



Post Falls Urban Renewal Agency  
November 16, 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. Commission Minutes, September 21, 2023
  - b. Finance & Policy Committee Minutes, November 7, 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
  - a. District Activity Report – Bob Seale
8. New Business
  - a. Welch Comer Task Order – A&A Construction, Inc. (Downtown 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**  
**November 16, 2023**

CALL TO ORDER, ROLL CALL AND PLEDGE OF ALLEGIANCE

Vice-Chair Jamé Davis called the meeting to order at 9:02 a.m. Executive Director Joseph Johns called the roll. Present, in addition to Davis were Commissioners Collin Coles, Len Crosby, Christi Fleischman, and Melissa Hjeltness. Commissioners Jerry Baltzell and Eric Clemensen were not able to participate via remote connection due to technical difficulties. Counselor Pete Bredeson was also present. 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, September 21, 2023

Item B is the Finance & Policy Committee Meeting Minutes, November 7, 2023

Item C is the payables for this month totaling \$8,356.04.

Item D is the Bank Activity Report which shows total funds in all accounts of \$2,464,759.08 and accrued interest for the month of \$5,818.31.

Item E is the financial reports as of October 31<sup>st</sup>.

Approval of the consent calendar will authorize a transfer of \$8,356.04 to the First Interstate Checking Account for the monthly payables and \$5,818.31 accrued interest to the General Fund

Additionally, in regards to the cancelled October Commission Meeting, a review of the September Financial Statements was completed by Commissioner Crosby, and the October Payables were reviewed by Treasurer Crosby on October 19th. On October 20th checks totaling \$7,318.49 were posted.

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

COMMITTEE UPDATES

*Finance & Policy – Crosby* – Reviewed the September and October Financial Reports. Met on November 7<sup>th</sup> and discussed the status of the 2023 Audit, the 2023 Budget, Agency Policy #16, and a recommendation to organize a strategic planning session for the Commission in April 2024.

*District Review – Coles* – The committee will be meeting after the Commission meeting.

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

#### CITIZEN COMMENTS

None

#### UNFINISHED BUSINESS

District Activity Report – Bob Seale, City of Post Falls Community Development Director. Director Seale presented building permit-based information from the past several years in the Expo, Center Point, East Post Falls, Post Falls Technology, and Downtown districts. A total of \$375 Million (value reported on applications) of activity has taken place in these districts during that time. Photos of recently completed and current commercial, industrial, mixed-use, and public infrastructure building projects were shown. The building activity presented is a direct result of the construction of public infrastructure reimbursed with tax increment funds. Additionally, Seale provided an overview of current building permit activity using the Commercial Site Plan Activity Tracker application available on the City's GIS webpage and its underlying data report. Commissioner Crosby asked about the status of the permit for the hotel in the Downtown District. Seale expects them to submit for the building permit relatively soon. The site plan is moving toward approval and the developer has indicated a desire to break ground in the Spring. Crosby stated that the information Seale presented points to the positive, continuing and long-term impact of the urban renewal program; and the need to make this known to the City Council and the public. Commissioner Davis asked for Seale's presentation handouts to be provided to the Commission electronically. Crosby commended the effort and work done by Seale and City staff in getting the word out that commercial and industrial land with all the utilities is available, and their working cooperatively with developers. Commissioner Coles added his appreciation for the involvement of the developers as well.

#### NEW BUSINESS

Welch-Comer Task Order – A&A Construction, Inc. (Downtown District). J-U-B Engineers, Inc. on behalf of A&A Construction, Inc. has submitted a request for reimbursement of site reclamation costs and public infrastructure constructed during the Phase A, B and G portions of their ongoing project in the Millworx and the North Mill One Subdivision site. Director Johns asked for a motion from the Commission to authorize signing of Welch-Comer Task Order 23-01 to initiate a review of the submittal by the Agency's consulting engineers. Commissioner Coles made the motion. Seconded by Crosby. With no further discussion or comment Davis asked for a Roll Call Vote: Coles – Aye; Davis – Aye; Crosby – Aye; Fleischman – Aye; Hjeltness – Aye. Motion Carried.

#### STAFF REPORT

Johns reported that Jerry Dicker, Beyond Green Inc., provided an update on work being done in the PF Technology District. The two Prairie Ave roundabouts, located at Zorros Rd and Fennecus Rd, have been constructed. Dicker plans on submitting for the reimbursement of applicable project construction costs in the coming year.

In the Downtown District the A&A reimbursement request submittal will be discussed by the District Review Committee shortly after the Commission Meeting. Johns anticipates having a Commission Workshop on Tuesday, December 12<sup>th</sup>, when the full Commission will have an opportunity to review the submittal and work through it.

COMMISSIONER COMMENTS

None

CHAIRMAN COMMENT

Vice-Chair Davis noted that Commissioner Crosby was recently recognized with the Spirit of Freedom Award. The award was presented to him by United States Senator Mike Crapo. Davis and the other Commissioners expressed their thanks and congratulations to Crosby for his service as a luminary and a leader.

ADJOURNMENT

Davis asked for a motion to adjourn. Commissioner Crosby made the motion, seconded by Coles. All in favor by voice vote. Meeting was adjourned at 9:24 am.

Respectfully submitted,

  
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Joseph Johns, Executive Director

  
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Jamé Davis, Vice-Chair