



Post Falls Urban Renewal Agency
September 19, 2024 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, August 15, 2024
 - b. District Review Committee Minutes, September 4, 2024
 - c. Payables
 - d. Bank Activity Report
 - e. Financial Reports
 - f. FY 2025 Legal Services Contract
5. Committee Updates
 - a. Finance and Policy – Crosby
 - b. District Review - Coles
 - c. Communications, Property & Personnel - Hjeltness
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
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
September 19, 2024

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 Eric Clemensen, Pat Leffel, Collin Coles, Len Crosby and Melissa Hjeltness. Commissioner Christi Fleischman was absent. Counselor Pete Bredeson was also present. Coles 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, August 15, 2024

Item B is the District Review Meeting Minutes, September 4, 2024

Item C is the payables for this month totaling \$11,615.45

Item D is the Bank Activity Report which shows total funds in all accounts of \$2,954,877.53 and accrued interest for the month of \$7,981.65

Item E is the financial reports as of August 31, 2024.

Item F is the FY2025 Legal Services Contract.

Approval of the consent calendar will authorize a transfer of \$11,615.45 to the First Interstate Checking Account for the monthly payables and \$7,981.65 accrued interest to the General Fund

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

COMMITTEE UPDATES

Finance & Policy – Crosby – Commissioner Clemensen reviewed the monthly financial reports.

District Review – Coles – A District Review meeting was held September 4th, the meeting minutes are part of consent calendar.

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

CITIZEN COMMENTS

None

UNFINISHED BUSINESS

None

NEW BUSINESS

None

STAFF REPORT

Johns reported The Prairie Crossing commercial development in the PF Tech District is moving forward with continued installation of frontage improvements and preparations for the construction of Trade Avenue and Zorros Road. A call was received from a representative of the property to the east of Zorros Road making inquiries about the width of Zorros Road and the design of the road. Information available through public records was provided.

On August 28th a second meeting with representatives of A&A Construction occurred for the purpose of discussing the Minor Projects Program. An analysis of the fiscal impact to their projected reimbursement timeline was provided, should they be willing to amend the current Owner Participation Agreement between A&A Construction and the Agency.

The Agency office recently experienced a variety of unanticipated IT related issues due to a change of the Chamber of Commerce's local IT support provider, resulting in changes to the buildings internal network & internet service provider. Any changes to Agency operations and processes as a result of this IT issue with the Chamber, including impact to our FY25 budget, will be documented and presented to the Finance & Policy Committee and the Communications, Property and Personnel Committee. Minimal impact to the FY2025 Operating Budget is expected due to internet service costs and a change of the IT services provider.

A second inquiry was received from the Post Falls Eagles seeking potential tax increment funding support for their remodeling project requiring frontage and alley improvements. A Project Questionnaire was provided to their representative. Johns informed them that the Agency is currently in the process of developing the Minor Projects Program, but that it is a work in progress at this time.

Commissioner Crosby asked Johns if any response had been received from A&A Construction. Johns stated there has not been a response received. Crosby suggested Johns contact them to see if they intend to provide a response. Crosby reported that the meeting with A&A Construction went well and it was possible to show them the Minor Project Program would a small impact on their reimbursement if they were to agree to an amendment to the OPA. Crosby also asked Johns if the Eagles indicated how much funding assistance they are looking for. Johns responded that the representative was uncertain about the amount they would be seeking but that their total project cost was approximately \$175,000.

COMMISSIONER COMMENTS

No additional comments or questions.

CHAIRMAN COMMENT

None

ADJOURNMENT

Davis asked for a motion to adjourn. Commissioner Crosby made the motion, seconded by Hjeltness. All in favor by voice vote. Meeting was adjourned at 9:09 am.

Respectfully submitted,



Joseph Johns, Executive Director



Jamé Davis, Chairman