,798	0.000010087	6,976.48	0.20%	2,956.20
255-KC FIRE & RESCUE	691,630,798	0.000989767	684,553.34	19.36%	290,071.14
271-COMM LIBRARY NET J	691,630,798	0.000144187	99,724.17	2.82%	42,256.90
351-N ID COLLEGE	691,630,798	0.000382643	264,647.68	7.48%	112,141.23
354-KOOTENAI EMS	691,630,798	0.000071357	49,352.70	1.40%	20,912.60
TOTALS		0.005113	3,536,308.27	D 100.00%	1,498,467.54

**ENTER Fund Balance Amount For Distribution HERE: 1,498,467.54 E**

<sup>(a)</sup> Increment Value Source: 2022 Kootenai County Final Market Values, 3/27/2023, KC Auditor's Office

<sup>(b)</sup> Levy Rates subject to Urban Renewal, sourced from KC Treasurer's Office

<sup>(c)</sup> Computed to 9 places for accuracy, Rounded to 2 places for display

**CALCULATIONS:**

TY2022 Increment<sup>(a)</sup> Value multiplied by TY2022 Levy Rate<sup>(b)(c)</sup> yields Proportional Tax Calculation (*underlying Taxing Authorities are wholly contained within the URD for all Post Falls Urban Renewal Districts*). Total Proportional Tax Calculation divided into each Taxing Authority's individual Proportional Tax Calculation to provide Proportional Distribution %<sup>(d)</sup>. Proportional Distribution % then multiplied by Fund Balance for Distribution Amount to yield Distribution Amount for each Taxing Authority. (  $A*B=C$ ;  $C/D=F$ ;  $F*E=G$  )