



Post Falls Urban Renewal Agency
November 18, 2021 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 Meeting Minutes, October 21, 2021
 - b. Finance & Policy Committee Minutes, November 4, 2021
 - c. District Review Committee Minutes, November 9, 2021
 - d. Payables
 - e. Bank Activity Report
 - f. Financial Reports
 - g. Agency By-Laws Amendment
5. Committee Updates
 - a. Finance and Policy – Crosby
 - b. District Review - Coles
 - c. Communications, Property & Personnel - Carstensen
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
 - a. WTB Loan Payoff (East Post Falls URD) **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 18, 2021

CALL TO ORDER, ROLL CALL AND PLEDGE OF ALLEGIANCE

Chairman Jerry Baltzell called the meeting to order at 9:00 a.m. Executive Director Diane Fountain called the roll. Present, in addition to Baltzell were Commissioners Larry Carstensen, Eric Clemensen, Collin Coles, Jame' Davis, Len Crosby and Christi Fleischman. Coles led the Pledge of Allegiance.

CEREMONIES, APPOINTMENTS AND ANNOUNCEMENTS

Chairman Baltzell announced the Mayor's appointment of a new Commissioner to replace Commissioner Carstensen upon the expiration of his term. An introduction of the new Commissioner will take place during the December Commission Meeting. Baltzell also announced the City Council will have three new Councilmen taking office in January.

CONFLICT DISCLOSURE

None

CONSENT CALENDAR

Fountain introduced the Consent Calendar. Item A is the Commission Minutes, October 21, 2021.

Item B is the Finance & Policy Committee Minutes, November 4, 2021

Item C is the District Review Committee Minutes, November 9, 2021

Item D is payables for this month totaling \$216,885.44, which includes a check to the City of Post Falls for \$204,322.62 for the sewer projects in EPF.

Item E is the Bank Activity Report which shows total funds in all accounts of \$3,444,308.13 and accrued interest for the month of \$214.43.

Item F is the financial reports as of October 31, 2021.

Item G is the Agency By-Laws Amendment. City Council adopted Ordinance 1431 on November 2nd which sets the commission terms at four years. This Amendment to our By-Laws reflects that change.

Approval of the consent calendar will authorize a transfer of \$216,885.44 to the First Interstate Checking Account for the monthly payables and \$214.43 accrued interest to the General Fund.

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

COMMITTEE UPDATES

Finance & Policy – Crosby – Financial Statements were reviewed and approved. Discussed early payoff of Greensferry Overpass and items to be included in the upcoming strategic planning session; as well as general discussion of the role and function of the committee.

District Review – Coles – All districts were reviewed and a general discussion over future districts. Coles is preparing a memo proposing some potential changes to Policy #7 and how we coordinate plans with Owner Participation Agreements.

Communication, Property and Personnel – Carstensen – Met immediately prior to this meeting to discuss thoughts and plans for 2022. Highlighted what to expect for 2022 and what the Executive Director can do to help the organization through suggestions or communicating equipment needs.

CITIZEN COMMENTS

None

UNFINISHED BUSINESS

None

NEW BUSINESS

WTB Loan Payoff (East Post Falls URD). Fountain stated the Finance Committee met and discussed paying off the loan @ WTB for the Greensferry Overpass. Mark Botterbusch at WTB has provided a loan payoff amount of \$1,408,821.74. Early payoff would result in a \$51K savings on interest and would still allow the Agency to meet remaining obligations within that district. The loan reserve CD matured on November 6 and will be applied to the payoff with an additional \$1,171,446.47. Crosby provided a timeline of the project beginning in September 2013 with a public open house and being dedicated in November 2015. Total project cost was \$15.4M with a loan secured in the amount of \$13M having a maturity date of September 1, 2023. Chairman Baltzell commented the overpass design accommodates the potential for future interstate entrance and exit ramps. Additionally, the firm J.U.B. Engineers was recognized for their outstanding work on the project.

Commissioner Carstensen made a motion to approve the WTB Loan Payoff early as presented, seconded by Coles. Roll Call Vote: Clemensen – Aye; Coles – Aye; Davis – Aye; Baltzell – Aye; Carstensen – Aye; Crosby – Aye; Fleischman – Aye. Motion carried.

STAFF REPORT

Fountain reminded the Commission of the Strategic Planning Session on November 30th @ 1:00 pm in the Chamber Conference room

COMMISSIONER COMMENTS

Crosby stated he has been working with staff on the outline for the Strategic Planning Session and he believes we have a great session setup. Materials will be sent out ahead of time for Commissioner review.

CHAIRMAN COMMENT

None

ADJOURNMENT

Baltzell asked for a motion to adjourn. Commissioner Crosby made the motion, seconded by Carstensen. All in favor by voice vote. Meeting was adjourned at 9:22 am.

Respectfully submitted,



Diane Fountain, Executive Director



Jerry Baltzell, Chairman