



Commission Workshop Agenda
February 11, 2025 - 9:00 am
Chamber Conference Room
201 E 4th Avenue, Post Falls ID 83854

1. Call to Order, Commissioner Roll Call
2. Conflict Disclosure
3. Project Update by Jerry Dicker, Beyond Green, Inc. (Post Falls Technology District)
4. City Project Funding Request - Warren Playfield Improvements (Downtown District) **ACTION ITEM**
5. Minor Project, Post Falls Eagles (Downtown District) **ACTION ITEM**
6. Welch Comer Task Order – A&A Construction, Inc. (Downtown District) **ACTION ITEM**
7. New URD Discussion **ACTION ITEM**
8. Staff Report
9. Commissioner Comments
10. 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

Workshop Minutes

February 11, 2025 – Chamber of Commerce – Conference Room

CALL TO ORDER, ROLL CALL

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 Collin Coles, Len Crosby, Christi Fleischman, Melissa Hjeltness, Eric Clemensen and Pat Leffel. Also present was Counselor Pete Bredeson, Robert Seale, Leif Yde, Jerry Dicker and Theresa Armstrong.

CONFLICT DISCLOSURE

None

PROJECT UPDATE BY JERRY DICKER, BEYOND GREEN, INC. (POST FALLS TECHNOLOGY DISTRICT). Jerry Dicker reported that nearly all the public improvements associated with BGI's part of the district are completed. They are currently working the punch list of items provided by the City. A request for reimbursement for the construction costs of the public improvements is being prepared. Meetings with prospective tenants are taking place. Several building permits are in process with City. Commissioner Crosby asked Dicker for clarification about the completion of streets, water and sewer into the site. Dicker responded that Zorros Road, Industrial Way and the roundabout are finished. Curb cuts are nearly all completed. A small amount of previously installed sewer line may need to be removed. Construction of the first building is currently anticipated to begin in April. A parking agreement is in place for the majority of the shopping center. The completion of the public improvements on the site will make it easier to proceed in negotiations with prospective tenants. Signage will be governed by a sign program that all tenants agree to and will be in accord with city requirements. Engineers are currently working to have the site grading and drainage plans in place prior to signing tenant agreements. A grocery tenant is anticipated to close/sign in June 2025, build, and open in 2026. Previous issues with Ross Point Water District have been resolved in the shopping center area. The Tech Park area of the district is at a standstill. BGI would like to build Cecil Road but can't due to matters between the Douglass Group and RPWD. Johns voiced that sample reimbursement submittal materials have been provided at the request of Jeff Bornholdt. The Agency will also coordinate with the City on acceptance of the improvements and clarification of infrastructure construction costs covered by impact fees. Crosby asked Seale if everything presented was realistic for the City to be able to move the project along. Seale confirmed his understanding aligned with the information presented. The City is currently waiting for the master grading/drainage plan to be submitted.

CITY PROJECT FUNDING REQUEST – WARREN PLAYFIELD IMPROVEMENTS (DOWNTOWN DISTRICT)

Johns provided an overview of the request from the City for \$80 THOUSAND in improvements along two (2) sides of Warren Playfield. Crosby asked Seale what impact the on-street parking along 2nd Ave and Idaho St. will have on existing trees and the green areas between the current roadway and the fence surrounding the park. Seale answered that the goal was to save trees. He provided a recently updated plan of the project from J.U.B. Engineers. Trees along Idaho St. are not able to be saved whether the parking is parallel or angled. The plan for the 2nd Ave. side is to preserve the trees and minimize root disturbance as much as possible. New tree plantings will be part of the project along Idaho St. Crosby also asked about entry to the park from either 2nd Ave or Idaho St. Seale clarified that the sidewalk leading to the trail will be accessible from the 2nd Ave. side. Additionally, the play structure will be replaced by the. Funding

constraints allow for the improvement of only two (2) sides of the park. Commissioner Clemensen sought clarification about Warren Park Improvements being listed in the District Plan as a Tier 4 project but the parking improvements being a part of the City Center Parking Plan – Street Completion Plan. Johns responded that that the CCPP is a Tier 1 project. Seale added the funding grant is focused on ADA accessibility and park facilities improvements. The City emphasized ADA access in the grant application. Providing paved parking will address ADA access. Crosby asked about Warren field’s use for soccer. Seale answered that in the Spring and Fall it contains two soccer fields. Park usage data reveals large numbers of park users on weekends during those times. Crosby asked for clarification about the Agency being asked to commit to the allocation of tax increment subsequent to payment of existing OPA obligations. Johns stated a \$4.98 MILLION obligation currently exists in the Downtown URD. Funding of the Warren Playfield improvements would occur after repayment of the current obligation. Crosby asked if reimbursement priority was determined by OPA date. Counselor Bredeson responded that it is based on submittal date, or in the City’s case, invoice date. Seale stated the City has already expended the \$80 THOUSAND as part of the design and construction management costs incurred to date. Chairman Davis asked for a recommendation or motion. Crosby asked for clarification on the necessary documentation. Bredeson answered that a new Project Funding Agreement is in the works and recommended the Finance & Policy Committee review it. Johns will proceed with scheduling a F&P Committee meeting. Bredeson stated the motion should be to approve the reimbursement request subject to the execution of an agreement with the City. Commissioner Coles made the motion, seconded by Clemensen. Roll Call Vote: Leffel – Aye; Crosby – Aye; Hjeltness – Aye; Fleischman – Aye; Clemensen – Aye; Coles – Aye; Davis – Aye. Motion carried.

MINOR PROJECT, POST FALLS EAGLES (DOWNTOWN DISTRICT). The initial Eagles inquiry of the Agency occurred prior to the establishment of the Minor Programs Project. They are now seeking to participate in the MPP for construction costs associated with city required frontage improvements. A project questionnaire has been completed and returned to the Agency. Johns introduced Leif Yde, a representative of the Eagles and the General Contractor working on the project. Yde provided a description of various frontage (sidewalk, swale, trees, etc.) and building façade changes required by the City. Crosby asked for clarification of the frontage improvements. Johns showed an aerial image of the property and described improvements consisting of gutter, curb, swale, trees, sidewalk and alleyway adjacent to the property. Yde added that a fire stand was also required in the frontage area. The Eagles anticipate completing their building improvements by the end of the month. Commissioner Coles suggested exploring the completion of the alleyway and sidewalks between Frederick St. and William St. Ensuing commission discussion focused on the problem of sidewalks and alleyways being installed/improved piecemeal instead of spanning the city block. Crosby responded such activity is outside the scope of the project submitted for consideration by the commission. Coles asked Bredeson if it is possible. Bredeson answered that funded improvements must be adjacent to a proponent’s property. Crosby noted there are multiple locations where city has required sidewalks that go across adjacent frontage to nowhere. Coles noted the additional sidewalks needed are in the right-of-way and the City could pursue them and then seek reimbursement from urban renewal. Eagles on-site parking access will be through the alleyway, with only the western portion of the alleyway improved with paving. Crosby asked for clarification of the Eagles timeline on the project. Yde responded the building is expected to be occupied in March with remaining exterior improvements bonded for completion when the weather permits. The project has moved forward through private in-house financing. Coles would like for the commission to receive more information about the project costs before proceeding. Crosby would like clarification of what urban renewal is being asked to agree to repay the Eagles, specifically the street and alleyway improvements to the extent that they serve the general public. Crosby made a motion to secure the information detailing the costs of the frontage and alleyway improvements, as incurred or estimated, and ensure they conform to the City’s intent, before identifying this as a Minor Project of the

Agency, seconded by Coles. Roll Call Vote: Leffel – Aye; Fleischman – Aye; Hjeltness – Aye; Clemensen – Aye; Coles – Aye; Crosby – Aye; Davis – Aye. Motion carried.

WELCH-COMER TASK ORDER – A&A CONSTRUCTION, INC (DOWNTOWN DISTRICT).

Task Order 25-01 is for the engagement of the Agency's consulting engineers in reviewing the second request for reimbursement from A&A Construction and Development, Inc., for costs associated with the Millworx and North Mill One Subdivision project area. The increased cost reflects the complexity and volume of the work necessary to complete the review and provide a letter of recommendation for reimbursement. Crosby noted the escalation of all costs related to construction and recommended the upcoming FY26 budget include a \$5,000/review adjustment. Clemensen made a motion to approve Task Order 25-01 as submitted, seconded by Coles. Roll Call Vote: Hjeltness – Aye; Fleischman – Aye; Crosby – Aye; Davis – Aye; Leffel – Aye; Coles – Aye; Clemensen – Aye. Motion carried.

NEW URD DISCUSSION. Johns provided an overview of Agency Policy #1 – Policy and Process of Implementing New Districts and highlighted portions of the existing policy in need of update. Support for a new district in the East Seltice vicinity has been voiced by City staff and several members of the City Council at prior joint City/URA Workshops. Counselor Bredeson stated the first step in the process of forming a district is to have an area declared as deteriorated. In the Downtown URD J.U.B. Engineers completed the Eligibility Study and the Metts Group completed the Feasibility Study. In the Pleasant View URD Welch-Comer Engineers carried out both studies. The City paid for the Eligibility Study to be performed in both districts. Bredeson emphasized that if the City is serious about a new district they'll initiate the eligibility study. Once it's completed the Commission can review it and recommend to the City Council the area be declared deteriorated. Crosby sought clarification about past payment of the eligibility studies and feasibility studies performed in the course of forming the Pleasant View and Downtown URDs. Bredeson answered that the City paid for the eligibility studies and one-half of the feasibility studies, with the Agency paying the other one-half. Crosby recommended moving forward to an eligibility study. Coles recommended revising the process prior to enacting a district plan to avoid an outcome like the Pleasant View District in which nothing has happened. Clemensen asked what revisions should be considered. Ensuing commissioner discussion covered unincorporated islands within the city, smaller/shorter districts and land adjacent to the city's east boundary. Coles would like the City to be fully on-board with property needing to be annexed and have a time table for getting annexation activity completed prior to the formation of a district plan. Crosby voiced that annexation is entirely out of the Agency's control, but the activity to form a district should be closely coordinated between the City and Agency. Properties along East Seltice that are currently in the city boundary would benefit and could be helped. Other areas along the corridor are currently on septic systems and annexation would require expensive sewer system expansion. Crosby recommended the Agency communicate to Seale that direction is needed from the City. Coles recommended providing the City with a white paper outlining prudent actions for the City to pursue and then give the Agency some direction using that format. Crosby asked Coles if he would create the white paper. Coles agreed that he could do some of it. The Commission directed Johns to let the City know the Agency is willing and interested to move forward but requests their direction. Coles and Johns will work to create the suggested white paper for submittal to the City. A Finance and Policy Committee meeting will be scheduled for the purpose of reviewing and revising Agency Policy #1 to bring it up to date.

STAFF REPORT

Johns updated the Commission members on their committee assignments. The District Review Committee will be chaired by Fleischman with Hjeltness and Leffel as members, Crosby as alternate. The Finance and Policy Committee will be chaired by Crosby with Clemensen and Fleischman as members, Coles as alternate. The Communication, Property and Personnel Committee will be

chaired by Clemensen with Leffel and Coles as members, Davis as alternate. The 2024 Annual Report will be presented at the February 20, 2025 Commission Meeting. The report is currently available for public review and comment at the City Clerk's office, the Agency office, and on the agency website. Johns will present it to the City Council at one of their scheduled meetings in March, to be determined. Printed copies of the FY2024 Audit Report have been distributed. The report will be presented at the February 20, 2025, Commission Meeting. Johns will be giving a presentation on urban renewal in Post Falls at the Chamber of Commerce's Connect4Lunch event on February 18, 2025.

COMMISSIONER COMMENTS

Commissioner Fleischman commented on the availability of agency policy and other documentation on the agency website. Documentation available on the website includes: annual audit reports, annual agency reports, annual budget resolutions, monthly financial reports, agency policies relevant to district proponents and district activity, and approved meeting minutes.

ADJOURNMENT

Davis adjourned the meeting at 10:38 a.m.

Respectfully submitted,



Joseph Johns, Executive Director



Jame Davis, Chairman