

POCATELLO DEVELOPMENT AUTHORITY
Board of Commissioners
January 14, 1997
11:00 a.m.

City Hall, Council Chambers
911 North 7th Avenue

11:00 a.m.

Call to Order: Chairman McGee

Introduction of Guests, if any

Disclosure of conflicts of interest, if any

Agenda - Add or delete Action or Discussion Items

Discussion and Action Items

Minutes - Motion to Approve and/or Amend

Financial Report: December Income & Expenses

Consider Payment of \$70,952.48 to the Community Development & Research Department for
administration/engineering expenses incurred in the Alvin Ricken Tax Increment Financing District

Executive Session, if required

Policy for reimbursement/payment of administrative services

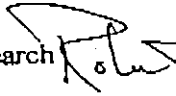
PDA shall establish a fund to be designated "Board Discretionary Fund" into which shall be placed monies designated as "administrative costs" in the budget of project(s) approved within Revenue Allocation District(s). After receipt of revenue (whether tax money or bond proceeds) the Board shall have the administrative costs portion of the revenue transferred to this fund. The Pocatello Development Authority will reimburse public agencies from this fund for certain administrative expenses related to Board-approved projects, subject to the following conditions:

- 1) The services provided must be within the overall scope of, and be related to, the project under consideration
- 2) The scope, content, and estimated amounts for services to be provided must be outlined in writing in "budget-quality detail" as part of the final project presented to the Board for approval
- 3) Detailed records must be maintained as to the services provided and the work completed. These records must be used as the basis for the reimbursement request.
- 4) Invoices summarizing the services provided and costs incurred must be submitted to the Board for payment approval.
- 5) Detailed written explanations must be provided for any reimbursement requested which is in excess of scope, content, and/or the estimated amount as approved in the final proposal.



COMMUNITY DEVELOPMENT AND RESEARCH

P.O. Box 4169, 911 North Seventh Avenue
Pocatello, Idaho 83205
(208) 234-6184 FAX (208) 234-6296

TO: Pocatello Development Authority
FROM: Community Development & Research 
DATE: December 4, 1996
RE: Planning & Engineering Services
Alvin Ricken Tax Increment Financing District

As requested, following is a detail billing for City Engineering/Planning services. The City utilizes a cost accounting system which assigns all personnel hours to specific projects. This billing is a product of that system.

As promised, I now adjust our billing request from the \$75,000 previously submitted, to the \$70,952.48 as reflected in this statement.

Thank you, and please call with any questions.

Planning Services: Preparation of Tax Increment Financing Plan, including drafting; public hearings; plan approval and acceptance by State and PDA. General staff support, as needed, to PDA. 90 hours @ average cost of \$24.71/hour	\$2,223.47
Engineering Services: Design preparation; land survey; inspection of work Sanitary Sewer 1,278.5 hours @ average cost of \$21.54/hour	\$27,535.51
Engineering Services: Design preparation; land survey; inspection of work Alvin Ricken Drive 1,072.5 hours @ average cost of \$21.60/hour	\$23,166.27
Engineering Services: Design preparation; land survey; inspection of work Buckskin Road 761.5 hours @ average cost of \$23.67/hour	<u>\$18,027.23</u>
TOTAL	\$70,952.48

3900 Johnny Creek Rd.

Pocatello, Idaho 83204

(208) 233-6110

January 7, 1997

To: Members of Pocatello City Council

re.: Sale of Chief Property and Invigorating the Pocatello Development Authority (PDA)

In selling the former Chief site, the City should be concerned not merely with obtaining the highest price, but also with securing a development that will complement the existing downtown buildings and stimulate further development. If the City puts the site on the market, it is obligated to sell to the highest bidder, regardless of the person, use, type of development, etc. The buyer could leave the site vacant for a long time, make it all parking, or put parking on the front half of the site with a building on the back half. Those possibilities would be deleterious to the overall development of downtown. It is important to have a building on the property line, up against the sidewalk, to complement the downtown pattern. Parking can be behind, if needed, though the UP parking lots provide ample parking a block away.

The City should not jeopardize the many public dollars already put into downtown revitalization by selling to the highest bidder if the proposed development is not compatible with Old Town. The goals in selling the site should be to complement existing buildings and businesses, and to stimulate additional development. Achieving these goals will increase the tax base and create additional taxes in the future. Using the PDA is the best way to achieve these goals.

The PDA can market a site with development controls, such as design guidelines regarding building placement and type of use, and can place additional requirements on the redevelopment, such as construction to start in a certain period of time, e.g., one year. PDA can sell the property to the developer that gives the best price AND best meets the development controls.

Actions of this type were envisioned by the Old Town Urban Renewal Plan, which you adopted in 1993. The attached page from the Old Town Revitalization Plan describes PDA's role in the planned redevelopment of that area. The action of selling the Chief property is definitely an urban renewal activity, and one that PDA was created to carry out on behalf of the City. Sale of the Chief property is an example of why the PDA is needed.

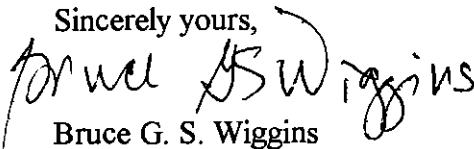
I understand that you spend time in January defining goals for departments and agencies. I urge you to define a strong role for the PDA in the development and redevelopment of the City. PDA can and should be doing more than it has been doing. It has unique powers under Idaho Code and can help City Council achieve its goals, for example as described in the City's Comprehensive Plan, which you have also adopted.

Now that Pocatello is an entitlement City, PDA can also help the city immensely with Community Development Block Grant (CDBG) activities. Urban renewal and revitalization are eligible CDBG activities because the CDBG program is the successor to the federal urban renewal program. I urge you and the PDA Board to develop projects this year, so that when it time to apply for funds in CDBG Year Two, needed projects can be funded. Land acquisition and assembly is needed, for example, to help Neighborhood Housing Services. The PDA can be the city's land assembly agent in urban renewal areas.

The PDA can also be helpful in other cases. In the case of the two buildings School District #25 owns on the east side of Arthur Avenue across from the Pocatello High tennis courts (the old fire station and Eagles buildings), the PDA could accept an intergovernmental transfer from the School District and sell the buildings to redevelopers for rehabilitation to achieve the goals that the City's Historic Preservation Commission and Old Town Pocatello want. You may be aware that the HPC denied the School District's application for demolition permits in 1994. The PDA might also assist the School District during rehabilitation of Pocatello High by helping it find sites for temporary classrooms while the school is being remodeled. City-owned or PDA-owned land might be traded with the School District for the two buildings. (Fire station and Eagles buildings).

These are some examples of how the PDA might work. I can mention other projects that the PDA could carry out. I urge you to use the sale of the Chief site as one of the steps in invigorating the PDA.

Sincerely yours,


Bruce G. S. Wiggins

cc: PDA Board of Directors
Robert Chambers, CD&R Director
Old Town Pocatello

Development Actions

A variety of actions need to be taken to achieve the vision presented above. Details of costs, phasing and responsibilities are detailed in the Implementation chart.

The Pocatello Development Authority must take an active role in facilitating redevelopment. The Pocatello Development Authority (PDA) was established in 1988 in order to carry out urban renewal projects as defined in the Idaho Code. PDA has broad powers to facilitate and encourage development. Pursuant to an Urban Renewal Plan approved by City Council, it can carry out many activities, such as acquisition, development, sale and lease property; issuance of bonds or borrowing money; setting up loan funds; constructing streets, parks, or other facilities necessary to carry out the Plan; creation of subsidies and/or incentives for public purposes such as job creation or housing construction.

If PDA acquires property, it can sell, donate or lease the land/building to a redeveloper, and can exercise control over the design and reuse. Deeds conveying the property can contain restrictions or controls regarding use, signs and other factors. Designs can be reviewed in detail prior to conveyance. In order to promote redevelopment, PDA could perform basic repairs (e.g. roof or systems) which a private developer would not find feasible, then sell the building to a developer at market value or below market cost. It could act as a developer and lease land or buildings in order to provide a cash flow to fund its operations.

The Old Town Urban Renewal Plan lists for potential acquisition by PDA properties (both lots and buildings) which are either severely deteriorated or whose acquisition will greatly enhance the potential for

economic growth. Adoption of the Plan by City Council will not obligate PDA to acquire the properties, but will provide the authority for PDA to acquire the properties for redevelopment in the future, should conditions warrant. PDA could acquire the properties through negotiation on the open market or through its powers of eminent domain. Listing the properties for acquisition may provide an incentive for owners to put their properties to good use, so that acquisition by PDA may not be necessary.

PDA should work aggressively with City government to pursue funding for redevelopment projects. State, federal or private foundation grants should be pursued for economic development and housing. The money might be used to establish an acquisition fund, loan fund or accomplish other purposes described in this Plan. Ideas for creating housing incentives are described below in the Housing section.

PDA needs staff to carry out its mission. Staff could be hired or specialized contracts could be negotiated to provide unique services, such as managing aspects of the redevelopment process. For example, Old Town Pocatello, Inc. could be hired to manage specific projects dealing with Old Town.

Construct the Chief Theater, Cultural Arts and Civic Center in the north of Old Town. The Chief should not simply be rebuilt as a theater of the same size as the old theater. A civic/convention center with meeting rooms, rehearsal and performing space, a theater and exhibition space is needed in Pocatello. This new facility will require a larger land area than the former Chief Theater, and will also require more parking.