



BOARD MEETING MINUTES

WEDNESDAY MAY 21, 2025 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: Meyer, Garcia, Jester, Mandel, Miller, Metts, Hoskins

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 April 16, 2025 Board Meeting Minutes
- Approval of Payables as Submitted
- Approval of District Monthly Financial Statements

Motion by Commissioner Garcia, seconded by Commissioner Jester, to approve the Consent Calendar. Motion carried.

5. EXECUTIVE DIRECTOR'S REPORT

Atlas Project: Coeur Investment DDA: Third Amendment

The Coeur Investment (CI) team is seeking consideration of a Disposition & Development Agreement (DDA) phasing plan extension, and therefore a third amendment to the DDA, for Areas 9, 16-19. The current DDA phasing plan is shown below:

Phasing Areas 9, 16, 17, 18, 19:

| <u>Phase:</u> | <u>MFC:</u> | <u>New Starts:</u> | <u>Completion MFC:</u> | <u>Completion Date:</u> |
|---------------|-------------|--------------------|------------------------|-------------------------|
| Phase 1: | 05 Months | 4 Starts | 17 Months | 09/15/2025 |
| Phase 2: | 15 Months | 4 Starts | 27 Months | 07/15/2026 |
| Phase 3: | 25 Months | 4 Starts | 37 Months | 05/15/2027 |
| Phase 4: | 35 Months | 4 Starts | 47 Months | 03/15/2028 |
| Phase 5: | 45 Months | 4 Starts | 57 Months | 01/15/2029 |
| Phase 6: | 55 Months | 4 Starts | 67 Months | 11/15/2029 |
| Phase 7: | 65 Months | 4 Starts | 77 Months | 09/15/2030 |
| Phase 8: | 75 Months | 4 Starts | 87 Months | 07/15/2031 |
| Phase 9: | 85 Months | 4 Starts | 97 Months | 05/15/2032 |
| Phase 10: | 95 Months | 2 Starts | 107 Months | 05/01/2033 |
| ===== | | | | |
| 38 Homes | | | | |

Following is background information re. the Phasing Plan extension request:

- The CI team closed on the acquisition of Areas 9, 16-19 on April 15, 2024. Given the current phasing plan, the completion date for the first four (4) units would need to occur within 17 months, so by 9/15/2025.
- The CI team could have put in for building permits immediately following closing; that did not occur.
- The CI team submitted for 8 building permits for Area 19 in October of 2024 as shown below.
 - Area 9: no permits submitted
 - Area 16: no permits submitted
 - Area 17: no permits submitted
 - Area 18: no permits submitted
 - Area 19: October 7 and October 22
- The CDA building department worked back and forth with the CI team re. the building permit submissions from October 2024 thru March 2025. The permit application review finally started in March 2025 once the City acquired all of the needed information. The CDA building department shared that the permit process usually takes 2 months or less to complete once they have all of the information needed, so an end of April 2025 timeframe would be expected for approval. All eight Area 19 building permits were approved on April 30, 2025.
- **Ignite cda's** contractor (LaRiviere) has taken longer than planned to meet all of the City's requirements for acceptance of the site impacting the Area 19 building permits. The City delayed issuance of the Area 19 building permits pending completion of several site related punch list items. Following are the reasons for the delay:
 - The project site work was substantially complete in September 2024 with a few punch list items remaining. **Ignite cda** found out during the first week of April 2025 that the City was taking the position to

hold up building permit issuance because of the outstanding punch list items.

- There was a lag of finishing the punch list items in the fall of 2024 after a new water meter/tree separation standard was introduced by the City's water department in late October 2024 (i.e. a new standard that street trees had to be located at least 10' away from each water meter – this requirement was added to the project after all of the meters and street trees were installed). **Ignite cda** discussed with the City water department for a few weeks as to how the City could add a new standard to an existing approved project. Given that the City has been a good partner on the Atlas Project, **ignite cda** decided to accept the new standard and move the trees. Since it was November, LaRiviere asked if they could wait until spring 2025 to dig up the trees (to save them) to be moved and finish the rest of the punch list items – that timing request seemed reasonable to **ignite cda** considering the project was substantially complete.
- All of the contractor's work related to Area 19 was completed by April 21, 2025.

The Atlas project team (Berns & Quade [**ignite cda**], Boyd [Welch Comer Engineers], Patterson [City of CDA], Wharton [Heartland Real Estate Consulting]) have analyzed the CI phasing plan extension request and are recommending that the **ignite cda** board consider granting an extension of only Phase 1 of the DDA's phasing plan, with the first 4 units being completed by April 30, 2026 vs. September 2025. This equates to a seven-month timeframe extension for Phase 1. Timeframes for Phases 2-10 will remain unchanged.

The financial impact to **ignite cda** of granting a seven-month Phase 1 time extension is approximately \$13K.

In summary:

- **Ignite cda's** contractor (LaRiviere) was granted time to deal with the remaining Phase 2B punch list items until the spring of 2025, with all punch list items related to Area 19 completed by April 21, 2025.
- The CI Team's building permits were approved on April 30, 2025.
- The CI Team is requesting that the phasing plan & related penalty clock timeframes per the attached DDA amendment be reset to begin when building permits were approved which occurred on April 30, 2025.
- Given that both **ignite cda** and the CI Team played a role in the ultimate timing of building permit approval for Area 19, the Atlas Project Team recommends that the Phase 1 portion of the phasing plan be amended to have the first 4 housing starts be completed by April 30, 2026 vs. September 15, 2025, thus granting a seven-month extension for only Phase 1 of the phasing plan. All other phasing plan timeframes remain the same.
- The tax increment revenue impact to **ignite cda** of granting the Phase 1 seven-month phasing plan extension is minimal at approximately \$13K.

Board members asked several clarifying questions re. this issue.

Motion by Commissioner Meyer, seconded by Commissioner Metts, to approve the third amendment to the Coeur Investment DDA pertaining to the timeframe extension of Phase 1 of the DDA's Phasing Plan from September 15, 2025 to April 30, 2026. Motion carried.

Welch-Comer Contract Amendment 9E: Development Management Services

Ex. Director Berns and Phil Boyd (Welch-Comer) discussed the proposed Welch-Comer Contract Amendment 9E. Following is a summary of the amendment prepared by Mr. Boyd:

In November 2023, the ignite Board authorized a \$175,000 agreement amendment (9D) with Welch Comer (including our sub-consultants Heartland Real Estate Advisors and BW Architects) to provide Development Management Services for the Atlas Waterfront Development on an hourly billing basis. Welch Comer has reached the contract value limit for that agreement.

The Atlas Development Management services include preparing RFPs, assisting with ANE/DDA negotiations alongside the executive director and legal counsel, architecture and development standards reviews and updates, site re-designs and entitlement modifications negotiated as part of land sales, coordination with the builders, interfacing with the City, financial modeling updates, project cost accounting for the ignite CDA auditor and other development management duties as directed by the Executive Director.

The Board previously authorized Development Management agreements with Welch Comer in 2020, 2021, 2022 & 2023 totaling \$770,000. In that same time, ignite CDA closed \$27,698,559. The Development Management cost is approximately 2.8% of the land sale values.

If the Board would like to continue to have Welch Comer and its sub-consultants provide Development Management Services, we propose the Board authorize another \$130,000 agreement amendment (9E) that we anticipate will fund these services through June 2026.

The anticipated Development Management Services include developing three land sale RFP's, continued financial modeling evaluations, Atlas ADRC work and general coordination with the developers/builders as they build out their areas. Welch Comer will continue to complete work on an hourly basis as directed by the Executive Director.

Attached, please find Amendment 9E in the amount of \$130,000 for the Board's consideration.

Board members asked several clarifying questions re. this proposed contract amendment and thanked the Welch-Comer team for their Atlas Project related assistance to date.

Motion by Commissioner Metts, seconded by Commissioner Garcia, to approve Welch-Comer Contract Amendment 9E for Atlas Project Development Management Services in an amount not to exceed \$130,000. Motion carried.

Welch-Comer Contract Amendment 29: Phase 3 Attainable Housing Development

Ex. Director Berns and Phil Boyd (Welch-Comer) discussed the proposed Welch-Comer Contract Amendment 29. Following is a summary of the amendment prepared by Mr. Boyd:

The Board appointed an Atlas Phase 3 Attainable Housing Ad Hoc committee to evaluate options for Phase 3. With the direction of the Executive Director, Welch Comer and Heartland Real Estate Advisors will provide services on an hourly basis. Generally, the services include developing housing product mix concepts, costs, and sales estimates for targeted Area Median Income categories, preparing content, agendas and attending ad hoc meetings, preparing meeting minutes, developing specific attainable housing RFP criteria and community and existing Atlas developer communication.

Attached, please find Amendment 29 in the amount of \$26,000 for the Board's consideration.

Board members asked several clarifying questions re. this proposed contract amendment and shared their support for the work that will be needed to deliver a first-class home ownership attainable housing solution on the Phase 3 site.

Motion by Commissioner Mandell, seconded by Commissioner Miller, to approve Welch-Comer Contract Amendment 29 for Atlas Project Phase 3 Attainable Housing Development in an amount not to exceed \$26,000. Motion carried.

Atlas Project: Update & Discussion

Ex. Director Berns shared the following project updates with the board:

- The Atlas Project Adhoc Committee met again in April with representatives from the Idaho Housing & Finance Association (IHFA) to better understand potential financing models relative to deed restricted attainable home ownership on the Phase 3 site of the Atlas Project.

Re. the level of attainable home ownership on the Phase 3 site: the board's current position is 50% attainable lots and 50% market rate lots. As the Adhoc Committee has been evaluating potential attainable home ownership models for the Phase 3 site, a question has arisen from a few entities as to whether **ignite cda** would consider a level of 100% attainable home ownership on the Phase 3 site. The Adhoc Committee feels that including this potential level of attainable home ownership in

their analysis would be important to help understand the financial impact to the Agency as well as the value proposition of this level of attainable home ownership to the community.

Adhoc Committee members Miller, Meyer and Jester shared their thoughts and support for having the ability of the Adhoc Committee to analyze the 100% attainable housing metric.

The board expressed support for the Adhoc Committee to pursue the evaluation of 100% attainable home ownership on the Phase 3 site as their analysis continues.

- Remaining structural fill material acquisition efforts continue for the Phase 3 site.
 - Still are planning for the delivery of approximately 6,000 cubic yards of structural fill from the Hagadone Hospitality Sherman Avenue project.
 - Still are planning to work with the successful bidder on the ITD I90 widening initiative. ITD intends to be under construction in the summer of 2025.

6. BOARD COMMISSIONER COMMENTS:

Commissioner Hoskins shared that the state legislator passed a bill this past legislative session (HB436) that now allows certain taxing districts (county fire districts and county ambulance districts) to request to withdrawal from existing urban renewal districts under certain circumstances.

- **Ignite cda** was contacted on May 20 by the Kootenai County Fire & Rescue district stating that they are requesting to withdrawal from **ignite cda's** River District.
- **Ignite cda** was contacted on May 21 by the Kootenai County Ambulance district stating that they are requesting to withdrawal from the following three **ignite cda's** districts: River District, Atlas District and Health Corridor District.

The ramifications of these withdrawal requests are under review by Agency staff and Agency legal counsel.

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

The **ignite cda** board meeting adjourned at 4:31p.m. Minutes prepared and submitted by Ex. Director Berns.