



BOARD MEETING MINUTES

WEDNESDAY MARCH 18, 2020 4:00 P.M.

COEUR D'ALENE CHAMBER OF COMMERCE BUILDING

LARGE CONFERENCE ROOM

VIRTUAL MEETING

1. CALL TO ORDER

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

ignite cda board members participating (via phone): Armon, Chapkis, Widmyer, Garcia, Mandel, Metts

ignite cda board members present: Hoskins, English, Jordan

ignite cda staff present: Berns

ignite cda legal counsel present: Quade

2. PUBLIC COMMENT

No public comment was provided.

Motion by Commissioner Chapkis, seconded by Commissioner English, to remove the Executive Session agenda item from the agenda. Motion carried.

3. APPROVAL OF MINUTES

- February 19, 2020 Board Meeting Minutes
- February 20, 2020 Special Call Meeting Minutes

Motion by Commissioner Chapkis, seconded by Commissioner Garcia, to approve the February 19, 2020 Board Meeting Minutes and the February 20, 2020 Special Call Meeting Minutes. Motion carried.

4. REPORTS

- Finance – Commissioner Armon
District Monthly Financials
Agency Payables

Commissioner Armon reviewed and discussed the February District financial statements, and the February/March Agency account payables with the board.

Motion by Commissioner Garcia, seconded by Commissioner Metts, to approve the District financial statements and the February / March Agency accounts payables. Motion carried.

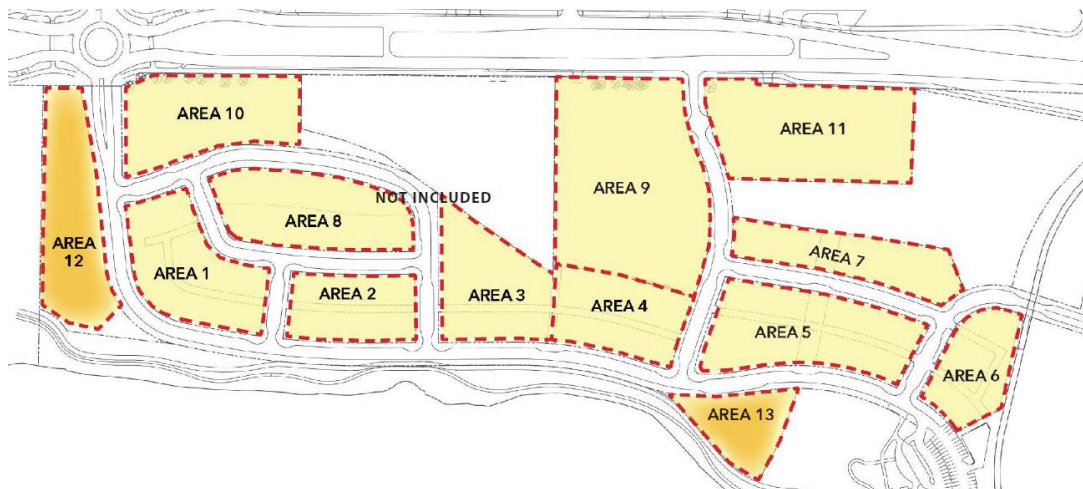
- Parking – Commissioner Jordan

Commissioners Jordan & Chapkis shared that Ann Melbourne, a member of the City’s Parking Commission, was appointed as vice chair of the Commission.

5. EXECUTIVE DIRECTOR’S REPORT

Atlas Project: Areas 12 & 13: Request for Proposals (RFP)

Ex. Director Berns discussed the RFP for Areas 12 & 13 of the Atlas project (Area locations depicted and highlighted below). Area 12 was included in the first RFP issued several months ago but was not awarded by the board. At the City’s and **ignite cda’s** request, the design standards for Areas 12 & 13 were modified by the Planning Commission via the PUD amendment process to include additional development uses.



The RFP will be noticed in the CDA Press and posted on the **ignite cda** website (www.ignitecda.org) under the RFP tab. The RFP calls for submission of proposals for Areas 12 & 13 by April 24, 2020.

Motion by Commissioner Chapkis, seconded by Commissioner Armon, to approve the draft RFP for Atlas Areas 12 & 13 as presented, directing the Ex. Director to issue the RFP. Motion carried.

Atlas Project: Areas 1, 2, 6, 8 & 10: Agreements to Negotiate Exclusively (ANEs)

Ex. Director Berns discussed the ANEs for Areas 1, 2, 6, 8 & 10 of the Atlas project (Area locations depicted in the preceding graphic). Heartland Real Estate Advisors will lead the ANE negotiations with assistance from **ignite cda** and Welch-Comer. The ANEs will have a time frame of 120 days once executed by both parties (i.e. **ignite cda** and development team). The goal of the ANEs is to work through all issues that pertain to the execution of a Disposition and Development Agreement (DDA) for each Area.

Motion by Commissioner Armon, seconded by Commissioner Mandel, to approve the draft ANEs for Atlas Areas 1,2,6,8,10 as presented, directing the Ex. Director to issue the ANEs and authorizing the Ex. Director and/or Chairman to sign the ANEs, with the caveat that if material changes (e.g. significant price or time frame changes) are made to the ANEs, that those changes be brought back to the board for review. Motion carried.

Atlas Project: Welch-Comer Agreement - Amendment #9

Ex. Director Berns discussed Amendment #9 to the Welch-Comer Atlas project agreement. Amendment #9, in the amount of \$112,500, primarily involves the board's engagement of Heartland Real Estate Advisors to negotiate the ANEs and ultimate DDAs for Areas 1, 2, 6, 8 & 10 of the Atlas project.

Motion by Commissioner Mandel, seconded by Commissioner Chapkis, to approve Amendment #9 to the Welch-Comer Services Agreement in an amount not to exceed \$112,500. Motion carried.

Atlas Project: Update – Phil Boyd

Phil Boyd (Welch-Comer Engineers) shared the following Atlas Waterfront project update with the board:

- Shoreline stabilization effort has been completed
- Utility installation for the project area is mostly complete
- Contractor is struggling with the installation of the concrete waterfront steps which are massive concrete structures. Problems are occurring with stabilizing the concrete pours on the slope leading down to the water's edge. The contractor and engineers are working on a solution.
- Installation of the irrigation systems are underway
- Looking at a June 30 project completion date

Mr. Boyd shared the following Atlas Phase 1 project update with the board:

- In the process of updating the PUD involving project Areas 12 & 13, the opportunity was identified to increase the size of both Areas to accommodate a larger building envelope that will result in greater sales revenue to the project - i.e. more square feet to sell.

Ignite cda Support for Emergency Economic Community Needs

Commissioner Mandel led a discussion involving the Agency's potential assistance in the community pertaining to the Covid-19 crisis.

Counsel Quade shared that Idaho Code 50-2008(g) provides the board with latitude to assist with efforts supporting economic development. Any Agency funds provided in assistance efforts would need to remain in the districts from which the funds emanated. A participation avenue that the board may consider using is to enter an agreement with a non-profit to provide assistance that is board approved. Such an agreement could be modeled after the agreements the board has in place with CDA 2030 and the CDA Downtown Association.

Board discussion ensued re. potential avenues for assistance that would focus on economic development providing the best use of Agency funds. The board also discussed the timing of any potential Agency assistance; it might be wise to wait a while to see what other resources (e.g. federal, state or local) are brought to bear on this issue.

The CDAIDE organization (Mission statement below) was discussed as a possible non-profit organization that could address the geographic limitations of any Agency assistance. Although CDAIDE currently focuses on assisting workers in the hospitality and restaurant industries, their scope may be able to be broadened to assist other businesses.

As a community-wide organization of individuals and entities, representing a variety of backgrounds and perspectives, CDAIDE serves those working in Coeur d'Alene area restaurants and hotels by providing resources and emergency financial assistance, as well as building positive relationships.

Another topic discussed by the board was leveraging any potential Agency funding with other funding sources (e.g. matching funds). Commissioner Widmyer shared that the City is getting many overtures from folks/organizations in the community who want to help during this crisis period. He is a bit nervous at this time of committing any Agency funds until more clarity is provided re. the best potential venues for Agency assistance. One idea is to possibly hire someone who would help navigate folks needing assistance through the numerous available opportunities for obtaining some assistance.

Board consensus was that the Agency should wait a while to better understand the most viable assistance venues to evaluate/pursue, possibly holding a special call board meeting in a couple weeks.

6. BOARD COMMISSIONER COMMENTS:

No Commissioner comments were provided.

7. ADJOURN:

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

The **ignite cda** board meeting adjourned at 4:52 p.m. Minutes prepared and submitted by Ex. Director Berns.