



BOARD MEETING MINUTES

WEDNESDAY JUNE 15, 2016 4:00 P.M.

COEUR D'ALENE PUBLIC LIBRARY COMMUNITY ROOM

1. CALL TO ORDER

Chairman Davis called the **ignite cda** board meeting to order at 4:00 p.m.

ignite cda board members present: Davis, Jordan, Armon, Widmyer, Druffel, Hoskins, Metts.

ignite cda staff present: Berns **ignite cda** legal counsel present: Quade

2. PLEDGE OF ALLEGIANCE

3. PUBLIC COMMENT

No public comment was provided.

4. APPROVAL OF MINUTES

- May 18, 2016 Board Meeting Minutes
- June 8, 2016 Special Call Board Meeting Minutes

Motion by Commissioner Hoskins, seconded by Commissioner Druffel, to approve the May 18, 2016 board meeting minutes. Motion carried.

Motion by Commissioner Hoskins, seconded by Commissioner Armon, to approve the June 8, 2016 special call board meeting minutes. Motion carried.

5. PRESENTATION: SELTICE WAY ROAD RECONSTRUCTION PROJECT UPDATE: Matt Gillis, Welch-Comer Engineers

*Background: More information can be found on this project initiative by reviewing the October 21, 2015 and November 18, 2015 **ignite cda** board meeting minutes.*

Matt Gillis and Gordon Dobler (City of CDA Engineer) updated the board on the status of the Seltice Way reconstruction project via a PowerPoint presentation. Mr. Dobler shared the following opening comments:

- The presentation today to **ignite cda** is to begin the process of finalizing the scope, scale and budget for the project.
- This project was introduced to the **ignite cda** board back in October with a cost estimate of \$3.5 million. Since October, the project's scope has been refined via input received from an open house event and conversations with stakeholders.
- The City will seek funding for the project from the following sources: City of CDA, Post Falls Highway District, Hayden Area Regional Sewer Board (HARSB), **ignite cda**, and possibly other stakeholders located along Seltice Way.
- The City hopes to get direction today from the **ignite cda** board on what the board likes and dislikes re. the project's current design and funding elements.

Key slides from the presentation follow:



Aerial photo depicting project area (red shaded area)

Project Costs

- Original Estimate: \$3.5 Million
- New Estimate: Closer to **\$5 million** (high end)
 - Why the uncertainty?
 - Why is it higher?

Project Costs

- What has caused the increase?

1. 4 Bus turnouts with shelters	\$150,000
2. Grand Mill Intersection Improvements	\$400,000
3. Atlas Intersection Earthwork	\$200,000
4. Street Lighting	\$200,000
5. Lanzce Douglas Intersection	\$150,000
Total	\$1,100,000

Mr. Gillis shared that the biggest unknown cost variable at this time is the earthwork variable associated with some of the proposed intersections. The earthwork cost variable, as well as the other cost variables, will be finalized by early July providing **ignite cda** solid project costs as the agency enters into its fiscal year 2017 budgeting process.

- Commissioner Jordan asked if Lanzce Douglass, who owns the property located just to the east of the US Bank Service Center, will contribute funds to the construction of the intersection on Seltice Way that his development will require per the City’s annexation agreement?
 - Mr. Dobler shared that the annexation agreement does require the developer to build the intersection, but the City can’t force the developer to pay for the intersection improvement before he builds the access roads into the site. The City will work this issue with the developer to see if a partnership funding agreement for this intersection can be reached prior to the developer beginning construction on his project.
 - Commissioner Davis commented that he feels Mr. Douglass should pay for one half of the costs for the intersection that will serve his development south of Seltice Way.

- Ex. Director Berns asked if the street lighting cost variable will provide lighting to both Seltice Way and the bike/pedestrian trails?
 - Mr. Dobler shared that yes, the City is looking at dual-head street lights that will provide lighting to both the street and the trail.

- Commissioner Widmyer asked if the City has researched the need for the four proposed bus stops?
 - Mr. Dobler shared that yes, the City has met with the appropriate stakeholders on this issue re. the proposed number of bus stops and the proposed locations.
 - Commissioner Widmyer commented that due to the timing needs associated with potential ridership demand, maybe some or all of the proposed bus stops could be developed at a later date to save project costs at this time.

- Commissioner Davis reaffirmed that the City at this time is seeking direction from **ignite cda** as to whether or not the agency will embrace some /all of the new project related costs.
 - Mr. Dobler shared that yes, the City would like to have some direction in the near future as to **ignite cda's** interest in potentially providing more funding to the project above the agency's current commitment of \$3.5 million.

- Commissioner Davis asked if the City has secured any other sources of funds from the entities mentioned earlier in the presentation?
 - Mr. Dobler shared that he is confident that he can secure some level of additional funding from the City, not sure of the amount at this time.

- Ex. Director Berns asked if the City has considered the possibility of forming a Local Improvement District (LID) for the project area to help fund the project?
 - Mr. Dobler shared that an LID for this project would be challenging due to the fact that some of the property within the project area is located outside of the City limits. It is getting late in the process to consider the formation of an LID.

- Commissioner Widmyer shared that in summary, it appears that the City may be looking to **ignite cda** for an additional \$500-700K in partnership funding given the possibility of securing funding from the other sources discussed (i.e. HARSB, Mr. Douglass, City) coupled with the possibility of developing fewer bus stops.

- Commissioner Armon asked if there will be a landscaping component to the finished project?
 - Mr. Dobler shared that yes, there will be "nodes" where landscaping will be installed, the challenge is establishing functional irrigation systems in the project area.

Commissioner Davis thanked Messrs. Gillis and Dobler for their presentation and project update, and shared that the **ignite cda** board will take the revised initiative costs under advisement as the agency works through the upcoming fiscal year 2017 budgeting process.

6. REPORTS

A. Finance – Commissioner Armon Lake & River District Monthly Financials Lake & River District Payables

Commissioner Armon reviewed and discussed the May Lake and River District financial statements, and the May / June account payables sheet, with the board.

**Motion by Commissioner Druffel, seconded by Commissioner Hoskins, to approve the May financial statements and the May / June accounts payables for the Lake & River Districts as presented.
Motion carried.**

B. Housing – Commissioner Deanna Goodlander:

Ex. Director Berns, in Commissioner Goodlander's stead, had no report to share.

C. Parking – Commissioner Brad Jordan

Commissioner Jordan (who serves as the **ignite cda** representative on the City's Parking Commission) had no report to share.

D. Communications – Commissioner Dave Patzer

Ex. Director Berns, in Commissioner Patzer's stead, had no report to share.

E. Jobs – Commissioner Steve Widmyer

Commissioner Widmyer shared that recent statistics show that from March 2015 to March 2016, Idaho was the top state in the nation for job growth. Idaho is looking good on the job front, although a substantial portion of the job growth is construction related.

7. EXECUTIVE DIRECTOR’S REPORT

Resolution 16-07: Approval of Second Amendment to Note Purchase and Security Agreement between **ignite cda** and Washington Trust Bank dated September 27, 2011

Recusal: Commissioner Davis recused himself from consideration of the second amendment to the note purchase and security agreement between **ignite cda** and Washington Trust Bank to avoid any potential conflict of interest because he and his law firm represent Washington Trust Bank on matters unrelated to the subject matter of the note purchase agreement.

Ex. Director Berns read the title of Resolution 16-07 and asked if board members had any questions re. the resolution.

Mrs. Quade shared that the board can approve Resolution 16-07 today, and if Washington Trust Bank desires additional / different changes to the bond note, then those changes can be made and a revised resolution will be brought back to the board for their review.

Motion by Commissioner Armon, seconded by Commissioner Druffel, to approve Resolution 16-07 as summarized below:

A RESOLUTION of the Board of Commissioners of the Coeur d’Alene Urban Renewal Agency d/b/a **ignite cda**, authorizing the amendment of the Note Purchase and Security Agreement related to its Revenue Allocation Note, Series 2011 (Lake District Redevelopment Project), issued in the principal amount of up to \$16,700,000; and authorizing the Chair, Vice Chair and Executive Director to take appropriate action and providing an effective date.

Roll Call:

Armon	Yes	Davis	Recused	Druffel	Yes
Widmyer	Yes	Metts	Yes	Patzer	Absent
Jordan	Yes	Hoskins	Yes	Goodlander	Absent

Motion carried.

CDA 2030 Contract

*Background: the CDA 2030 organization asked the **ignite cda** board to consider continuing its commitment to the CDA 2030 initiative by agreeing to extend the CDA 2030 contract relationship in the amount of \$25,000/year for Fiscal Years*

2016, 2017 and 2018. Additional background on this issue is captured in the May 18, 2016 *ignite cda* board meeting minutes.

Ex. Director Berns provided background on this agenda item.

- Commissioner Davis shared that he is struggling with *ignite cda*'s future role in supporting this initiative. CDA 2030 has a great plan in place, and there are areas in the CDA 2030 initiative that *ignite cda* has supported, but what should the agency's role be in the future?
- Commissioner Druffel asked Commissioner Widmyer as to the funding support level of the City for the CDA 2030 initiative.
 - Commissioner Widmyer shared that the City is currently supporting the CDA 2030 effort at \$45,000 for this fiscal year, and is considering that same level of funding for the next fiscal year.
- Commissioner Widmyer asked if *ignite cda* can commit to funding an initiative over multiple years?
 - Mrs. Quade shared that yes, *ignite cda* could enter into a multi-year contractual arrangement if the board so desired.
- Commissioner Armon agreed with Commissioner Davis' comment as to what the role of the agency should be in the future re. CDA 2030. CDA 2030 is doing a fine job, but how does *ignite cda* fit into the picture?
- Commissioner Metts shared that she sees the value to the community of the CDA 2030 initiative, and feels it is a very important strategic initiative for the community.
- Commissioner Widmyer shared that he supports a CDA 2030 funding request for fiscal year 2016 of \$25,000 and suggested that additional funding for CDA 2030 be evaluated in the fiscal year 2017 budget process.
- Commissioner Druffel shared that he agrees with Commissioner Metts and sees the community value of CDA 2030; it is an unbiased planning effort led by community members with demonstrated key success stories.

Motion by Commissioner Armon, seconded by Commissioner Jordan, to approve \$25,000 for fiscal year 2016, directing Ex. Director Berns and legal counsel Quade to negotiate the necessary contract with the CDA 2030 organization for fiscal year 2016.

Motion carried.

Mullan Road (Four Corner) Project Update

*Background: The **ignite cda** board has approved partnership funding in the amount of \$1.6 million for this project initiative. Please refer to the **ignite cda** board meetings minutes from November 18, 2015 for background on this initiative.*

Ex. Director Berns shared that Cameron-Reilly commenced construction on the Mullan Road project on March 28th, and the project is moving forward on schedule. Plans are to complete the project in July.

Collaborative Education Facility Initiative Update

*Background: more information can be found re. this initiative by viewing the December 16, 2015 **ignite cda** board meeting minutes.*

Ex. Director Berns had no update to share re. this initiative.

8. BOARD COMMISSIONER COMMENTS:

Commissioner Hoskins asked for an update on the proposed Kootenai County surface parking lot adjacent to the Memorial Field area along Northwest Boulevard.

- Ex. Director Berns and Commissioner Widmyer shared that a City/County sanctioned design effort is underway for the proposed parking area, with a funding decision expected in July.

9. PUBLIC COMMENT:

No public comment was provided.

10. ADJOURN

Motion by Commissioner Armon, seconded by Commissioner Hoskins, to adjourn. Motion carried.

The **ignite cda** board meeting adjourned at 5:16 p.m. Minutes prepared and submitted by Ex. Director Berns.