



Post Falls Urban Renewal Agency
November 20, 2025 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 18, 2025
 - b. District Review Committee Minutes, September 30, 2025
 - c. Commission Workshop Minutes, October 2, 2025
 - d. Commission Workshop Minutes, November 4, 2025
 - e. Payables
 - f. Bank Activity Report
 - g. Financial Reports
 - h. October payables & transfers (ratification)
5. Committee Updates
 - a. Finance and Policy – Crosby
 - b. District Review - Fleischman
 - c. Communications, Property & Personnel - Clemensen
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. Resolution 2025-08 – Amendment of the Post Falls Technology District Plan
8. New Business
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 20, 2025

CALL TO ORDER, ROLL CALL AND PLEDGE OF ALLEGIANCE

Chairman Jamè 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 Melissa Hjeltness, Len Crosby, Pat Leffel and Christi Fleischman, Eric Clemensen and Collin Coles. 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 Minutes, September 18, 2025.

Item B is the District Review Committee Minutes, September 30, 2025.

Item C is the Commission Workshop Minutes, October 2, 2025.

Item D is the Commission Workshop Minutes, November 4, 2025.

Item E is the payables for this month totaling \$11,241.27.

Item F is the Bank Activity Report which shows total funds in all accounts of \$4,420,152.34 and accrued interest for the month of \$10,912.03.

Item G is the financial reports as of October 31, 2025.

Item H is the record of October payables and interest for ratification purposes.

Approval of the consent calendar will authorize a transfer of \$11,241.27 to the First Interstate Checking Account for the monthly payables and \$10,912.03 accrued interest to the General Fund.

Chairman Jamè Davis asked for a motion to approve the Consent Calendar as presented. Coles made the motion, seconded by Crosby. Roll Call Vote: Leffel - Aye; Hjeltness – Aye; Clemensen – Aye; Fleischman – Aye; Coles – Aye; Crosby – Aye; Davis – Aye. Motion carried.

COMMITTEE UPDATES

Finance & Policy – Crosby – The committee reviewed the financials for last month and the prior month. Will be meeting after the commission meeting to go over some policy issues.

District Review – Fleischman – The committee met on September 30th. Guests from the Kootenai Health and Lakeside Capital Project presented information on their upcoming project. Received updates on A&A's second reimbursement request and the T.W. Clark (209 E 2nd Ave) Project.

Communication, Property and Personnel – Coles – Nothing to report.

CITIZEN COMMENTS

None

UNFINISHED BUSINESS

RESOLUTION 2025-08 – Amendment of the Post Falls Technology District Plan. The Resolution was drafted by Counselor Bredeson and Director Johns as a result of the Commission's October 2, 2025 Workshop. North Idaho Healthcare Holdings, LLC presented two requests at the workshop, the first being to engage in an Owner Participation Agreement for project costs already identified in the District Plan, and the second being to amend the District Plan to include additional estimated project costs associated with the development of the Prairie Medical Campus and its supporting public infrastructure needs according to the City's Master Transportation and Sewer Plans. The Commission approved moving forward with the Owner Participation Agreement and for putting together a presentation for the City Council on the District Plan amendments which is the basis for the Resolution. Exhibit A to the Resolution is the engineers estimates of project costs for the additional public infrastructure. Exhibit B to the Resolution is a Revised Appendix A – Project Costs, intended for compilation into the District Plan. The Resolution, including exhibits, has been reviewed by City staff and legal counsel, and is currently scheduled for consideration by the Post Falls City Council at their December 16th meeting. Crosby asked if the OPA for the first request was completed. Johns answered the OPA has been fully executed, recorded, and distributed to the participants.

Davis voiced that the agenda item was not identified as an action item. Davis asked Bredeson if that was a requirement since the resolution must be forwarded to the City Council for their upcoming meeting. Bredeson confirmed and advised the agenda be amended to make the item actionable. He stated the given timeline could be considered an emergency. Davis asked for a motion to amend the agenda. Clemensen made the motion, seconded by Coles. Roll Call Vote: Crosby – Aye; Leffel – Aye; Hjeltness – Aye; Davis – Aye; Clemensen – Aye; Fleischman – Aye; Coles – Aye. Motion carried.

Davis asked for any further discussion on the agenda item, now an action item. Crosby asked if the amendment simply incorporates the project items associated with the new OPA into the plan. Johns answered that the amendment is for project items associated with projects already in the district plan, an expansion of those projects. Crosby asked if it is consistent with the items already in the district plan approved by the City Council and Planning Commission. Johns confirmed that it is. Crosby moved that the resolution be approved, seconded by Clemensen. Roll Call Vote: Clemensen – Aye; Fleischman – Aye; Crosby – Aye; Hjeltness – Aye; Coles – Aye; Leffel – Aye; Davis – Aye. Motion carried.

NEW BUSINESS

None

STAFF REPORT

The Agency's auditor is scheduled to be in the office Monday, December 15th to complete their FY25 Audit fieldwork. The Agency has received a certificate of compliance for this year's submittal to the State Controller's Office as part of the Local Government Registry/Audit process as required by Idaho Code 50-2006(5)(c). The annual Central Registry Information Submittal to the Idaho State Tax Commission, required on or before December 1st of each year, was completed on November 18th and acknowledged as received by STC that same day.

COMMISSIONER COMMENTS

None.

CHAIRMAN COMMENT

Davis wished everyone a Happy Thanksgiving and safe travels if traveling.

ADJOURNMENT

Davis adjourned the meeting at 9:13 am.

Respectfully submitted,



Joseph Johns, Executive Director



Jamé Davis, Chairman