



## BOARD MEETING MINUTES

WEDNESDAY MARCH 15, 2023 4:00 P.M.

COEUR D'ALENE PUBLIC LIBRARY COMMUNITY ROOM

### 1. CALL TO ORDER

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

**ignite cda** board members present: Hoskins, Metts, Chapkis, Mandel, Garcia

**ignite cda** board members attending via zoom: Jordan, Widmyer

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

### 2. PLEDGE OF ALLEGIANCE

### 3. PUBLIC COMMENT

No public comment provided.

### 4. APPROVAL OF CONSENT CALENDAR

- Approval of February 15, 2023 Board Meeting Minutes
- Approval of Payables as Submitted
- Approval of District Monthly Financial Statements

**Motion by Commissioner Chapkis, seconded by Commissioner Metts, to approve the Consent Calendar. Motion carried.**

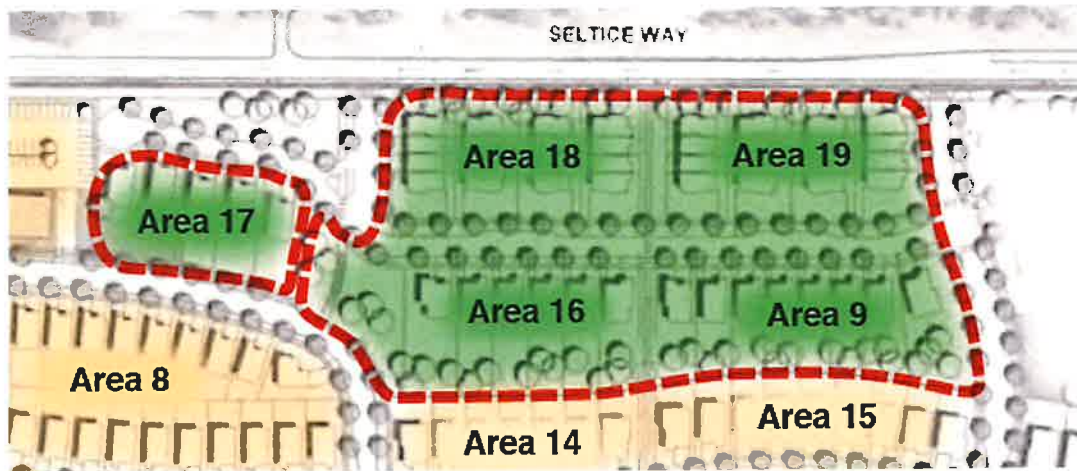
### 5. EXECUTIVE DIRECTOR'S REPORT

Atlas Project: Request for Proposals (RFPs) #8: Areas 9,16,17,18,19: Atlas Proposal Review/Scoring Committee Award Recommendation

Ex. Director Berns shared an overview of RFP #8 with the award. Following are select elements of RFP #8:



Areas 9, 16, 17, 18, 19 locations on project site - aerial.



Areas 9, 16, 17, 18, 19 locations on project site – graphic.

Per the RFP, development teams could propose on the Areas per the following guidelines:

- Proposals must include all single-family Areas (9, 16 & 17), or all townhome Areas (18 & 19), or all of both types. Developers cannot propose on individual Areas. Developers can propose alternate configurations or product types within the confines of the development standards, with higher density concepts preferred on Areas 18 & 19. Any re-platting required would be completed at developer expense.

Following is a summary of the proposals submitted for Areas 9, 16, 17, 18, 19:

Smock Development Team

- Bid on all Areas contained in the RFP.
- Areas 9, 16 & 17 = 18 single family residences.
- Areas 18 & 19 = 10 twin homes.

- Bid: Areas 9, 16 & 17: \$2,070,000 up to \$2,700,000 with escalation
- Bid: Areas 18 & 19: \$1,300,000 up to \$1,900,000 with escalation
- Base Bid for all Areas = \$3,370,000

Toll Brothers Development Team

- Bid on all Areas contained in the RFP.
- Areas 9, 16 & 17 = 16 single residences.
- Areas 18 & 19 = 40 townhomes.
- Base Bid for all Areas = \$3,200,000 with no escalation

Beutler / Stam Development Team

- Bid only on Areas 9 & 16 in the RFP.
- Bid: \$900,000 up to \$1,400,000 with escalation clause.
- Proposal was deemed non-compliant per the RFP requirements – i.e. proposal contained an offer price for only Areas 9 & 16: did not include Area 17.

Ex. Director Berns shared the committee’s award recommendation for RFP #8 Areas 9, 16, 17, 18, 19 with the board. The award recommendation was made based on both qualitative and quantitative parameters (Note: the minutes from the committee meeting are an attachment to this document). Following is the award recommendation from the committee to the board:

***Motion by Mandel, seconded by Patterson, recommending to the ignite cda board that Atlas Project Areas 9, 16, 17, 18, 19 be awarded to the Toll Brothers development team. Motion carried.***

**Motion by Commissioner Garcia, seconded by Commissioner Chapkis, to approve the committee’s award recommendation for Atlas Project RFP #8 for Areas 9, 16, 17, 18, 19 to the Toll Brothers development team. Staff will begin development of the Agreement to Negotiate Exclusively (ANE) with Toll Brothers. Motion carried.**

Areas 5B & 8: DDA Phasing Plan Modification

Ex. Director Berns shared that the Riverfest LLC development team (Developer) has failed to adhere to their agreed-to Development & Disposition Agreement (DDA) construction phasing plan for Areas 5B & 8. There is an economic impact to the Agency if development teams do not adhere to their DDA phasing plans.

The initial overture from the Agency to the Developer was to seek feedback from the Developer as to how they propose to get back on track with their agreed-to phasing plan. Their response was a phasing plan that extended their construction completion date by four years. The Agency felt that a time extension of that

length was unacceptable, unless the Developer is willing to compensate the Agency for the financial opportunity cost associated with that time extension.

The Agency wants to be a good partner and understands that there have been some development complexities that the Developer did not anticipate. However, the Developer agreed to perform construction as contemplated by the DDA. In an attempt to strike a balance and see a successful development, the Agency proposed two options which would adequately cure the Developer's violations of the DDA and Declaration related to the Phasing Plan:

***Option 1:***

The first option is an alternative Phasing Plan that effectively (i) grants an extension to the Developer on the front end of the original Phasing Plan due to the Developer's stated reasons for delay and (ii) brings the Phasing Plan back to its original commencement and construction timing after such extension. This proposal effectively grants the Developer an eleven (11) month extension on the original Phasing Plan at no cost to the Developer.

This proposal would represent an extension granted by the Agency at no additional cost if construction is commenced and completed in accordance with this proposed Phasing Plan. This proposal still represents a loss in projected tax increment revenue to the Agency of \$102,580. Thus, if construction of all homes is not completed by the final date of October 1, 2026, then an extension fee in that same amount (\$102,580) would be immediately due and payable to the Agency.

***Option 2***

The second option is for the Agency to accept the Developer's proposed Phasing Plan (i.e. four year time extension), subject to the Developer's payment of an extension fee representing the Agency's loss in projected tax increment revenue from such extension (\$1,219,057). This would be an adequate remedy to make the Agency whole for the exceedingly delayed development of Areas 5B and 8.

Riverfest LLC has responded and chose to pursue Option 1.

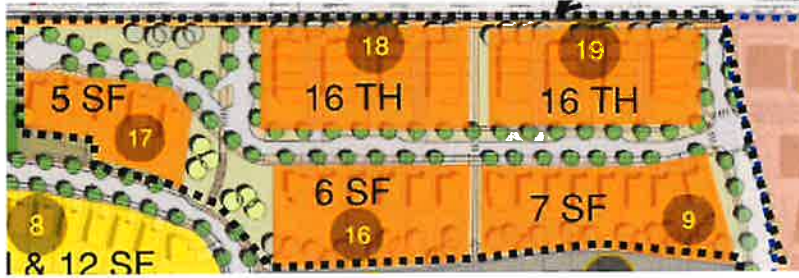
Board members asked clarifying questions as to the process employed with the Riverfest LLC Development team that resulted in the two option decision format.

**Motion by Commissioner Mandel, seconded by Commissioner Metts, to approve the Option 1 phasing plan for the Riverfest LLC DDA, directing staff to prepare a DDA amendment that captures the specific requirements of Option 1. Motion carried.**

Atlas Project: Update

Phil Boyd (Welch-Comer Engineers) shared an Atlas Project update with the board. Following are key slides from his presentation:

- Phase 2B Water and Sewer work will restart 3/27 pending utility confirmation with Toll Bros.



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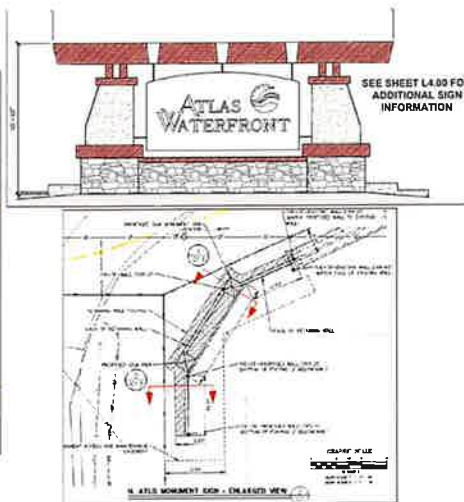
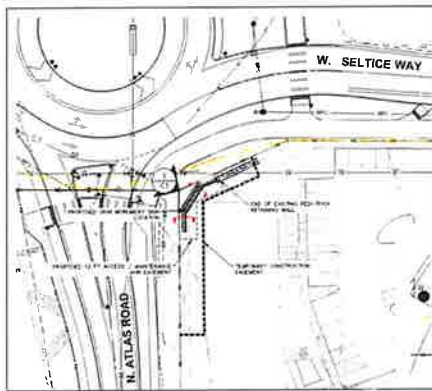
## Rockery Wall

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## Atlas Entry Monument



Atlas Waterfront Entry Monument Location located off of Seltice.

6. APPROVAL OF UPDATED AGENCY EMPLOYEE PERSONNEL RULES DOCUMENT

Counsel Quade shared and discussed suggested updates to the Agency's Employee Personnel Rules document that was established in 2017. Counsel Quade worked with Chair Hoskins and Vice-Chair Metts on updating the document. The primary updates to the document focus on clarifications in the compensation section.

**Motion by Commissioner Chapkis, seconded by Commissioner Metts, to approve the updated Agency Employee Personnel Rules document as presented. Motion carried.**

7. BOARD COMMISSIONER COMMENTS:

Commissioner Garcia thanked Counsel Quade and her Hawley-Troxell team for the excellent legal counsel support provided to the Agency on all fronts, especially for work associated with the Atlas project and associated community partner interactions /negotiations.

8. ADJOURN: **Motion by Commissioner Garcia, seconded by Commissioner Metts, to adjourn. Motion carried.**

The **ignite cda** board meeting adjourned at 4:34 p.m. Minutes prepared and submitted by Ex. Director Berns.



**ATLAS PROJECT REQUEST FOR PROPOSALS: AREAS 9, 16, 17, 18, 19  
PROPOSAL REVIEW / SCORING COMMITTEE MEETING**

**MINUTES**

**THURSDAY MARCH 9, 2023 1:30 PM**

**1. CALL TO ORDER**

Ignite cda Commissioner Mandel called the committee meeting to order at 1:36 pm.

Committee Members Present:

Christie Wood – City of CDA  
Tony Berns – ignite cda  
Brinnon Mandel – ignite cda  
Ben Wharton – Heartland  
Phil Boyd – Welch-Comer

Troy Tymesen – City of CDA  
Hilary Patterson – City of CDA  
Matt Anderson - Heartland  
Danielle Quade – ignite cda

Committee Members Absent: Alivia Metts, ignite cda

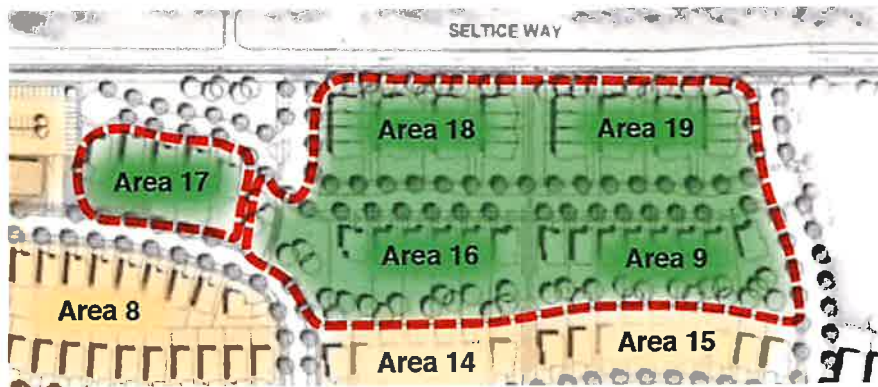
Public Attendees: none



Graphic depicting location of RFP Areas 9, 16, 17, 18, 19 on the Atlas project site

## 2. Committee Recommendation to ignite cda Board

Areas 9, 16 & 17 are platted for 18 single-family lots while Areas 18 & 19 are platted for 16 townhome lots.



Per the RFP, development teams could propose on the Areas per the following guidelines:

Proposals must include all single-family Areas (9, 16 & 17), or all townhome Areas (18 & 19), or all of both types. Developers cannot propose on individual Areas. Developers can propose alternate configurations or product types within the confines of the development standards, with higher density concepts preferred on Areas 18 & 19. Any re-platting required would be completed at developer expense.

Following is a summary of the proposals submitted for Areas 9, 16, 17, 18, 19:

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Following are design concept examples contained in the RFP compliant proposals:

Smock Development Team





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Toll Brothers Development Team

***Toll Brothers***  
AMERICA'S LUXURY HOME BUILDER®

## Representative Architecture





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Using information provided from the Smock and Toll Brothers development teams (e.g. anticipated development time frames), a financial comparison analysis was performed that considered the offered land purchase price, additional ignite cda required site improvement costs, and estimated tax increment revenue projected to be realized over the life of the Atlas District. As shown in the table below, the Toll Brothers proposal will generate an estimated \$1,525,000 in additional revenue to ignite cda over the life of the Atlas District.

	Smock Single Family	Toll Bros. Single Family	Difference
<b>Areas 9, 16 &amp; 17</b>			
Units	18	16	
Timeline to Complete (Years)	10	5	
Offer Price	\$ 2,070,000	\$ 2,400,000	
Additional Entitlements, Infrast. & Earthwork	\$ -	\$ (190,000)	
Estimated Product Price Point	\$ 1,315,000	\$ 1,300,000	
Estimated Tax Increment	\$ 1,520,000	\$ 1,910,000	
<b>Areas 9, 16 &amp; 17 Sub-Total</b>	<b>\$4,905,000</b>	<b>\$5,420,000</b>	<b>\$ 515,000</b>
<b>Areas 18 &amp; 19</b>	<b>Twin Homes</b>	<b>Town Homes</b>	
Units	20	40	
Timeline to Complete (Years)	15	3	
Offer Price	\$ 1,300,000	\$ 800,000	
Additional Entitlements, Infrast. & Earthwork	\$ (400,000)	\$ (400,000)	
Estimated Product Price Point	\$ 550,000	\$ 600,000	
Estimated Tax Increment	\$ 390,000	\$ 1,850,000	
<b>Areas 18 &amp; 19 Sub Total</b>	<b>\$1,840,000</b>	<b>\$2,850,000</b>	<b>\$1,010,000</b>
<b>TOTAL</b>	<b>\$6,745,000</b>	<b>\$8,270,000</b>	<b>\$1,525,000</b>

Committee members scored the proposals submitted per the following RFP scoring matrix included in the RFP.

AREAS 9, 16 – 19 SCORING MATRIX		POINTS
1	<b>Development Experience</b> - Track Record - Evidence of Financial Capacity - References	50
2	<b>Consistency with Development Standards and Architectural Design Guidelines</b> - Use of Allowable Density - Mix of Housing Styles - Consistency with Development Standards - Consistency with Architectural Guidelines <i>Provides Conceptual Drawings, Elevations and Representative Photos</i> - Support for Development Vision including Project Narrative	75
3	<b>Purchase Price</b>	75
<b>TOTAL POINTS</b>		<b>200</b>

Committee proposal scoring results. The scores were separated by Areas representing the desired product per the RFP:

	<u>Areas 9, 16, 17</u>	<u>Areas 18,19</u>
• Smock Development Team	188 points	161 points
• Toll Brothers Development Team	190 points	192 points

During the scoring process, Committee members discussed both qualitative and quantitative elements of the submitted proposals. Both development teams submitted quality proposals that would add value to the Atlas project. The Committee appreciated the time and effort invested by the development teams in proposing on these five Areas of the project site.

**Motion by Mandel, seconded by Patterson, recommending to the ignite cda board that Atlas Project Areas 9, 16, 17, 18, 19 be awarded to the Toll Brothers development team. Motion carried.**

3. ADJOURN: Motion by Patterson to adjourn. Meeting adjourned at 2:24 p.m. Minutes prepared by Ex. Director Berns.