

POCATELLO DEVELOPMENT AUTHORITY
Board of Directors Meeting

Conference Chambers
Pocatello City Hall

August 12, 1991
Noon to 1:00 p.m.

Noon

Call to Order and Introduction - John Carlson, President
Mr. Carlson will introduce new Board Member Francis Odem
Minutes - Motion to approve and/or amend
Agenda - Add or Delete Action or Discussion Items

Action Items

Acknowledge receipt and acceptance of letter of resignation from
Board Member Richard Clay.

Acknowledge receipt of letter from Historic Preservation Commission
as well as PDA's reply

Consider providing means to the Executive Director to make intra-bank
transfers

Consider Proposal for Development of PDA-Owned Land

Discussion Items

Ceratile, Inc.
Domsea Farms, Inc.

NEXT MEETING SEPTEMBER 9, 1991

ABBREVIATED MINUTES
POCATELLO DEVELOPMENT AUTHORITY
August 12, 1991

Members present: Peter Angstadt, Val Arvas, Francis Odom, Bob Weppner

Staff present: Tom Arnold, Executive Director; Mark Reid & Steve Ernst, C D & R; Dean Tranmer, Attorney for PDA

1. Meeting called to order by Karen at 12:10 p.m. Francis Odom from First Security Bank was introduced and welcomed as a new Board member. It was MSC to approve the minutes of the June meeting and to accept the resignation of Dick Clay. Tom was asked to send him a letter of appreciation for his efforts on behalf of the Board.
2. Tom reported that the Historic Preservation Commission has requested in a recent letter that their Design Review Committee be involved in the design of the exterior of any project we sponsor for the Main and Bonneville area. Tom responded by indicating that PDA understands their concern and will consider their input even though the project area is outside the Historic District.
3. Financial matters. Tom is going to visit with the County Assessor's Office to see if there is any way of determining exactly the source of the Gateway West tax revenues since only slightly more than \$200 was transmitted. Domsea monies, however, were as expected. Tom noted that PDA has several accounts and that as an account is drawn down, the finance charges begin mounting. He would like to pursue the possibility of having the authority to make intra-bank fund transfers to prevent accumulation of finance charges without having to obtain a second signature. It was MSC to approve giving Tom this authority; he will follow up with bank officials.
4. Patrick Coleman of American Pacific Housing Development Corporation was introduced. He presented background information about himself and his wife and their current project in Oregon, then went on to explain his proposal for the M & B site, assisted by his architect, Jerry Myers. It is being planned in three stages; the PDA site will be used for 25 3-bedroom townhouse units (full market rental) with approximately 1200 square feet of living area, no basements, and a single-car garage. They are planned to be built in a row-house style with 6 buildings situated around a park-like area containing walkways, central mail boxes and benches. Preliminary sketches and cost estimates were shown and discussed. A brief question-and-answer session followed.

Correction: \$724.21 rec'd.

PDA meeting minutes
August 12, 1991
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5. It was then MSC to adjourn into executive session.
6. Following the executive session, Karen reconvened the regular meeting and members were reminded that the next meeting would be held September 9. Lunch menu to be from Food for Thought. It was then MSC to adjourn.

Rayna Valentine 8/28/91

MINUTES OF THE
PDA EXECUTIVE SESSION
AUGUST 12, 1991

Tom presented brief comments on the nature of the foreclosure proceedings on the Ceratile property. West One anticipates receiving title shortly, and there is still the possibility of a buyer for the business, which would enhance PDA's prospects of receiving tax revenues from the project.

Meeting adjourned back into regular session following this presentation.

Pocatello Development Authority

August 26, 1991

Mr. David Collins, Exec. Director
Greater Pocatello Chamber of Commerce
Post Office Box 626
Pocatello, ID 83204

Dear Dave,

This letter will be your invitation to be the guest of Pocatello Development Authority at its next Board meeting to be held at City Hall at Noon on September 9th, 1991.

It's my belief that you would benefit in becoming familiar with the goals of Pocatello's urban renewal agency, its current projects and its board members.

A light lunch will be served at the meeting. I hope that you will be able to attend.

Cordially,



Thomas A. Arnold
Executive Director

TAA:aw

Rayna,
Pls include Dave
Collins in PDA's
plans (i.e. lunch)

Tom
8.26.91



OFFICE OF THE MAYOR
902 E. Sherman
P.O. Box 4169
Pocatello, Idaho 83205
(208) 234-6163
FAX (208) 234-6296

PETER J. ANGSTADT
Mayor

Pocatello City Council:
GREGORY R. ANDERSON
I.J. "BABE" CACCIA
ROBERT E. CHAMBERS
ROGER W. CHASE
KAREN A. McGEE
EARL R. POND

July 22, 1991

Mr. Francis Odom
First Security Bank
100 South Arthur
Pocatello, ID 83204

Dear Mr. Odom:

On July 18, 1991, the City Council confirmed your appointment to the Pocatello Development Authority (PDA). Your term begins July 11, 1991, and will expire July 21, 1992.

Meetings will be held as needed and will usually be held at the Municipal Building, 902 East Sherman.

Enclosed for your information is a current membership list of the Pocatello Development Authority and a general information pamphlet about Pocatello.

We appreciate your interest in serving our community as a member of the Pocatello Development Authority. Thank you for helping make Pocatello a great place to live.

Sincerely,

PETER J. ANGSTADT
MAYOR

alt

Enclosures

cc: Connie Blackburn
Rayna Valentine

NOTES FROM
POCATELLO DEVELOPMENT AUTHORITY
May 20, 1991
AS CORRECTED JUNE 17, 1991

Members present: John Carlson, Karen McGee, Mike Ransom

Excused: Val Arvas, Bob Weppner, Peter Angstadt

Staff present: Tom Arnold, Executive Director; Mark Reid & Steve Ernst, C D & R; Dean Tranmer, Attorney for PDA

There being no quorum, no official business was transacted, but Tom reported that the monthly payment to the City had been made and that the bill for the Journal advertisement on Main and Bonneville had been paid. A proposal has been received from American Housing Development Corporation (including an earnest money check) contingent upon obtaining tax increment financing, a waiver of all fees by the City, and satisfactory engineering studies. Tom will be sending an acknowledgment letter and requesting more information about the proposal.

In regard to the M & B property, Dick Carroll requested that the Board not ignore his previously-accepted proposal for a portion of the property. He indicated that this land was a necessary part of the refurbishing of the Yellowstone Hotel, a project which received at least tacit Board approval as long ago as March of 1990. While the other parties who sent proposals for M & B lots may no longer be interested in the purchase, he still is and would like the Board to acknowledge his prior claim rather than accepting the American Housing proposal. He did not send a proposal for the current RFP because he felt that his original proposal should still be considered viable even though the earnest money had been returned to him. No action was taken on this request since no quorum was present. [NOTE: AT THE MEETING OF JUNE 17, 1991, Board Members requested that this record indicate that the Board considered the first three proposals received (Whiteus, Perry, Carroll) as being dependent upon one another, and that the three were considered as a whole. At least one party has withdrawn since that time, thus rendering the proposal "incomplete" and resulting in a return of the earnest monies.]

Additional information: Still no word on Ceratile; the Japanese firm has backed out of DOMSEA deal because it wasn't able to obtain long-term commitments on needed products.

The Kress building agreement will be revised and signed (NOTE from Secretary--all signatures obtained and copies distributed)

Presentation by Mr. Donovan Rypkema: Discussion of downtown development, its problems, pitfalls, and so forth. One major point to be remembered is that downtown revitalization should not be thought of as a "cute" trend or a way to make a downtown prettier, but as a legitimate means of economic development. Revitalization is a lot more than mere beautification or creation of pedestrian-only areas and the like; it's a matter of assisting developers with housing projects, retail development or expansion projects, and so forth, and tax increment financing is an important tool to help ensure a developer's success.

He suggested the possibility of broadening out from the current site-specific tax increment projects and giving consideration to creating a plan which would include all of the downtown area as a tax increment area even before another development proposal is received. In this manner, any increase in revenues even due simply to inflation would be channeled into a development account of PDA. Then, as site-specific developments came about, there would be a revolving fund already established to assist in financing. Knowing that PDA has no funding source, he suggested that members contact banking institutions. In some cities, as a means of compliance with the Community Reinvestment Act, banks have provided funding for development organizations such as the PDA to assist with administrative expenses.

Rayna Valentine
6/18/91

POCATELLO DEVELOPMENT AUTHORITY
Board of Directors Meeting

Conference Chambers
Pocatello City Hall

June 17, 1991
Noon to 1:00 p.m.

Noon

Call to Order and Introduction - John Carlson, President
Minutes - Motion to approve and/or amend
Agenda - Add or Delete Action or Discussion Items

Action Items

Review June Expenses To Date

Acknowledge Receipt of Resignation From Board Member

Consider Nominees To Replace Two Directors
Whose Terms Expire July 21, 1991 and October 20, 1991

Acknowledge Execution of Loan Agreement Dated
April 29, 1991, Relating To The Kress Building
(note that the executed Loan Agreement is to be substituted
in the Kress Building Development Plan under Loan Documents,
Attachment G)

Consider Proposals for Development of PDA-Owned Land

Discussion Items

Ceratile, Inc.
Domsea Farms, Inc.
Findings Based on Rypkema Presentation 5-20-91
PDA's Mission & Goals For TIF
New Proposals

ABBREVIATED MINUTES
POCATELLO DEVELOPMENT AUTHORITY
June 17, 1991

Members present: Peter Angstadt, Val Arvas, John Carlson, Dick Clay, Bob Weppner

Staff present: Tom Arnold, Executive Director; Mark Reid & Steve Ernst, C D & R; Dean Tranmer, Attorney for PDA

1. Minutes. It was MSC to approve the minutes of the May meeting with the addition of a correction to note that approval of the Main and Bonneville proposals was conditioned upon their interdependence, that all three were considered as a whole. [NOTE: Corrected minutes are included with these minutes]
2. Expenditures. It was MSC to approve June expenses to date.
3. Board Membership. Tom announced that Nancy Taylor has tendered her resignation because of her relocation to Boise. In regard to expiring terms, John Carlson noted that he will be available for reappointment. Dick Clay noted that while he is more than happy to serve on the Board, he is retired and his position might better be filled by an active member of the city's financial institutions. After discussion, the Board requested that Tom approach some prominent members of financial institutions and present names of those willing to serve to the Mayor for consideration for two of the vacancies.
4. Kress project update. The loan agreement has been received and signed. The Board requested that Tom "audit" the plan document for errors (one document purporting to be the promissory note is to be removed) and to have the front page reprinted so that the final plan document will be correct.
5. Next meeting. The Board agreed to cancel the July meeting and to schedule the August meeting for the second Monday (August 12) instead of the regular third Monday.
6. Main and Bonneville. A letter has been sent to American Pacific Housing acknowledging receipt of their proposal and requesting further information.
7. Executive session. At this point it was MSC to adjourn into executive session to discuss various real estate negotiations.
8. After reconvening, it was MSC to adjourn until the next meeting on August 12, 1991, at which time Board members may wish to discuss policies and guidelines for projects.

Hayna Valentine

MINUTES OF THE
PDA EXECUTIVE SESSION
JUNE 17, 1991

Tom presented details of the Pacific Housing proposal for purchase and use of the property at Main & Bonneville. Additionally, he reported on confidential financial offers and proposals being made regarding the Ceratite facility and noted that the previously-discussed acquisition of DOMSEA by the Japanese firm was not going to take place.

Meeting adjourned back into regular session following this presentation.

Pocatello Development Authority

June 13, 1991

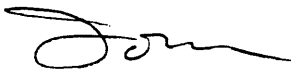
Dear Board Member:

Attached, as reference, is a copy of the proposed agenda for the next PDA Board Meeting scheduled for Noon, June 17th at City Hall.

It appears that time will permit full review and discussion of PDA's mission, and goals when applying tax increment financing. Following consensus on that topic, I hope that we can review the Discussion Draft of guidelines and procedures to be followed at a later meeting.

I hope that you will give the above some thought prior to Monday's meeting and will be able to attend.

Cordially,



Thomas A. Arnold
Executive Director

TAA/alt

July 8, 1991

Carlson

John ~~Martin~~, Chairman
Pocatello Development Authority
Pocatello, Idaho

Dear John:

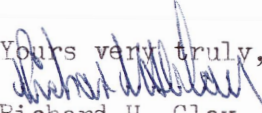
As I discussed at our last meeting, I think it would be in the best interests of the Development Authority if I were replaced by an active banker.

To accomplish this end, I therefore submit my resignation as a member of the Pocatello Development Authority.

My term on the Authority has been a most delightful and learning experience and I have really enjoyed the association.

This opportunity to be of service to our city is appreciated and I trust that I will be called on again if I can be helpful.

Yours very truly,


Richard H. Clay

POCATELLO DEVELOPMENT AUTHORITY
CASH BUDGET--1991

	ACTUAL JANUARY	ACTUAL FEBRUARY	ACTUAL MARCH	ACTUAL APRIL	ACTUAL MAY	ACTUAL JUNE	ACTUAL JULY	ESTIMATE AUGUST	ESTIMATE SEPTEMBER	ESTIMATE OCTOBER	ESTIMATE NOVEMBER	ESTIMATE DECEMBER	TOTAL 1991
Beginning Cash Balance	10,990.38	20,117.46	15,132.15	14,195.84	13,559.17	12,523.33	11,527.51	29,390.95	24,410.64	23,418.28	22,800.92	21,808.56	10,990.38
SOURCES OF FUNDS													
Ceratile Project	0.00	0.00	0.00	0.00	0.00	0.00	724.21	0.00	0.00	0.00	0.00	0.00	724.21
Domsea Project	10,124.44	0.00	0.00	0.00	0.00	0.00	17,756.59	0.00	0.00	0.00	0.00	0.00	27,881.03
Main & Bonneville Project	0.00	0.00	375.00	375.00	15.90	0.00	375.00	0.00	0.00	375.00	0.00	0.00	1,515.90
Kress Building Project	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Interest Income	0.00	0.00	8.85	1.59	1.62	1.54	0.00	0.00	0.00	0.00	0.00	0.00	13.60
TOTAL INCOME	10,124.44	0.00	383.85	376.59	17.52	1.54	18,855.80	0.00	0.00	375.00	0.00	0.00	30,134.74
CASH AVAILABLE	21,114.82	20,117.46	15,516.00	14,572.43	13,576.69	12,524.87	30,383.31	29,390.95	24,410.64	23,793.28	22,800.92	21,808.56	41,125.12
APPLICATION OF FUNDS													
Ceratile Project	0.00	0.00	247.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	247.50
Domsea Project	992.36	4,980.31	992.36	992.36	992.36	992.36	992.36	4,980.31	992.36	992.36	992.36	992.36	19,884.22
Main & Bonneville Project	0.00	0.00	75.30	0.00	56.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	131.30
Kress Building Project	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Bank Charges	5.00	5.00	5.00	20.90	5.00	5.00	0.00	0.00	0.00	0.00	0.00	0.00	45.90
TOTAL EXPENSES	997.36	4,985.31	1,320.16	1,013.26	1,053.36	997.36	992.36	4,980.31	992.36	992.36	992.36	992.36	20,308.92
Ending Cash Balance	20,117.46	15,132.15	14,195.84	13,559.17	12,523.33	11,527.51	29,390.95	24,410.64	23,418.28	22,800.92	21,808.56	20,816.20	20,816.20

POCATELLO DEVELOPMENT AUTHORITY
 CASH BUDGET--1991

	ACTUAL JAN-JULY	ESTIMATE JAN-JULY	BUDGET VARIANCE
Beginning Cash Balance	10,990.38	10,990.00	0.38
SOURCES OF FUNDS			
Ceratile Project	724.21	0.00	724.21
Domsea Project	27,881.03	27,881.00	0.03
Main & Bonneville Project	1,140.90	1,125.00	15.90
Kress Building Project	0.00	0.00	0.00
Interest Income	13.60	0.00	13.60
TOTAL INCOME	29,759.74	29,006.00	753.74
=====			
CASH AVAILABLE	40,750.12	39,996.00	754.12
=====			
APPLICATION OF FUNDS			
Ceratile Project	247.50	248.00	(0.50)
Domsea Project	10,934.47	10,932.00	2.47
Main & Bonneville Project	131.30	577.00	(445.70)
Kress Building Project	0.00	0.00	0.00
Bank Charges	45.90	0.00	45.90
TOTAL EXPENSES	11,359.17	11,757.00	(397.83)
=====			
Ending Cash Balance	29,390.95	28,239.00	1,151.95

Pocatello Development Authority

July 3, 1991

Historic Preservation Commission
C/O Community Development & Research
P. O. Box 4169
Pocatello, Id 83205

Dear Commission Members:

This will acknowledge, with appreciation, your undated letter regarding the possible commercial development of property located between Main and Arthur, and Whitman and Bonneville in downtown Pocatello.

The concerns of the Commission are reasonable, and consistent with the views of those at PDA, and will be placed on the record at the next PDA board meeting.

In the meantime, a copy of HPC's letter has been transmitted to the prospective developers, so they are fully aware of the Commission's views.

Cordially,



Thomas A. Arnold
Executive Director

TAA/alt

TO WHOM IT MAY CONCERN:

We understand that the Pocatello Development Authority is currently entertaining proposals for the use of commercial property in Block 450 of the Original Pocatello Townsite between Main & Arthur/Bonneville & Whitman. This area has high visibility as the southerly entrance to Pocatello's nationally recognized Downtown Historic District and we are very excited about the positive impacts any new construction might have downtown.

Because of this high visibility and the proximity of many, many significant historic structures (both inside and outside the district), we are concerned that an inappropriate exterior design might negatively impact the overall atmosphere of the district. We therefore, respectfully request that your entity recognize the "sensitivity" of any new construction and condition any forthcoming agreement on the participation of our Design Review Committee.

The Design Review Committee is composed of three members of the Historic Preservation Commission who have what is nationally recognized as "design expertise." Currently Ron Hatzenbuehler, Jerry Myers, and Joe Brooks serve the City of Pocatello in this volunteer capacity. The committee could guide the exterior design of any project in such a way that it would be compatible and conducive to the overall atmosphere of the City's westside commercial district.

We would appreciate your thoughtful consideration of our request. If you have any questions or would like to discuss this issue with our group, please contact Lee Ann Dutton at City Hall. We meet again on July 17th at 7:00 p.m.

Sincerely,

HISTORIC PRESERVATION COMMISSION

Judy Huse	Joe Brooks
Dick Carroll	Judy Arnold
Mary L. Blair	Monty Mayer
Jerry Myers	Jack Owens
Ron Hatzenbuehler	