### POCATELLO DEVELOPMENT AUTHORITY

# Agenda for the meeting of February 21, 2024 – 11:00 a.m. Council Chambers – Pocatello City Hall Iwamizawa Conference Room for Executive Session

City Hall is accessible to persons with disabilities. Program access accommodations may be provided with two (2) days' advance notice by contacting Skyler Beebe at sbeebe@pocatello.us, 208.234.6248, or 5815 South 5<sup>th</sup> Avenue, Pocatello, Idaho.

In the event this meeting is still in progress at 12:00 p.m., a ten-minute recess may be called.

- 1. Call to Order, Roll Call, Disclose Conflicts of Interest and Acknowledgment of Guests.
- **2. Action Item: Executive Session.** The Board may wish to go into Executive Session to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. Idaho Code Section 74-206(1)(f).
- **3. Action Item: Meeting Minutes.** The Board may wish to waive the oral reading of the Board of Commissioners' meeting and executive session meeting minutes held January 17, 2024, and approve the minutes as written.
- **4. Action Item: Monthly Financial Report, Expenses and Reimbursements.** The Board may wish to approve the monthly financial report, expenses and reimbursements.
- **5. Action Item: Fiscal Year 2023 Annual Report.** The Board may wish to discuss, update, and approve the Fiscal Year 2023 Annual Report changes.
- **6. Calendar Review.** The Board may wish to take this opportunity to inform other Board members of upcoming meetings and events that should be called to their attention.
- 7. News for the Good of the Order. The board may wish to discuss news for the Good of the Order.
- 8. Adjourn Meeting.

# Action Item 3

Meeting Minutes for January 17, 2024 at 11:00 A.M. Council Chambers, 911 N 7th Avenue, Pocatello, Id

# Agenda Item No. 1: Call to Order and Disclosure of Conflicts of Interest

**Turner** called the meeting to order at approximately 11:09 a.m. No conflicts were disclosed.

Members present: Jeff Hough, Jim Johnston, Kirk Lepchenske, Nathan Richardson, and Scott Turner. Members excused/unexcused: Mayor Brian Blad, Rick Cheatum, David Villarreal, and Ruby Walsh. Others present: Executive Director Brent McLane, Treasurer Thane Sparks, Secretary Aceline McCulla, City of Pocatello Development Engineer Merril Quayle, City of Pocatello Attorney Jared Johnson, City of Pocatello PW Director/City Engineer Jeff Mansfield and other visitors.

No conflicts of interest were reported by the Board.

# **Agenda Item 2: Executive Session.**

The Board may wish to go into Executive Session to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. Idaho Code Section 74-206(1)(f).

It was moved by **J. Johnston** and seconded by **K. Lepchenske** that the Board enter executive session pursuant to Idaho Code 74-206 subsection (1)(f) to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated, but imminently like to be litigated at 11:10 a.m. Roll call vote taken. Those in favor: J. Hough, J. Johnston, K. Lepchenske, N. Richardson, and S. Turner. Those against: none. Unanimous. Motion carried.

# **Agenda Item 3: Meeting Minutes.**

The Board may wish to waive the oral reading of the meeting minutes and approve the minutes from the Board of Commissioners regular and executive session meetings held December 21, 2024.

**Hough** stated he left after executive session and asked to remove his name from agenda item five (5).

It was moved by **J. Johnston** and seconded by **K. Lepchenske** to approve the minutes with the correction by Hough from the regular and executive session meetings held December 20, 2023. Those in favor: Jeff Hough, Jim Johnston, Kirk Lepchenske, Nathan Richardson, and Scott Turner. Those against: none. Unanimous. Motion carried.

# Agenda Item 4: Monthly Financial Report, Expenses and Reimbursements.

The Board may wish to approve the monthly financial report, expenses and reimbursements.

**Sparks** noted we received a small remittance from Bannock County, which will be reflected on the next financial report.

It was moved by **K. Lepchenske** and seconded by **J. Johnston** to approve the financial report, expenses and reimbursements with changes. Those in favor: Jeff Hough, Jim Johnston, Kirk Lepchenske, Nathan Richardson, and Scott Turner. Those against: none. Unanimous. Motion carried.

**Agenda Item 5: Fiscal Year 23 Annual Report.** The Board may wish to discuss, review, and recommend changes from the FY2022 Annual Report for direction to produce the Fiscal Year 2023 Annual Report.

McLane stated he is preparing the Annual Report for Fiscal Year 2023, the FY22 Annual Report is attached to make changes if desired, please email your comments to McLane by January 31. The PDA will be meeting with City Council on February 8, and McLane would like the draft ready for this meeting. McLane noted that the State Labor Department does not provide statistic data that was provided a few years prior unless the PDA obtains written authorization from the businesses, and the business emails the letter to the State Labor Department. Johnston thought the layout and information is readable and a good format. Hough asked if visionary information could be included in the report of future projects. McLane stated we could talk about the studies and the areas the PDA is looking at for possible future activities identified from the studies.

# Agenda Item 6: Calendar Review.

The Board may wish to take this opportunity to inform other Board members of upcoming meetings and events that should be called to their attention.

Nothing was reported.

# Agenda Item 7: News for the Good of the Order.

The board may wish to discuss news for the Good of the Order.

**Johnston** noted increased activity in the Northgate activity.

McLane noted that a preliminary plat and short plat application are in progress in the Northgate area through the planning department.

# Agenda Item 7: Adjourn Regular Meeting.

With no further business, **Turner** adjourned the meeting at 11:35 a.m.

Submitted by: Approved on: Aceline McCulla, Secretary

# Pocatello Develop Authority Board of Commissioners Executive Session Minutes City Hall, Iwamizawa Conference Room January 17, 2024

**Turner** called the meeting to order at 11:12 a.m.

Members present: Jeff Hough, Jim Johnston, Kirk Lepchenske, Nathan Richardson, Scott

Turner, and Ruby Walsh.

Members excused: Mayor Brian Blad, Rick Cheatum, and David Villarreal.

Others present: Executive Director Brent McLane, Secretary Aceline McCulla, and PDA

Attorneys Molly Miragas (via GoToMeeting).

### **Executive Session**

The Board may wish to go into Executive Session to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. Idaho Code Section 74-206(1)(f).

With no further discussion, it was moved by **J. Hough** and seconded by **N. Richardson** to adjourn from the executive session pursuant to Idaho Code §74-206(1)(f) at approximately 11:23 a.m., and to reconvene with the regular meeting session. Roll call vote taken. Those in favor: Jeff Hough, Jim Johnston, Kirk Lepchenske, Nathan Richardson, and Scott Turner. Unanimous. Motion Carried.

Ву:				Approved on:
	Aceline McCulla,	Secretary		

# Action Item 4

# Pocatello Development Authority Monthly Finance Report February 21, 2024 Fiscal Year 2024

# **Expenditure Approvals:**

Checks to be ratified:

Vendor Check # Amount

### Checks to be approved:

Vendor	Check #	Amount	Board Approval
ICCU VISA	dbt24-2	110.39	lunch (Goody's Deli)
IRG	2012	109,066.00	OPA-2 Reimbursement No.2 final payment
Elam & Burke	2013	24,968.27	Dec23(206059-100.00, 206060-75.00,206061-4980.02) Jan24(206504-275.00, 206505-19,538.25)
City of Pocatello	2014	3,645.15	1st Qtr Staff Reimbursement
Thane Sparks	2015	1,500.00	February services
Acelilane McCul	2016	15.00	Feb lunch expenses (invoice 24-1)

# Cash Balances as of February 21, 2024

	Genera	l Fund	Naval Or	dinance	North P	ortneuf	Airı	ort	Nor	thgate	То	tal
Cash	1,132,437.67		26,692.47		1,760,908.67		22,40	58.60	713,	768.55	3,656,	275.96
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
Income												
Administrative fees	75,100										75,100	0.00
Property taxes	14,400	16,837.25	124,000	135,366.32	103,000	86,865.03	83,800	40,438.81	295,000	329,676.36	620,200	609,183.77
Note payments		1,839.89									-	1,839.89
Interest income	21,960	52,592.23	200		32,960		200		6,900		62,220	52,592.23
Other											-	0.00
Total Income	111,460	71,269.37	124,200	135,366.32	135,960	86,865.03	84,000	40,438.81	301,900	329,676.36	757,520	663,615.89
Expense												
Administrative expense			18,200		15,500		17,700		15,500		66,900	0.00
Luncheon costs	2,100	860.47									2,100	860.47
Office expenses	500	274.99									500	274.99
Dues and memberships											-	0.00
Insurance	8,500										8,500	0.00
Training and Travel												0.00
City admin charges	16,000	11,362.16									16,000	11,362.16
Professional services	130,000	19,272.00					15,000	70,134.15			145,000	89,406.15
<b>Economic Development Grants</b>												0.00
Non-capital Infrastructure	1,052,360		166,000	166,066.00	1,768,460		62,100		633,300		3,682,220	166,066.00
Total Expense	1,209,460	31,769.62	184,200	166,066.00	1,783,960	0.00	94,800	70,134.15	648,800	0.00	3,921,220	267,969.77

# Goody's Deli

905 S 5th Avenue Pocatello, ID 83201

# PDA Luncheon for February 21, 2024

Phone: 208-233-9210 Contact: Jeffry, GM, email: goodysdeli2022@gmail.com

City of Pocatello Tax Exempt ID: 82-6000244

Deliver to 911 N 7th Avenue, City Hall Council Chambers by 10:45 a.m. **PDA Contact: Aceline McCulla mobile: 406.202.6444**, Office line: 208.234.6184

,,		-			
Items	Qty	Ea	Cost	-	Totals
#2 4" Salami, Black Forest Ham & Pepper Jack	1	\$	4.49	\$	4.49
#6 8" Goody's Club Ham, Turkey & Pepper Jack (4)	2	\$	8.49	\$	16.98
#8 4" Ham & Swiss	1	\$	4.49	\$	4.49
#9 8" Turkey & Pepper Jack (2)	1	\$	8.49	\$	8.49
#9 4" Turkey & Pepper Jack	1	\$	4.49	\$	4.49
#13 8" Roast Beef & Pepper Jack (2)	1	\$	8.49	\$	8.49
#3 4" Italian Supreme & Provoline No Lettuce, Add Tom/Onion	1	\$	4.49	\$	4.49
Gr Chicken, Pepper Jack Salad, Blue Cheese (Side)	1	\$	8.99	\$	8.99
Chips - 2 Cool Ranch, 3 S&O, 2 Jalep, 3 Nacho & 3 Harv Ched	13	\$	1.75	\$	22.75
TOTAL FOOD (verify prices)				\$	83.66
Gratuity 20% of food				\$	16.73
Delivery Charge, Zero if over \$100, \$10 if under \$100				\$	10.00
TOTAL CUECK ARACHRIT	•		•	<u>,</u>	110 20

TOTAL CHECK AMOUNT \$ 110.39

### **NOTES:**

- 1) All sandwiches dry, provide mayo & mustard packets on side
- 2) Cut all 8" sandwiches in half and wrap each half.
- 3) Please label each sandwich to identify (ITALIAN, TURKEY, ROAST BEEF...)
- 4) Lettuce & Tomato on all, except the #3, Label JEFF M, NO Lettuce, Add O/V, Tomato & Onion
- 5) Three (3) napkins per sandwich please
- 6) Salad Items: Lettuce, spinach, green pepper, tomato, cucumber, mushroom

251 E. Front Street, Suite 300 Boise, Idaho 83702 Tax ID No. 82-0451327 Telephone 208-343-5454 Fax 208-384-5844



January 31, 2024

Pocatello Development Authority

Attn: Brent McLane City of Pocatello P.O. Box 4169

Pocatello, ID 83205

Invoice No.

206504

Client No.

9212

Matter No.

3

Billing Attorney:

MSC

# **INVOICE SUMMARY**

For Professional Services Rendered from January 18, 2024 through January 31, 2024.

**RE:** Special Counsel General

\$ 275.00 **Total Professional Services** \$.00 **Total Costs Advanced** 

**TOTAL THIS INVOICE** \$ 275.00

251 E. Front Street, Suite 300 Boise, Idaho 83702 Tax ID No. 82-0451327 Telephone 208-343-5454 Fax 208-384-5844



January 31, 2024

**Pocatello Development Authority** 

Attn: Brent McLane City of Pocatello P.O. Box 4169

Pocatello, ID 83205

Invoice No.

206505

Client No.

9212

Matter No.

\$ 58.25

5

**Billing Attorney:** 

**MSC** 

# **INVOICE SUMMARY**

For Professional Services Rendered from January 8, 2024 through January 31, 2024.

**RE:** Frigitek Litigation

\$ 19,480.00 **Total Professional Services Total Costs Advanced** 

\$ 19,538.25 **TOTAL THIS INVOICE** 

251 E. Front Street, Suite 300 Boise, Idaho 83702 Tax ID No. 82-0451327 Telephone 208-343-5454

Fax 208-384-5844



December 31, 2023

**Pocatello Development Authority** 

Attn: Brent McLane City of Pocatello P.O. Box 4169

Pocatello, ID 83205

Invoice No.

206059

Client No.

9212

\$ 100.00 \$ .00

Matter No.

Billing Attorney: **MSC** 

# **INVOICE SUMMARY**

For Professional Services Rendered from December 5, 2023 through December 31, 2023.

**RE:** Hoku Property Disposition

**Total Professional Services Total Costs Advanced** 

\$ 100.00 **TOTAL THIS INVOICE** 

251 E. Front Street, Suite 300 Boise, Idaho 83702 Tax ID No. 82-0451327 Telephone 208-343-5454 Fax 208-384-5844



December 31, 2023

Pocatello Development Authority

Attn: Brent McLane City of Pocatello P.O. Box 4169

Pocatello, ID 83205

Invoice No.

206060

Client No.

9212

Matter No.

3

Billing Attorney:

MSC

# **INVOICE SUMMARY**

For Professional Services Rendered from December 5, 2023 through December 31, 2023.

**Special Counsel General** 

**Total Professional Services Total Costs Advanced** 

\$ 75.00 \$.00

**TOTAL THIS INVOICE** 

\$ 75.00

251 E. Front Street, Suite 300 Boise, Idaho 83702 Tax ID No. 82-0451327 Telephone 208-343-5454 Fax 208-384-5844



December 31, 2023

Invoice No.

206061

Client No.

9212

Matter No.

5

Billing Attorney:

**MSC** 

Pocatello, ID 83205

Attn: Brent McLane

City of Pocatello

P.O. Box 4169

**Pocatello Development Authority** 

# **INVOICE SUMMARY**

For Professional Services Rendered from December 1, 2023 through December 31, 2023.

**RE:** Frigitek Litigation

**Total Professional Services Total Costs Advanced** 

\$ 4,300.00 \$ 680.02

**TOTAL THIS INVOICE** 

\$4,980.02

PREPARED 01/17/2024, 9:05:28 PROGRAM GM186L

Print project totals (Y/N . . . . . . . . . . Y

# City of Pocatello PROJECT ACTIVITY LISTING SELECTION PARAMETERS

\_\_\_\_\_\_ Project selection From project . . . . : PDA001 To project . . . . : PDA001 Type . . . . . . . . : O (O=Only, R=Range, S=Selective) Description begins with : Description contains . : From project estimate . : .00 To project estimate . . : 99,999,999,999.99 From project type . . . : To project type . . . : 99 From project sub-type . : To project sub-type . . : 99 Sequence options OPTION: 3 Project Project options Print projects without detail (Y/N/O) . . . . : Y Print inactive projects (Y/N) . . . . . . . . Y Print budget projects (Y/N) . . . . . . . . . Y Print projects miscellaneous info? (Y/N) . . . : Y Account selection From fiscal year . . . : 2024 To fiscal year . . . : 2024 From account . . . . : 001-0000-400.00-00 To account . . . . . : 980-9999-999.99-99 Type . . . . . . . . : S (O=Only, R=Range, S=Selective) Account type selection : Assets: X Liabilities: X Revenue: X Expense: X Print zero activity accounts (Y/N) . . . . . : N Transaction selection From period . . . . . : 01 of 2024 To period . . . . . : 03 of 2024 From transaction date . : 00/00/0000 To transaction date . . : 99999999 Print transaction detail? (Y/N)  $\ldots \ldots \ldots$  Y Print transaction description (Y/N) . . . . : Y Print work order # and job # (Y/N) . . . . . : N Summary options Print classification totals (Y/N) . . . . . . Y Print project estimate totals (Y/N) . . . . : Y

### PREPARED 01/17/2024, 9:05:28 City of Pocatello PAGE PROGRAM GM186L PROJECT ACTIVITY LISTING ACCOUNTING PERIOD 03/2024

1

PROJE	CT:PDA001	1-POCATELLO	DEVELPMNT A	UTH.	TYPE: -	DEFAULT		SUB-TYPE: -		STATUS:	ACTIVE
TYPE	СНК#	TRAN DT	REF #	VOUC	BU # VEND #	DGET DESCRIF	PROJECT-TO-DATE TION	YEAR-TO-DATE TRANS AMT	ENCUMBERED TRANS ENCUMBERED		BALANCE R PERIOD
01-02 AP	200-414.3 7158044	31-03 POSTA 12/27/2023	GE	0047	13 17110	.00 U S POS	2.52 STAL SERVICE-POST	2.52 1.26	.00	2024	2.52-
						U S POS	RED POSTAGE DEC2 STAL SERVICE-POST RED MAIL FOR OCT	1.26		2024	01
						TRA	MNSACTION TOTAL:	2.52	.00		
AP	/1300 <del>4</del> 3	12/2//2023		0044	03 44041	VALLEY	127.05 OFFICE SYS (NEW COLOR COPIES/PDA	30.37	.00	2024	127.05- 03
	7157571	11/30/2023		0027	73 22841	VALLEY	OFFICE SYS (NEW COLOR COPIES/PDA	5.27	.00	2024	02
AP	7156967	10/31/2023		0005	87 22841	VALLEY		63.21 A	.00	2024	01
						TRA	ANSACTION TOTAL:	127.05	.00		
01-06 AJ	500-415.3	10-01 PERS. 12/22/2023	-EXEMPT, FUL:	L		.00	1,415.25	1,415.25 222.00	.00	2024	.,415.25-
AJ		12/08/2023	PR1208			PAYROLI	SUMMARY	55.50	.00	2024	03
AJ		11/22/2023	PR1122			PAYROLI	SUMMARY	693.75	.00	2024	02
AJ		11/09/2023	PR1109			PAYROLI	SUMMARY	222.00	.00	2024	02
AJ		10/27/2023	PR1027			PAYROLI	SUMMARY	111.00	.00	2024	01
						TRA	ANSACTION TOTAL:	1,304.25	.00		
01-06 AJ	500-415.3							1,048.74 217.92		2024	.,048.74-
AJ		11/22/2023	PR1122			PAYROLI	SUMMARY	204.30	.00	2024	02
AJ		11/09/2023	PR1109			PAYROLI	SUMMARY	95.34	.00	2024	02
AJ		10/27/2023	PR1027			PAYROLI	SUMMARY	320.07	.00	2024	01
AJ		10/13/2023	PR1013			PAYROLI	SUMMARY	251.97	.00	2024	01
AJ		10/13/2023	PR1013			PAYROLI	SUMMARY	197.49-	.00	2024	01
						TRA	ANSACTION TOTAL:	892.11	.00		
01-06 AJ	500-415.2	21-01 MEDIC 12/22/2023				.00 PAYROLI	472.02 SUMMARY	472.02 79.75	.00	2024	472.02- 03
AJ		12/08/2023	PR1208			PAYROLI	SUMMARY	11.87	.00	2024	03
AJ		11/22/2023	PR1122			PAYROLI	SUMMARY	176.81	.00	2024	02

### PREPARED 01/17/2024, 9:05:28 City of Pocatello PAGE PROGRAM GM186L PROJECT ACTIVITY LISTING ACCOUNTING PERIOD 03/2024

PROJECT	:PDA001-POCATF	ELLO DEVELPMNT	T AUTH. TYPE:	-DEFAULT			SUB-TYPE: -			STATUS:	ACTIVE
TYPE	CHK# TRAN	N DT REF #	VOUCH# VEND			O-DATE	YEAR-TO-DATE TRANS AMT		BERED BERED		BALANCE R PERIOD
 АЈ	11/09/2	 2023 PR1109	,	PAYROLI	L SUMMARY		61.91		.00	2024	02
AJ	10/27/2	2023 PR1027		PAYROLI	L SUMMARY		72.33		.00	2024	01
AJ	10/13/2	2023 PR1013		PAYROLI	L SUMMARY		42.00		.00	2024	01
AJ	10/13/2	2023 PR1013		PAYROLI	L SUMMARY		21.00	-	.00	2024	01
				TR <i>I</i>	ANSACTION T	TOTAL:	423.67		.00		
01-060 AJ	00-415.21-02 LI 12/22/2	 IFE 2023 PR1222	,	.00 PAYROLL	L SUMMARY	.73	.73 .19		.00	2024	.73- 03
AJ	11/22/2	2023 PR1122		PAYROLI	L SUMMARY		.33		.00	2024	02
AJ	10/27/2	2023 PR1027		PAYROLI	L SUMMARY		.21		.00	2024	01
				TR <i>I</i>	ANSACTION T	TOTAL:	.73		.00		
01-060 AJ	00-415.21-03 DE 12/22/2	ENTAL 2023 PR1222	,		L SUMMARY	14.62	14.62 2.51		.00	2024	14.62- 03
AJ	12/08/2	2023 PR1208		PAYROLI	L SUMMARY		.32		.00	2024	03
AJ	11/22/2	2023 PR1122		PAYROLI	L SUMMARY		5.09		.00	2024	02
AJ	11/09/2	2023 PR1109		PAYROLI	L SUMMARY		1.83		.00	2024	02
AJ	10/27/2	2023 PR1027		PAYROLI	L SUMMARY		2.49		.00	2024	01
AJ	10/13/2	2023 PR1013		PAYROLI	L SUMMARY		1.60		.00	2024	01
AJ	10/13/2	2023 PR1013		PAYROLI	L SUMMARY		.80	-	.00	2024	01
				TR <i>I</i>	ANSACTION T	TOTAL:	13.04		.00		
01-060 AJ	00-415.21-04 VI 12/22/2	ISION 2023 PR1222		.00 PAYROLL	L SUMMARY	3.12	3.12 .55		.00	2024	3.12- 03
AJ	12/08/2	2023 PR1208		PAYROLI	L SUMMARY		.05		.00	2024	03
AJ	11/22/2	2023 PR1122		PAYROLI	L SUMMARY		.93		.00	2024	02
AJ	11/09/2	2023 PR1109		PAYROLI	L SUMMARY		.36		.00	2024	02
AJ	10/27/2	2023 PR1027		PAYROLI	L SUMMARY		.63		.00	2024	01
AJ	10/13/2	2023 PR1013		PAYROLI	L SUMMARY		.46		.00	2024	01
AJ	10/13/2	2023 PR1013		PAYROLI	L SUMMARY		.23	-	.00	2024	01

# PREPARED 01/17/2024, 9:05:28 City of Pocatello PAGE 3 PROGRAM GM186L PROJECT ACTIVITY LISTING ACCOUNTING PERIOD 03/2024

PROJECT	:PDA001-POCATE	CLLO DEVELPMN	IT AUTH. TYPE:	-DEFAULT			SUB-TYPE: -		STATUS:	: ACTIVE
TYPE	CHK# TRAN	1 DT REF #	VOUCH# VENI				YEAR-TO-DATE TRANS AMT			BALANCE YR PERIOD
				TRAI		TOTAL:	2.75	.00		
01-060 AJ	0-415.21-05 EA 12/08/2	AP 2023 PR1208			SUMMARY		1.24 .04	.00	2024	1.24- 1 03
AJ	11/09/2	2023 PR1109		PAYROLL	SUMMARY		.31	.00	2024	1 02
AJ	10/27/2	2023 PR1027		PAYROLL	SUMMARY		.56	.00	2024	1 01
				TRAI	NSACTION	TOTAL:	.91	.00		
01-060 AJ	0-415.22-00 WC 12/22/2	ORKERS COMPEN 2023 PR1222	ISATI		SUMMARY	3.57	3.57 .62		2024	3.57- 1 03
AJ	12/08/2	2023 PR1208		PAYROLL	SUMMARY		.08	.00	2024	1 03
AJ	11/22/2	2023 PR1122		PAYROLL	SUMMARY		1.26	.00	2024	1 02
AJ	11/09/2	2023 PR1109		PAYROLL	SUMMARY		.45	.00	2024	1 02
AJ	10/27/2	2023 PR1027		PAYROLL	SUMMARY		.60	.00	2024	1 01
AJ	10/13/2	2023 PR1013		PAYROLL	SUMMARY		.36	.00	2024	1 01
AJ	10/13/2	2023 PR1013		PAYROLL	SUMMARY		.18	00	2024	1 01
				TRAI	NSACTION	TOTAL:	3.19	.00		
	0-415.24-03 PE 12/22/2				SUMMARY	283.82	283.82 49.19		2024	283.82- 1 03
AJ	12/08/2	2023 PR1208		PAYROLL	SUMMARY		6.25	.00	2024	1 03
AJ	11/22/2	2023 PR1122		PAYROLL	SUMMARY		100.42	.00	2024	1 02
AJ	11/09/2	2023 PR1109		PAYROLL	SUMMARY		35.66	.00	2024	1 02
AJ	10/27/2	2023 PR1027		PAYROLL	SUMMARY		48.19	.00	2024	1 01
AJ	10/13/2	2023 PR1013		PAYROLL	SUMMARY		28.16	.00	2024	1 01
AJ	10/13/2	2023 PR1013		PAYROLL	SUMMARY		14.08	00	2024	1 01
				TRAI	NSACTION	TOTAL:	253.79	.00		
01-060 AJ	0-415.24-04 ME 12/22/2	DICAL SAVING		.00 PAYROLL	SUMMARY	94.23	94.23 6.94		2024	94.23- 1 03
AJ	12/08/2	2023 PR1208		PAYROLL	SUMMARY		.65	.00	2024	1 03
AJ	11/22/2	2023 PR1122		PAYROLL	SUMMARY		66.32	.00	2024	1 02

### PREPARED 01/17/2024, 9:05:28 City of Pocatello PAGE PROJECT ACTIVITY LISTING PROGRAM GM186L ACCOUNTING PERIOD 03/2024

PROJECT	:PDA001	-POCATELLO	DEVELPMNT	AUTH.	TYPE:	-DEFAUL	Т		SUB-TYPE: -		STATUS:	ACTIVE
TYPE	CHK#	TRAN DT	REF #	VOUC	CH# VEND	BUDGET # DESCR	IPTION		YEAR-TO-DATE TRANS AMT	ENCUMBERED TRANS ENCUMBERED		BALANCE YR PERIOD
AJ		11/09/2023	PR1109			PAYRO	LL SUMMARY		4.63	.00	2024	02
AJ		10/27/2023	PR1027			PAYRO	LL SUMMARY		7.94	.00	2024	01
AJ		10/13/2023	PR1013			PAYRO	LL SUMMARY		5.95	.00	2024	01
AJ		10/13/2023	PR1013			PAYRO	LL SUMMARY		2.98-	.00	2024	01
						Т	RANSACTION	TOTAL:	89.45	.00		
01-060 AJ		5-00 SOCIA 12/22/2023					LL SUMMARY		184.83 32.06	.00	2024	184.83- 03
AJ		12/08/2023	PR1208			PAYRO	LL SUMMARY		3.97	.00	2024	03
AJ		11/22/2023	PR1122			PAYRO	LL SUMMARY		64.89	.00	2024	02
AJ		11/09/2023	PR1109			PAYRO	LL SUMMARY		23.08	.00	2024	02
AJ		10/27/2023	PR1027			PAYRO	LL SUMMARY		31.65	.00	2024	01
AJ		10/13/2023	PR1013			PAYRO	LL SUMMARY		18.93	.00	2024	01
AJ		10/13/2023	PR1013			PAYRO	LL SUMMARY		9.47-	.00	2024	01
						Т	RANSACTION	TOTAL:	165.11	.00		
01-060 AJ		0-01 PERS 11/22/2023	-EXEMPT, FU PR1122	TLL			LL SUMMARY		342.36 237.02	.00		342.36- 02
						Т	RANSACTION	TOTAL:	237.02	.00		
01-060 AJ		0-02 PERS 12/08/2023	-NONEXEMPT, PR1208	FU			LL SUMMARY		26.54 26.54		2024	26.54- 03
							RANSACTION		26.54	.00		
01-060 AJ		1-01 MEDICA 11/22/2023	AL			.00	LL SUMMARY	65.30	65.30 45.22	.00		65.30- 02
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# PREPARED 01/17/2024, 9:05:28 City of Pocatello PAGE 5 PROGRAM GM186L PROJECT ACTIVITY LISTING ACCOUNTING PERIOD 03/2024

SUB-TYPE: -

STATUS: ACTIVE

PROJECT: PDA001-POCATELLO DEVELPMNT AUTH. TYPE: -DEFAULT

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AJ		11/22/2023	PR1122			PAYROLI	L SUMMARY		3.47		.00	2024	02
						TR <i>i</i>	ANSACTION T	TOTAL:	3.86		.00		
01-0601 AJ		24-03 PERSI 12/08/2023	<u>-</u> -			.00		41.27	41.27 2.97		.00	2024	41.27- 03
AJ		11/22/2023	PR1122			PAYROLI	L SUMMARY		26.52		.00	2024	02
						TRI	ANSACTION :	TOTAL:	29.49		.00		
		24-04 MEDIC 12/08/2023				.00 PAYROLI	L SUMMARY	4.76	4.76 .65		.00	2024	4.76- 03
AJ		11/22/2023	PR1122			PAYROLI	L SUMMARY		2.82		.00	2024	02
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AJ		11/22/2023	PR1122			PAYROLI	L SUMMARY		17.16		.00	2024	02
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PREPARED 01/17/2024, 9:05:28 City of Pocatello PROGRAM GM186L PROJECT ACTIVITY LISTING ACCOUNTING PERIOD 03/2024

PROJECT	:PDA001	-POCATELLO	DEVELPMNT	AUTH.	TYPE:	-DEFAULT	S	SUB-TYP	PE: –			STATUS:	: ACTIVE
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	<b></b>						ING ON PDA IN CASE T FOR SERVICES.		06/18/2019 06/18/2019				·



Thane Sparks

3506 E 126 N Rigby, Idaho 83442 (208) 206-8457

DATE: February 21, 2024 INVOICE #

24-2

FOR: **Professional Services** 

### **BILL TO:**

Pocatello Development Authority 911 N 7th Avenue Pocatello, Idaho 83201

DESCRIPTION		AMOUNT
Professional Services - February 2024		\$ 1,500.00
	SUBTOTAL	\$ 1,500.00
	TAX RATE	
	SALES TAX	\$ -
	OTHER	
	TOTAL	\$ 1,500.00

Make all checks payable to .

Total due in 15 days. Overdue accounts subject to a service charge of 1% per month.

**THANK YOU FOR YOUR BUSINESS!** 

Aceline McCulla 904F McKinley Ave Pocatello, ID 83201 406.202.6444

Invoice Date:February 14, 2024 Invoice #: 24-1

City of Pocatello Pocatello Development Authority 911 N 7th Ave Pocatello, ID 83201 Tax Exempt: 82-6000244

Delivery Date: February 21, 2024

Delivery Time: 10:45 a.m.

**Delivery Location:** City Hall Paradice Conference Room

Description	Qty	Cost
Lemon Raspberry Cake	1	\$15.00

Total Due Upon Receipt : \$15.00

REMITTANCE REPORT	
From County Auditor of Bannock County	

To:	POCATELLO URBAN	

030 Remittance No. Date: January 25, 2024

	PREPAID	CURRENT			DELIN	QUENT	TAXES-		INTEREST	MISC	TOTAL
SOURCE AND FUND	2024	2023	2022	2021	2020	2019	2018	2017/prior			COLLECTION
NORTH YELLOWSTONE (1-0013)											0.00
NAVAL ORDINANCE (1-0014)		135,366.32									135,366.32
NORTH PORTNEUF 801 (1-0016)		7,890.45									7,890.45
NORTHGATE (1-0017)		326,203.39									326,203.39
(1-0018)		21.48									21.48
NORTHGATE (83-0000)											0.00
NORTHGATE (84-0000)											0.00
NORTH PORTNEUF 802 (82-0000)		15,469.02									15,469.02
PRSN PROPERTY RPLCMNT	\$	8,596.30									8,596.30
CIRCUIT BREAKER		-									0.00
HOMEOWNER TAX RELIEF		4,713.18									4,713.18
ADDITIONAL TAX RELIEF		3,527.77									3,527.77
NOV 2023 TAX ADJUSTMENT											0.00
COLUMN TOTALS	0.00	501,787.91	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	501,787.91

	· ·	Amount of Remittance	501,787.91
STATE OF IDAHO,	•		

}ss. COUNTY OF BANNOCK }

I, JASON C. DIXON, County Clerk in and for the County aforesaid, being duly sworn on oath, make the following statement:

That the foregoing is a full, true, and correct report, in accordance with Section 3326, Compiled Statutes of Idaho, as amended by

Chapter 169, laws of 1925, by source and fund, of all monies paid into the treasury of said county and apportioned to the

POCATELLO URBAN

and included district

County Clerk:

since the

31 OFDEC

the date of my last report. Subscribed and sworn to in duplicate before me on the

25TH OF JAN

JASON C. DIXON

Notary Public of Bannock Co

N B. The Clerk will countersign the attached order and transmit same for the accompanied by a duplicate of this report.

OTAR

OUBLIC

OF ID

esurer of the municipality or district

Deputy Auditor

# REMITTANCE REPORT

FOR THE PERIOD ENDING 12/31/2023

REMITTED TO CITY OF POCATELLO (U/R)

ATTN: POCATELLO DEVELOPMENT AUTHORITY

P.O BOX 4169

POCATELLO ID 83205

THE ATTACHED CHECK IS A REMITTANCE OF FUNDS COLLECTED BY POWER COUNTY, AS DESCRIBED BELOW.

CK 2024-00996	
12.31,2023	

C	OUNTYREF	ERENCE		COLLECTION
REF#	DATE	ACCOUNT #	DESCRIPTION	AMOUNT
2024441 2024441	12/15/2023 12/15/2023	9016-00-0024-0005 9016-00-0024-0005	PERSONAL PROPERTY REPLACEMENT PERSONAL PROPERTY REPLACEMENT	1,224.68 38.17
			TOTAL ACCOUNT - 0024-0005	1,262.85
2024441	12/15/2023	9016-00-0024-0022	HB389 PP REPLACEMENT	1,108.01
			TOTAL ACCOUNT - 0024-0022	1,108.01
2024515	12/31/2023	9016-00-0301-2023	PROPERTY TAXES - REAL 2023	38,067.95
			TOTAL ACCOUNT - 0301-2023	38,067.95
			TOTAL REMITTANCE	40,438.81
			WARRANTAIO	

WARRANT NO.

DATED

2024-0000996 12/31/2023

I HEREBY CERTIFY THAT THE ABOVE IS A TRUE AND CORRECT STATEMENT OF MONIES RECEIVED, APPORTIONED AND DUE TO THE ABOVE ACCOUNT AS OF /12/81/2023.

BY

SHAREE SPRAGUE, POWER COUNTY AUDITOR

DATED 12/31/2023

DEPUTY

Bry Jehrenger

# Action Item 5

# Pocatello Development Authority



# **Board of Commissioners (During 2023)**

David Villarreal, Jr (Chair)

Scott Turner (Vice-Chair)

Brian Blad (Pocatello Mayor)

Rick Cheatum (Pocatello City Council President)

**Greg Gunter** 

Jeff Hough (Bannock County Commissioner)

Jim Johnston

Kirk Lepchenske

Nathan Richardson

# **PDA/City Staff**

Brent McLane (Executive Director)

Thane Sparks (Treasurer)

Aceline McCulla (Secretary)

Merril Quayle (Public Works Engineer)

# Profile of the Pocatello Development Authority

The Pocatello Development Authority was created by the City of Pocatello in 1988 by Resolution 1988-13 in accordance with the Urban Renewal Law of 1965 and the Local Economic Development Act. The Authority is an independent public body, corporate, political and a discrete component of the City of Pocatello.

The purpose of the Pocatello Development Authority is to promote urban renewal projects in areas designated by the City of Pocatello to be deteriorating and to implement the rehabilitation, conservation, redevelopment, or a combination thereof, of such area or areas, in the interest of the public health, safety, morals, or welfare of the residents of the City of Pocatello. The Authority is to afford maximum opportunity, consistent with the needs of the City of Pocatello as a whole, to rehabilitate or redevelop urban renewal areas by private enterprise.

The Board of Commissioners of the Pocatello Development Authority consists of nine members. Membership includes the President of the Pocatello City Council; a member of the Board of Bannock County Commissioners (or designee); the Mayor of the City of Pocatello; one member with financial expertise such as accounting, banking or lending-institution experience; one member from the education community; and four other members from the citizenry at large. Each commissioner serves a four (4) year term and may serve up to two (2) consecutive terms or eight (8) years. Terms are staggered in such a fashion that no more than four expire in any given year.

At the regular meeting in October, the Board elects the Chairman, Vice-Chairman, Secretary, and Treasurer for a term of one year. The Board may also appoint other positions as may be determined necessary. The Chairman of the Board is the chief presiding officer of the Pocatello Development Authority. The Chairman executes all deeds, bonds, contracts and other legal documents authorized by the Board. Some of the Chairman's duties may be delegated by the Board to the Executive Director of the Authority.

# HOW DOES THE PDA WORK?

The Pocatello Development Authority (PDA) works with the City of Pocatello, Bannock Development Corporation and the private sector to remedy blighted and/or deteriorating or deteriorated areas in accordance with Idaho State Law. The PDA administers the funding for this process using tax increment financing according to an urban renewal plan approved by the local legislative body.

The City of Pocatello (via the City Council) is responsible for determining which areas of the City qualify under urban renewal law to be categorized as deteriorated or deteriorating and considered as an urban renewal area (URA). These areas typically lack adequate infrastructure, which may include water, sewer, power, roads or access. These improvements are in most cases too costly for a developer (or the City) to fund up-front and in many cases includes property outside of the primary developer's control.

Once an urban renewal area is established, the City recruits businesses or works through other recruiting efforts such as Bannock Development Corporation to attract businesses to these areas. Businesses that are interested in moving are looking for a site that makes business sense and, in some instances, will consider moving if there is financial aid for infrastructure development or other construction

costs such as demolition. This is where the PDA steps in, through the use of tax increment financing (TIF).

Tax increment financing is a mechanism that allows for funding of urban renewal projects according to an adopted urban renewal plan. When the City establishes a TIF district the value of the property in the district is frozen at its current valuation, creating the base value. The property taxes collected on this base value continue to be distributed to the various taxing entities providing services to that property, (e.g., cities, counties, and school districts), but the property taxes paid on the increased valuation goes to the Pocatello Development Authority (property values typically increase due to new development based on added value). The PDA can issue bonded debt, based upon expected valuation increases, or provide reimbursement to provide funding for infrastructure or site development necessary for the business to build in the district. Approximately two years after the business has moved in, property taxes begin to be collected on the increased valuation and allocated to the Authority to pay debt or reimburse costs. If planned projects are completed and all debt is paid prior to the maximum 20 year period the district may be closed "early" and the added valuation is returned to the various taxing districts.

# **EXECUTIVE SUMMARY**

The mission of the Pocatello Redevelopment Agency (PDA) is to strengthen the tax base of the City of Pocatello and Bannock County through the encouragement of growth and development within the Portneuf Valley. To achieve this goal, four urban renewal districts are currently open. Through the financing of public improvements such as water, sewer, streets, and storm drainage facilities, the PDA has contributed the following to the tax base:

Urban Renewal Dis- trict	Year Created	Year of Termination	Tax Increment Value, 2023
Naval Ordnance Plant District	2006	2030	\$120,562
North Portneuf District	2007	2030	\$97,613
Pocatello Regional Airport District	2010	2033	\$83,594
Northgate District	2019	2039	\$331,327

The land area of these four urban renewal districts is approximately 3,032 acres. Of the total district land area about 589 acres are located in Power County and the remaining 2,443 acres are located in Bannock County. The amount of land that is within a district located within the Pocatello city limits is approximately 1,128 acres, or 5.39% of the City's total land area. The Fiscal Year 2023 tax increment value of all districts was about \$633,096. This was an increase in increment value of approximately \$139,691 from last year.

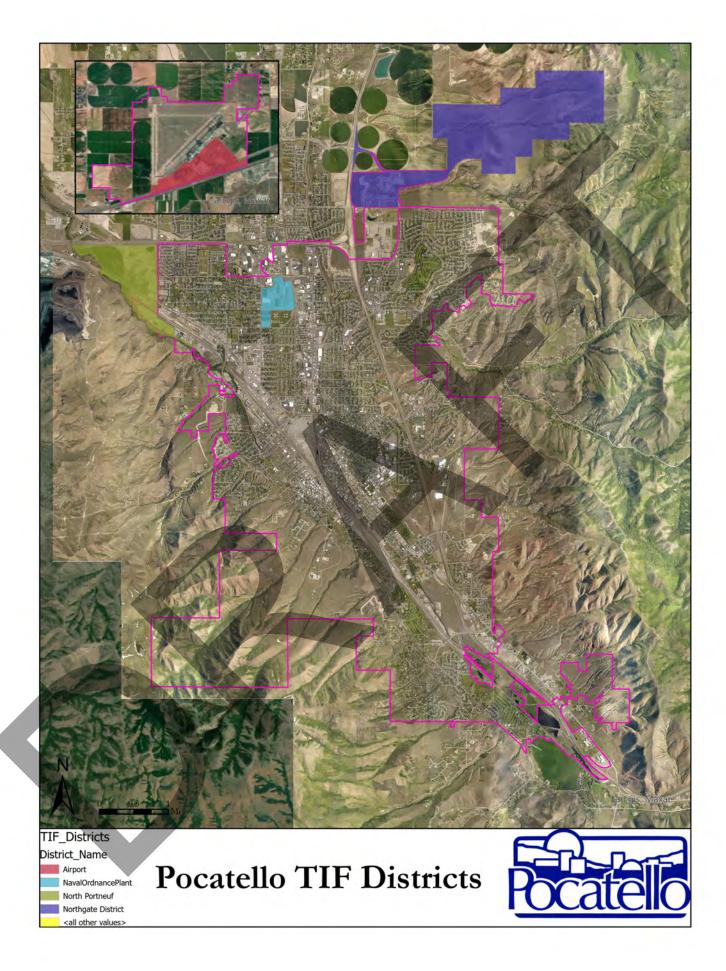
In the year 2023, the following progress was made in the PDA's Urban Renewal Districts:

- Continued working with IRG (Industrial Realty Group) utilizing TIF funds to complete significant facade improvements including painting, siding repairs, and replacing windows. The PDA is continuing discussions about further upgrades to the facility.
- The Northgate District has seen continued activity in the development of the multi-family portion of the district. In 2022 the PDA began to see increment generated in the Northgate District, and in 2023 the increment value took a significant step. In 2023, the increment value increased from \$46,064 to \$331,327 an increase of 619.27%. The district will begin reimbursing contributing government entities.
- The PDA has engaged a consultant service with SB Friedman to conduct an eligibility study and prepare an eligibility report related to three geographic areas within the City of Pocatello. These areas include:
  - » The South 5th Corridor
  - » The Historic Downtown and Portneuf Districts (as identified in the City of Pocatello Downtown Development Plan)
  - » The Downtown East, Warehouse, and Bengal Districts (as identified in the City of Pocatello Downtown Development Plan)









# NAVAL ORDNANCE PLANT DISTRICT

Established: 2006

Expires: 2030

2023 Tax Increment: \$120,562

Fund Balance: \$57,392

Bonded Debt: None

Non-Bonded Debt: None

# Some Companies Currently in the District:

IRG Realty Advisers LLC

SME Steel

Virginia Transformer VTCU Corp.

Mountainland Supply LLC

Western Industrial Motor and Machine

McNabb Manufacturing LLC

Novatech PC

Atco Structures and Logistics USA.

Pocatello Storage and Logistics LLC



**Titan Center** 

# Improvements:

Most recently the improvements to the facades of the buildings in the Naval Ordnance Plant were completed per the plans. IRG has invested great energy into rebranding the facility into the Titan Center and is looking forward to future potential opportunities to partner with the PDA. IRG is also planning the installation of a large mural on the tower building's east side. Additionally, IRG is actively pursuing new tenants and is looking to developing a new commercial center along Quinn Road on the northern end of the property.



Titan Center Retail Commercial Center

# NORTH PORTNEUF DISTRICT

Established: 2007

Expires: 2030

2023 Tax Increment: \$97,613

Fund Balance: \$1,674,044

Bonded Debt: None

Non-Bonded Debt: None

# Some Companies Currently in the District:

The Rustic Rose LLC

Idaho Rock and Sand LLC

Hot Rod Construction

Jerry Van Sickle

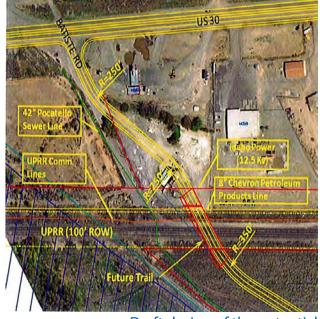
Great Western Malt



**Great Western Malting** 

# Improvements:

The PDA is looking into the feasibility of providing a rail crossing to connect River Park Way to US Highway 30. This connection would be vital to the growth of industry in the North Portneuf District, as it would provide an alternative truck route over the rail lines. Additionally, Great Western Malt purchased a portion of the facility on the southern end adjacent to their current facility for future expansion and development.



Draft design of the potential rail crossing

# POCATELLO REGIONAL AIRPORT DISTRICT

Established: 2010

Expires: 2033

2022 Tax Increment: \$85,594

Fund Balance: 33,003

Bonded Debt: None

Non-Bonded Debt: None

# Some Companies Currently in the District:

McNabb Trucking

Peterson Inc.

**Driscoll Tophay LLC** 

KASE/Warbonnett Inc.

Larson & Associates Inc.



Peterson Inc.

# Improvements:

Continuing efforts are moving forward with the creation of two different Master Plans for the Pocatello Regional Airport. The first one is being initiated by the airport and relates to the airport facility itself. The second plan has been initiated by Bannock Development Corporation and encompasses the property around the airport that is owned by the City of Pocatello. This plan incorporates property located within the Airport District, and will help to direct the future growth and development of this area. Additionally, the PDA is working with the City of Pocatello to finalize a right-of-way plat for a road network to provide clarity for future investors of what land is available for development.



Aerial photo of the Pocatello Regional Airport

# NORTHGATE DISTRICT

Established: 2019

Expires: 2039

**2023 Tax Increment:** \$331,327

Fund Balance: \$384,816

Bonded Debt: None

Non-Bonded Debt: None

# Some Projects Currently in the District:

Kartchner Homes Multi-Family Development

The Crossings Division 1 consisting of 97 lots.

The Crossings Division 2 consisting of 15 lots.

Portneuf Health Trust North Campus

Northgate District Division 2

Beard, St. Clair, & Gaffney Attorneys

**BBSI** 



Preferred Manster Plan

# Improvements:

The Kartchner Homes Northgate Apartment development and the North Campus of the Portneuf Health Trust were completed in 2023. Also, The Crossings Division 1 and 2 have continued to fill in, but still have a significant number of undeveloped lots. In the district, construction of the new Beard, St. Clair, & Gaffney Attorneys and the BBSI office building has begun and is anticipated to be completed in 2024. Additionally, there are a number of other projects in the planning phase including Broulim's Groceries, Westmark Credit Union, and Idaho Central Credit Union. There has also been progress in the development of Northgate District Division 2 with the extension of sewer and water infrastructure, as well as, District Lane and District Drive. Northgate District Division 2 consists of 14 commercial lots that are currently for sale.



Kartchner Homes Northgate Apartment Development