



Commission Workshop Agenda  
July 10, 2024 - 9:00 am  
Post Falls Police Dept. – Community Rm.  
1717 E Polston Ave, Post Falls ID 83854

1. Call to Order, Commissioner Roll Call
2. Conflict Disclosure
3. Citizen Comment  
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.
4. Budget Workshop **ACTION ITEM**
5. Second Addendum to Owner Participation and Reimbursement Agreement Discussion – A&A Construction, Millworx Development (Downtown District)
6. Agency Policy #7 Revision **ACTION ITEM**
7. Agency OPA Revision **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**

#### **July 10, 2024 – Post Falls Police Department – Community 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 Eric Clemensen, Len Crosby, Melissa Hjeltness and Collin Coles. Also present was Pete Bredeson via on-line conferencing.

##### CONFLICT DISCLOSURE

None

##### CITIZEN COMMENT

None

**BUDGET WORKSHOP.** Johns presented the proposed FY 2025 Budget. After discussion Commissioner Crosby made a motion to approve the proposed budget as presented and advertise the August 15<sup>th</sup> Budget Hearing in the press on August 1<sup>st</sup> & 8<sup>th</sup>. Motion seconded by Coles. Roll Call Vote: Hjeltness – Aye; Clemensen – Aye; Crosby – Aye; Coles – Aye; Davis – Aye. Motion carried.

**SECOND ADDENDUM TO OWNER PARTICIPATION AGREEMENT DISCUSSION.** The Second Addendum to the OPA with A&A Construction, drafted by Counselor Bredeson, includes updated engineer's cost estimates for the Idaho/4<sup>th</sup> roundabout that were made part of the agreement with the First Addendum. It also includes the engineer's estimated costs for the public art located within the roundabout. Commissioner Crosby asked Johns for clarification about whether the changes pertained to agency policies or only the OPA with A&A Construction. Johns responded that public art remained as a distinct project with the district plan even though the Commission had removed "public art" from the language used in prior revisions to Agency Policy 7. Counselor Bredeson stated the Second Addendum to Agency Policy 7, executed in 2022, took the public art language out of the policy but the Third Addendum to the policy, approved later in 2022, supersedes the prior addendum and allows for one-hundred percent reimbursement for mixed-use projects in the district plan. Furthermore, since public art is listed in the district plan the agency can reimburse for it. Commissioner Coles stated his prior understanding was that the agency would no longer participate with public art projects due to the subjectivity of the topic, but if the changes to agency policy superseded, he was fine with it. Crosby asked if the city has a Public Arts Commission. The general response was that there is not. Johns clarified that the current public art selection process was conducted by city staff. Their recommended project was then presented to, and approved by, the City Council. Commissioner Clemensen asked if the engineer's estimate of project cost for the public art component was the actual cost. Johns responded that it was the estimated amount and the final reimbursable costs would be clarified by the actual invoiced amounts provided during the reimbursement process. Crosby sought clarification that the addendum being discussed pertained only to the agreement with A&A Construction and not agency policy. Johns responded that was correct. Johns will include the Second Addendum to the OPA with A&A Construction on the agenda for the July 18, 2024, Commission meeting.

**AGENCY POLICY #7 REVISION.** The policy has been revised to include paragraph "F" for the purpose of providing a basis for tax increment funding support for smaller/minor projects that are not associated with the major development projects typical of a district. The Finance & Policy Committee considered this subject at their June 17, 2024, meeting and recommended it be forwarded to the full commission. Commissioner Coles would like for funding of these types of projects considered in greater detail during the planning stages

of district. At that time a corresponding availability for funding support would be specified within the district plan document. Commission discussion concluded the current proposed revision would be effective in the near term, while the overall concept should be a subject for future workshop discussions when considering the implementation of future districts. Chairman Davis asked for a motion to approve the revised policy, either as-is or with edits. Crosby made a motion to approve the revised policy as-is. Coles seconded the motion, with clarification that the issue should be discussed further in the future. Chairman Davis asked for roll call vote: Clemensen – Aye; Hjeltness – Aye; Coles – Aye; Crosby – Aye; Davis – Aye. Motion carried.

**AGENCY OPA REVISION.** The revision to the Agency’s OPA document corresponds directly to the revision of Agency Policy #7 pertaining to the tax increment funding support for minor projects. Counselor Bredeson revised Section 6 – Reimbursement of Participant Advances to address the potential for, “... reimbursement of minor projects selected and approved by the Agency that promote District Plan objectives ...”. Commissioner Coles reiterated his desire to further develop the concept in partnership with the City, and with the purpose of having it as part of a district plan development process. Clemensen suggested the language in the OPA match the language used in the revised agency policy. Johns clarified that he had asked Counselor Bredeson that very question during a prior conversation. Counselor Bredeson had recommended the OPA not include the level of detail provided for in the policy. Clemenson made a motion to approve the OPA revision as written. Seconded by Crosby. Chairman Davis asked for roll call vote: Coles – Aye; Davis – Aye; Hjeltness – Aye; Crosby – Aye; Clemensen – Aye. Motion carried.

#### STAFF REPORT

Johns reported providing a presentation on urban renewal to the Board of the CdAEDC on July 2<sup>nd</sup>. The presentation addressed basic Idaho urban renewal information as well as the accomplishments and current activities of the Post Falls Urban Renewal Agency.

Work on updating the agency’s tri-fold information handout/brochure is continuing with the guidance of Commissioner Fleischman. The brochure is intended for use at public events and to address inquiries about urban renewal.

#### COMMISSIONER COMMENTS

Commissioner Crosby tasked Director Johns to pursue a presentation to the member of the Chamber of Commerce before the end of the year, focusing on what urban renewal has done and is trying to do in Post Falls. Commissioner Clemensen agreed and suggest there are additional local groups that could be presented to as well. Commissioner Coles suggested scheduling a meeting of the District Review Committee and inviting the newly appointed City Engineer, Rob Palus.

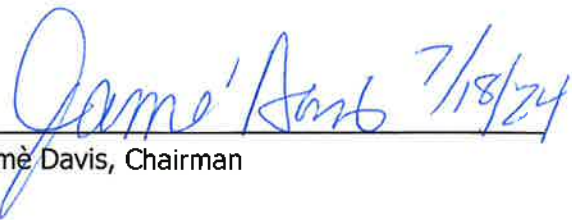
#### ADJOURNMENT

The workshop was adjourned at 10:16 a.m.

Respectfully submitted,



Joseph Johns, Executive Director



Jame Davis, Chairman