



BOARD MEETING MINUTES

WEDNESDAY JANUARY 17, 2024 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, Chapkis, Metts, Mandel, Meyer, Evans, Armon

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

2. PLEDGE OF ALLEGIANCE

3. PUBLIC COMMENT

4. APPROVAL OF CONSENT CALENDAR

- Approval of December 20, 2023 Board Meeting Minutes
- Approval of Payables as Submitted
- Approval of District Monthly Financial Statements

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

5. 2023 DRAFT **ignite cda** ANNUAL REPORT

- Public Comment re. 2023 **ignite cda** Draft Annual Report

Executive Director Berns shared that there was a change to the urban renewal statutes in 2011 that now requires an urban renewal agency to accept public comment on their annual report prior to submittal to City Council. The following **ignite cda** process has been established to meet the statute requirements:

- The "draft" 2023 annual report to council was posted on the **ignite cda** website's home page a week prior to the January 2024 board meeting,
- A public notice ran in the CDA Press a week prior to the January 2024 board meeting indicating that the **ignite cda** Board will accept public comment on the annual report at the January 2024 board meeting. The notice states that the draft report is posted on-line, and also states that

written public comments are welcome and can be submitted via mail or email,

- Public comment on the **ignite cda** annual report will be a discrete agenda item at the January 2024 board meeting. When this agenda item is addressed, an overview of the annual report will be provided by the Ex. Director. The **ignite cda** Chairman will then ask if there is any public comment on the annual report. The Board will then listen to public comment, and then review any written public comments received. The Board can then choose to discuss any issues as they wish, directing the Ex. Director to work with the Chairman on making any modifications to the draft annual report prior to submission to City Council. The Board will then approve the draft annual report, via motion, with any proposed modifications as noted.

Ex. Director Berns then proceeded to provide an overview of the draft 2023 **ignite cda** annual report.

Public Comment Re. 2023 **ignite cda** Draft Annual Report

No public comment was provided at the Board meeting, and no written public comment was received.

Motion by Commissioner Metts, seconded by Commissioner Evans, to approve the 2023 **ignite cda Annual Report as drafted, authorizing the Executive Director to submit the 2023 **ignite cda** Annual Report to the CDA City Council as required by Idaho statute. Motion carried.**

6. EXECUTIVE DIRECTOR'S REPORT

Resolution 24-01: Destruction of Semi-Permanent and Temporary Public Records

Ex. Director Berns discussed Resolution 24-01 which pertains to the destruction of the following public records per the Agency's record retention policy:

- Temporary Public Records: documents and statements dated prior to October 1, 2021
- Semi-Permanent Public Records: documents and statements dated prior to October 1, 2018

Motion by Commissioner Chapkis, seconded by Commissioner Metts, to approve Resolution 24-01 approving the destruction of semi-permanent and temporary public records as proposed.

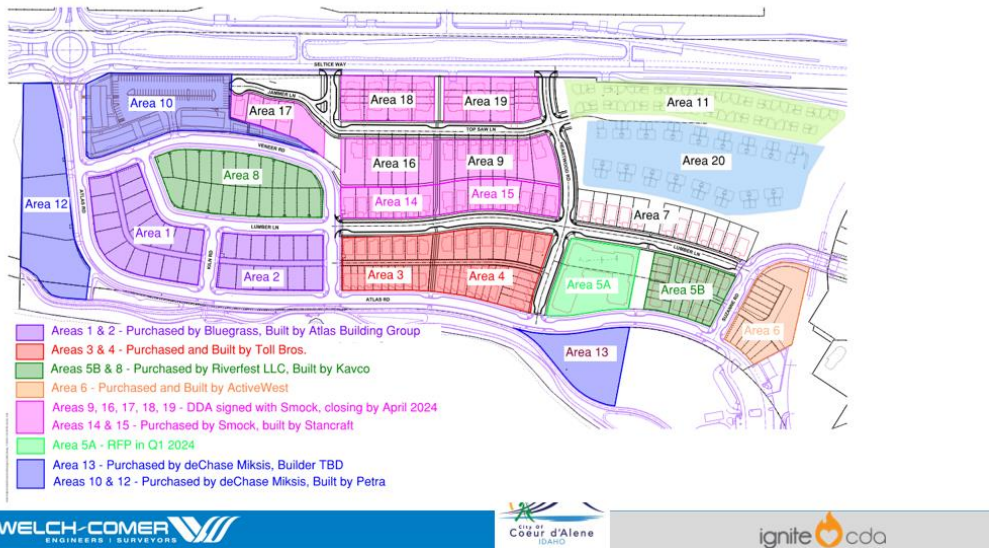
Roll Call:

Evans	Yes	Garcia	Absent	Chapkis	Yes
Armon	Yes	Metts	Yes	Mandel	Yes
Meyer	Yes	Hoskins	Yes	English	Absent

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:



Slide Showing Status of Atlas Project Areas

Area 5B Proposed Development



Courtesy Image Architects West



Slide Showing Proposed Development Concept for Area 5B

Area 14 & 15 Proposed Development



Courtesy Images ML Architect



Slide Showing Proposed Development Concept for Areas 14 & 15

Area 18 & 19 Proposed Development



Courtesy Images ML Architect



Slide Showing Proposed Development Concept for Areas 18 & 19

7. BOARD COMMISSIONER COMMENTS: No Commissioner comments.
8. ADJOURN: **Motion by Commissioner Metts, seconded by Commissioner Armon, to adjourn. Motion carried.**

The **ignite cda** board meeting adjourned at 4:28 p.m. Minutes prepared and submitted by Ex. Director Berns.