

# Pocatello Development Authority

Board of Commissioners Meeting  
February 21, 2018 – 11:00 a.m.  
Paradise Conference Room

City of Pocatello  
911 North 7th Avenue  
Pocatello, Idaho 83205

Call to order by Scott Smith, Chairman  
Acknowledge guests of the Board  
Disclosure of conflicts of interest  
Agenda: delete action or discussion items

*An urban renewal agency for the City of Pocatello, Idaho*

## **Action and Discussion Items:**

### **Agenda Item No. 1: Public Hearing – 2017 Annual Report**

### **Agenda Item No. 2: Minutes**

Motion to approve and/or amend the Regular Session Meeting Minutes of January 17, 2018.

### **Agenda Item No. 3: Financial Report**

Motion to approve and/or amend the January 2018 Income and Expenses Report.

### **Agenda Item No. 4: Payment Requests/Reimbursements**

- a. Melanie Gygli, \$7.99 for padlock on “Hoku” land (North Portneuf TIF)
- b. Elam & Burke, \$12,493.85 for January 2018 services for Northgate TIF, including eligibility report (general fund)
- c. Zions Bank, \$2,000 for annual trustee fee (North Yellowstone TIF)
- d. Arbitrage Compliance Specialists, \$1,250 for arbitrage services (North Yellowstone TIF)
- e. Idaho State Journal, \$72.05 for publication costs for annual report hearing (general fund)

### **Agenda Item No. 5: Hoku Land Lease Extension**

### **Agenda Item No. 6: Board Legal Representation**

### **Agenda Item No. 7: Petersen, Inc. – Semi-annual Benchmark Report**

### **Agenda Item No. 8: Project Updates**

- a. Bully Dog
- b. Northgate
- c. Other

## **Executive Session:**

### **Matters exist for discussion in an executive session as per I.C. §74-206(1)(e)**

*Motion: “I move that we enter into an executive session as per Idaho Code §74-206(1)(e) to consider preliminary negotiations involving matters of trade or commerce in which the PDA may be in competition with other jurisdictions.”*

## **Upcoming Events/Information:**

### **Adjourn.**

City Hall is accessible to persons with disabilities. Program access accommodations may be provided with three (3) days’ advance notice by contacting Dave Hunt at [dhunt@pocatello.us](mailto:dhunt@pocatello.us); 208.234.6248 or 5815 South 5<sup>th</sup> Avenue, Pocatello, ID

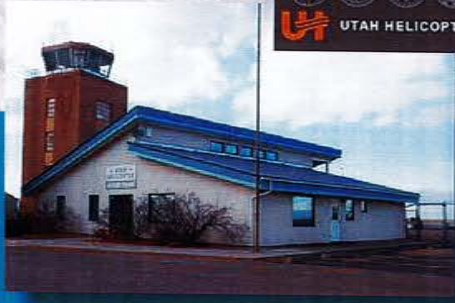
**AGENDA ITEM  
NO. 1**



# POCATELLO DEVELOPMENT AUTHORITY



# 2017 ANNUAL REPORT



## **Board of Directors**

**Scott Smith (Chair)**  
*Attorney, Legal*

**Chad Carr (Vice-Chair)**  
*Utilities*

**Brian Blad**  
*Mayor*

**Steve Brown**  
*City Council President*

**Larry Fisher**  
*Lodging, Development*

**Evan Frasure**  
*Bannock Co. Commissioner*

**Russ Meyers**  
*Communications*

**Thomas Ottaway**  
*ISU College of Business*

**Scott Turner (Retired)**  
*Business & Development*

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### **PDA/City Staff**

**Kirk Bybee**  
*Legal Counsel*

**Melanie Gygli**  
*Interim Executive Director*

**Joyce Stroschein**  
*Treasurer*

**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 to 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 and politic, and a discrete component of the City of Pocatello.

The purpose of the Pocatello Development Authority is to undertake 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 the rehabilitation or redevelopment of the 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 two expire in any given year.

At the regular meeting in October, the Board of Commissioners 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, the 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 for 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, also referred to as 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 (2) 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 increment is returned to the various taxing districts.

Recently the Authority and businesses have been working to accomplish infrastructure and site development without bonded debt. Businesses moving into an established district have been able to provide funding for improvements up front, knowing reimbursement will be possible through the TIF district. Afterward, the Authority repays the businesses for infrastructure costs from the increased tax increment within the TIF area (taxes paid by the businesses returning to the businesses for what is quite often public infrastructure).

### PDA Administers Urban Renewal Areas

- PDA recommends establishment of an urban renewal area and revenue allocation area after finding of need by the City Council
- PDA creates and recommends a plan for use of the tax increment funds, according to requirements of state law
- City Council approves the plan via ordinance
- PDA executes the plan
- PDA can issue bonded debt to provide funding for infrastructure, or reimburse qualifying debt over time incurred during development, using the increased tax revenue generated by increased property valuation

## What is a Redevelopment Agency?

- A redevelopment agency is an independent authority established by the local governing body
- Established by the City to implement “urban renewal”
- Urban Renewal Law supports local economic development
- Successful and most significant and flexible economic development tool in Idaho to attract or provide assistance to potential new business/jobs by assisting with infrastructure, property acquisition, or cleanup or removal of deteriorated land/buildings
- Uses tax increment dollars from new or enhanced development to benefit that development and/or foster yet more development

## 2017 Annual Report - Pocatello Development Authority

The mission of the PDA is to promote and support projects that achieve sustainable economic growth and vitality to enhance the community.

Pursuant to Idaho Code §50-2006(c), urban renewal agencies are to provide an annual report by March 31<sup>st</sup> of each year to the jurisdiction’s governing body.

The PDA will hold a public hearing on the annual report at their regularly-scheduled meeting on February 21, 2018 with the required notice provisions being met.

## How Projects are Funded

Projects are assisted using funds from either: 1) a current tax increment finance district; or 2) the Authority’s General Fund.

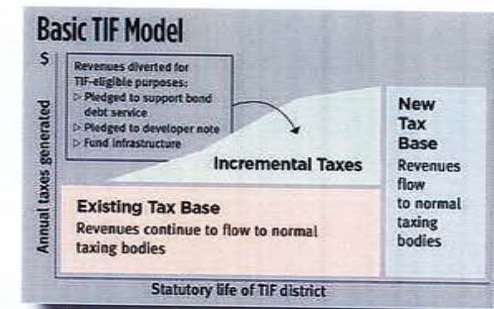
The General Fund has been financed through closed TIF balances and an annual administrative fee transferred from the active districts per Idaho Code §50-2903(14)(e).

October 2016 transfer to the General Fund:

North Yellowstone District	\$130,795.63
Naval Ordnance District	\$ 23,623.04
North Portneuf	\$ 11,536.97
	<b>\$165,955.64</b>

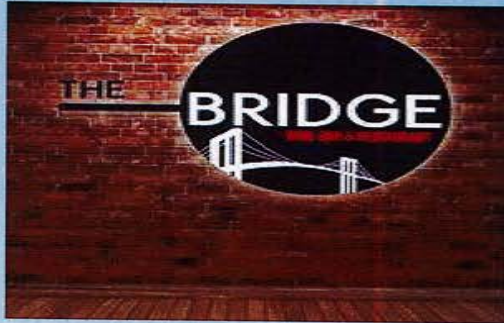
*(The PDA chose not to transfer an administrative fee from the Airport District in 2016.)*

General Fund Balance 9/30/17 = \$3,598,016



**Pocatello  
Development  
Authority**

## Achievements - 2017



The PDA assisted The Bridge in relocating to its Old Town Pocatello location in the Yellowstone Hotel.

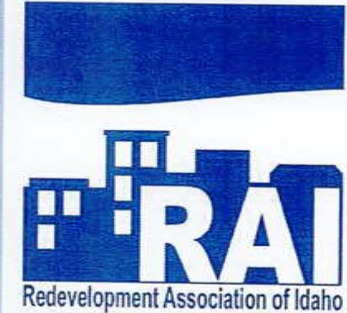
PDA continues to work with V.A. Metals, LLC, an Idaho company owned by a group of investors from India, on the ultimate disposition of the property previously developed by Hoku Materials.



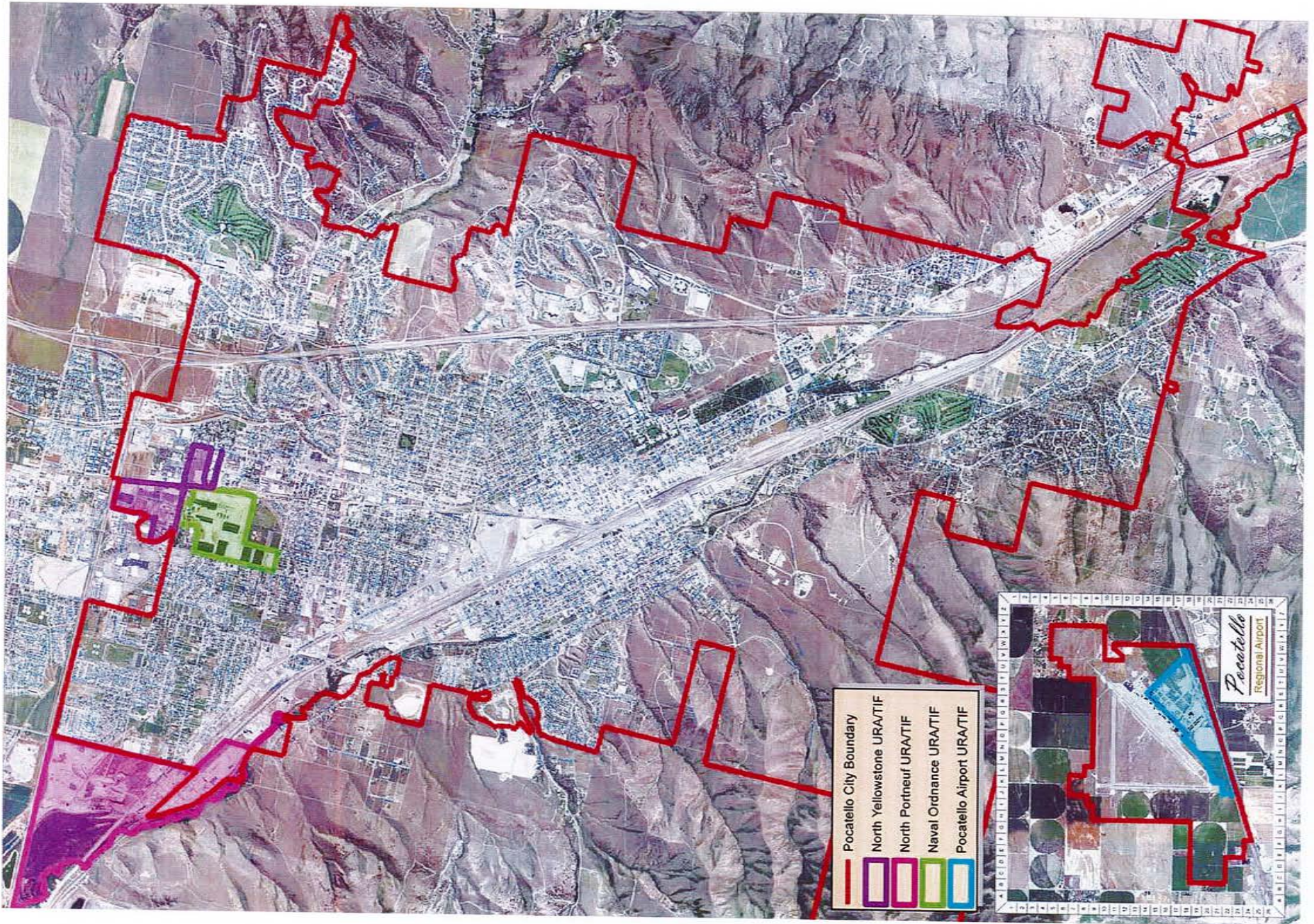
The PDA committed \$2,000,000 to assist in the construction of the new Northgate Interchange and related local road construction.



The PDA assisted Driscoll Top Hay with improvements needed for their new operation at the Pocatello Regional Airport.



PDA continues to support the Redevelopment Association of Idaho in legislative efforts to save/enhance urban renewal laws for Idaho.





LOWE'S

ASHLEY FURNITURE HomeStyle

POCATELLO LITHIA CHRYSLER JEEP DODGE RAM

PETSMART for the love of pets.

TETON Honda

JENSEN

MACKENZIE RIVER PIZZA CO.

BUFFALO WILD WINGS GRILL & BAR

MATTRESS FIRM

DICK'S SPORTING GOODS

NAPA AUTO PARTS

Pizza Pie Cafe

AMERICA'S BEST CONTACTS & EYEGLASSES

JOANN Fabrics and crafts

North Yellowstone URA

HOUSE

T-Mobile

DOWNEAST basics

AT&T

ROSS DRESS FOR LESS

BED BATH & BEYOND

BIG 5 SPORTING GOODS

JIMMY JOHN'S GOURMET SANDWICHES

# North Yellowstone

# North Yellowstone URA

## Major Companies in North Yellowstone District

- **Established:** 2004
- **Expires:** 2028
- **2017 Tax Increment:** \$1,349,536
- **Present Fund Balance:** \$2,856,161
- **Added Market Value:** **\$73,117,903**
- **Bonded Debt:** Hurley Drive project
  - \*Borrowed \$7,755,000 in Dec 2004
  - \*Funded \$6,000,000 construction
  - \*Remainder is debt service reserve and initial 3 years of interest
  - \*Debt was refinanced in 2012 at a reduced rate saving \$1.8 million interest and 3-4 years in the term of the TIF
- **Non-Bonded Debt:** The last payment to Costco of the annual employment incentive was made in 2017.
- **Improvements:** \$9.3 million in new infrastructure, \$7,150,000 in bonds for public infrastructure including roads, curb & gutter, sidewalks, sanitary sewer, water, storm water, lighting, traffic signal upgrades, utility upgrades (gas, power, communications).
- Named "Best Planning Project" in the State, 2005
- **Employee Statistics:** As of October 2017, the North Yellowstone URA included 1,214 employees with estimated total wages of \$7,165,575. (Source: Idaho Department of Labor)

- |                                       |                              |
|---------------------------------------|------------------------------|
| • Americas Best Contacts & Eyeglasses | • Firehouse Grill            |
| • Ashley Furniture                    | • Five Guys                  |
| • AT&T                                | • Great Wall Express         |
| • Bank of Commerce                    | • Jensen Jewelers            |
| • Bed, Bath & Beyond                  | • Jo-Ann's                   |
| • Big 5 Sporting Goods                | • Kiwi Loco                  |
| • Buffalo Wild Wings                  | • Lowes                      |
| • Chili's                             | • Mattress Firm              |
| • Costa Vida                          | • McKenzie River Pizza & Pub |
| • Costco                              | • PetSmart                   |
| • Dick's Sporting Goods               | • Pizza Pie Cafe             |
| • DL Evans Bank                       | • Ross Dress for Less        |
| • Downeast Clothing                   | • Texas Roadhouse            |
|                                       | • Verizon                    |





Naval Ordnance Plant URA

Naval Ordnance

# Naval Ordnance Plant URA

- **Established:** 2006
- **Expires:** 2026
- **2017 Tax Increment:** \$244,817
- **Present Fund Balance:** \$643,720
- **Added Market Value:** **\$13,414,054**
- **Bonded Debt:** None
  
- **Non-bonded Debt:** \$750,000 paid from General Fund to make RDA payment for employment incentive to keep Petersen Inc. in Pocatello (versus Ogden, Utah). Petersen is now located at the Pocatello Regional Airport.
- **Improvements:** Power upgrades, rail & pavement upgrades, sewer pump station, monitoring station, and building upgrades to retain manufacturing
- **Employee Statistics:** As of October 2017, the Naval Ordnance Plant URA included 466 employees with estimated wages of \$5,906,460. (Source: Idaho Department of Labor)



## Major Companies in Naval Ordnance District:

- SME Steel
- Virginia Transformer
- Eaton Metal Products
- ATCO Structures & Logistics
- Western Industrial



# Pocatello Airport

Pocatello Airport URA



# Pocatello Airport URA

- **Established:** 2010
- **Expires:** 2033
- **2017 Tax Increment:** \$113,535
- **Present Fund Balance:** \$390,468
- **Added Market Value:** **\$5,533,078**
- **Bonded Debt:** None
- **Non-bonded Debt:** None
- **Improvements:** Upgrades to culinary and fire flow water, sewer, road, storm water, and public non-city utilities (gas, power, and communications).
- Petersen Inc. grand opening Oct 2011
- **Employee Statistics:** The Pocatello Airport URA includes 169 employees with estimated wages of \$1,607,274. (Source: Idaho Department of Labor)
- **Petersen, Inc.:** Terms of the grant agreement include a benchmark of 50 FTE with a minimum wage of \$14/hr for a period of 15 years. Petersen, Inc. continues to meet or exceed that requirement, currently reporting 56 FTEs with 50 employees earning at least \$14/hr, and an average wage of \$21.22/hr. (Source: Petersen, Inc. Semi-Annual Report dated 6/2017).

## Major Companies Pocatello Regional Airport URA

- Petersen Incorporated
- AV Center
- McNabb Grain & Trucking
- Utah Helicopter
- BLM
- NFS
- Driscoll TopHay



# North Portneuf

North Portneuf URA

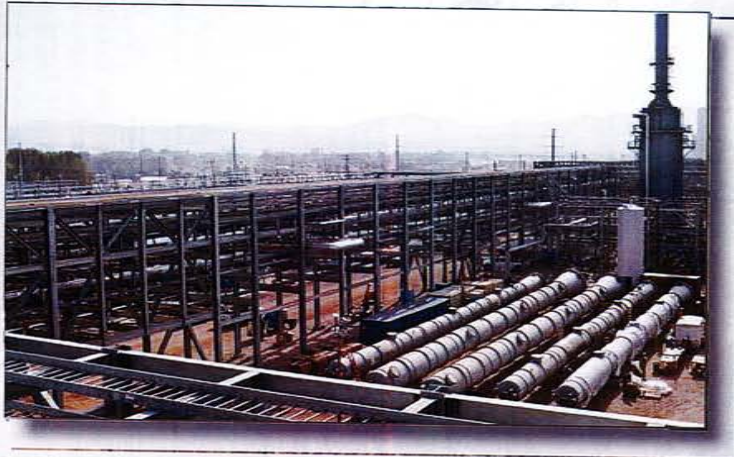


# North Portneuf URA

- **Established:** 2007
- **Expires:** 2024
- **2017 Tax Increment:** \$38,309
- **Present Fund Balance:** \$270,831
- **Added Market Value:** **\$6,868,926**
- **Bonded Debt:** None
- **Non-bonded Debt:** Reimbursing City

The PDA is reimbursing the City of Pocatello for property purchased for this development: \$1,000,000 in exchange for property deeds.

- **Private Investment:** \$450,000,000
- **Improvements:** \$1,000,000 by the City to purchase land within the district, relocation of water mainlines and upgrades to non-City utilities (rail, gas, power, and communications) and possible roadway work, depending on the outcome of existing roadway agreements in place.



## Major Companies in North Portneuf District:

- Hoku Materials: declared bankruptcy in 2014
- The PDA successfully acquired the property from City of Pocatello through conveyance per Idaho Code and is leasing the property to V.A. Metals, LLC. The lease expires in January of 2018 and includes a first right to purchase. V.A. Metals is performing a gap assessment of the facility to determine what equipment will be necessary to make the plant operational for their purposes.



**AGENDA ITEM  
NO. 2**

**AGENDA ITEM  
NO. 3**

Pocatello Development Authority  
Balance Sheet by Class  
As of January 31, 2018

	<u>1-General Fund</u>	<u>3-North Yellowstone</u>	<u>4-Naval Ordnance</u>	<u>6-North Portneuf</u>	<u>7-Pocatello Regional Airport</u>	<u>TOTAL</u>
<b>ASSETS</b>						
<b>Current Assets</b>						
<b>Checking/Savings</b>						
Checking Wells Fargo - 95177	38,306.69	725,518.78	82,964.37	-1,897.30	55,217.50	900,110.04
Savings Wells Fargo	1,371,821.59	83,478.97	643,752.74	146,025.98	390,487.92	2,635,567.20
Zions 2012 Bnd Fnd 7110526D	0.00	58,382.25	0.00	0.00	0.00	58,382.25
Zions Bnd Reserve Fnd 7110526B	0.00	679,357.46	0.00	0.00	0.00	679,357.46
Zions Rev Alloc Fnd 7110526	0.00	2,039,777.89	0.00	0.00	0.00	2,039,777.89
<b>Total Checking/Savings</b>	<b>1,410,128.28</b>	<b>3,586,515.35</b>	<b>726,717.11</b>	<b>144,128.68</b>	<b>445,705.42</b>	<b>6,313,194.84</b>
<b>Accounts Receivable</b>						
Accounts Receivable	1,500.00	0.00	0.00	0.00	0.00	1,500.00
<b>Total Accounts Receivable</b>	<b>1,500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,500.00</b>
<b>Other Current Assets</b>						
Accrued Interest Income	20,126.17	1,369.59	0.00	0.00	0.00	21,495.76
Property Tax Receivable	0.00	0.00	0.00	141,867.61	0.00	141,867.61
<b>Total Other Current Assets</b>	<b>20,126.17</b>	<b>1,369.59</b>	<b>0.00</b>	<b>141,867.61</b>	<b>0.00</b>	<b>163,363.37</b>
<b>Total Current Assets</b>	<b>1,431,754.45</b>	<b>3,587,884.94</b>	<b>726,717.11</b>	<b>285,996.29</b>	<b>445,705.42</b>	<b>6,478,058.21</b>
<b>Other Assets</b>						
Inventory - Leasehold	424,779.00	0.00	0.00	0.00	0.00	424,779.00
Note Receivable	76,000.00	0.00	0.00	0.00	0.00	76,000.00
<b>Total Other Assets</b>	<b>500,779.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>500,779.00</b>
<b>TOTAL ASSETS</b>	<b>1,932,533.45</b>	<b>3,587,884.94</b>	<b>726,717.11</b>	<b>285,996.29</b>	<b>445,705.42</b>	<b>6,978,837.21</b>

Pocatello Development Authority  
**Balance Sheet by Class**  
 As of January 31, 2018

	<u>1-General Fund</u>	<u>3-North Yellowstone</u>	<u>4-Naval Ordnance</u>	<u>6-North Portneuf</u>	<u>7-Pocatello Regional Airport</u>	<u>TOTAL</u>
<b>LIABILITIES &amp; FUND BALANCE</b>						
<b>Liabilities</b>						
<b>Long Term Liabilities</b>						
Deferred Interest Receivable	20,126.17	0.00	0.00	0.00	0.00	20,126.17
Deferred Notes Receivable Rev	50,000.00	0.00	0.00	0.00	0.00	50,000.00
Deferred Tax Revenues	0.00	0.00	0.00	128,001.48	0.00	128,001.48
<b>Total Long Term Liabilities</b>	<u>70,126.17</u>	<u>0.00</u>	<u>0.00</u>	<u>128,001.48</u>	<u>0.00</u>	<u>198,127.65</u>
<b>Total Liabilities</b>	70,126.17	0.00	0.00	128,001.48	0.00	198,127.65
<b>Fund Balance</b>						
Fund Balance	3,527,890.13	2,856,160.36	643,720.06	142,829.54	390,468.10	7,561,068.19
Net Income	-1,665,482.85	731,724.58	82,997.05	15,165.27	55,237.32	-780,358.63
<b>Total Fund Balance</b>	<u>1,862,407.28</u>	<u>3,587,884.94</u>	<u>726,717.11</u>	<u>157,994.81</u>	<u>445,705.42</u>	<u>6,780,709.56</u>
<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>	<u>1,932,533.45</u>	<u>3,587,884.94</u>	<u>726,717.11</u>	<u>285,996.29</u>	<u>445,705.42</u>	<u>6,978,837.21</u>

Pocatello Development Authority  
Profit & Loss by Class  
January 2018

	<u>1-General Fund</u>	<u>3-North Yellowstone</u>	<u>4-Naval Ordnance</u>	<u>6-North Portneuf</u>	<u>7-Pocatello Regional Airport</u>	<u>TOTAL</u>
Ordinary Income/Expense						
Income						
Interest Income	34.95	1,866.60	16.41	3.72	9.94	1,931.62
Personal Property tax replace	0.00	23,003.35	6,043.21	404.91	1,262.85	30,714.32
Property Taxes	0.00	702,499.56	76,921.16	8,461.79	53,954.65	841,837.16
Rental Income	750.00	0.00	0.00	0.00	0.00	750.00
Total Income	<u>784.95</u>	<u>727,369.51</u>	<u>82,980.78</u>	<u>8,870.42</u>	<u>55,227.44</u>	<u>875,233.10</u>
Gross Profit	784.95	727,369.51	82,980.78	8,870.42	55,227.44	875,233.10
Expense						
Administrative	152.37	0.00	0.00	0.00	0.00	152.37
Total Expense	<u>152.37</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>152.37</u>
Net Ordinary Income	<u>632.58</u>	<u>727,369.51</u>	<u>82,980.78</u>	<u>8,870.42</u>	<u>55,227.44</u>	<u>875,080.73</u>
Net Income	<u><u>632.58</u></u>	<u><u>727,369.51</u></u>	<u><u>82,980.78</u></u>	<u><u>8,870.42</u></u>	<u><u>55,227.44</u></u>	<u><u>875,080.73</u></u>

At month end the Authority had cash on hand of \$6,313,194.84. The checking account balance was \$900,110.04, the savings account was \$2,635,567.20, and cash being held by Zions Trust amounted to \$2,777,517.60.

Pocatello Development Authority recognized above normal financial activity during the month of January. The Authority received revenues totaling \$875,233.10 of which \$1,931.62 was interest earnings on cash invested and property tax interest. Rental income from the Positron Facility was received in the amount of \$750.00. Property tax revenues were received from the North Yellowstone District (\$702,499.56 and \$23,003.35), Naval Ordnance District (\$76,921.16 and \$6,043.21), North Portneuf District (\$8,461.79 and \$404.91) and the Pocatello Airport District (\$53,954.65 and \$1,262.85).

Expenses paid for the month totaled \$152.37. The administrative expenses were \$152.37 for the lunch meetings in January.

Year to date revenues of \$899,041.16 (see page 3) are less than expenses of \$1,679,399.79 so overall net use of reserves is \$780,358.63.

Pocatello Development Authority  
**Profit & Loss by Class**  
 October 2017 through January 2018

	<u>1-General Fund</u>	<u>3-North Yellowstone</u>	<u>4-Naval Ordnance</u>	<u>6-North Portneuf</u>	<u>7-Pocatello Regional Airport</u>	<u>TOTAL</u>
<b>Ordinary Income/Expense</b>						
<b>Income</b>						
Interest Income	152.94	6,221.67	32.68	3,196.44	19.82	9,623.55
Personal Property tax replace	0.00	23,003.35	6,043.21	404.91	1,262.85	30,714.32
Property Taxes	0.00	702,499.56	76,921.16	22,327.92	53,954.65	855,703.29
Rental Income	3,000.00	0.00	0.00	0.00	0.00	3,000.00
<b>Total Income</b>	<u>3,152.94</u>	<u>731,724.58</u>	<u>82,997.05</u>	<u>25,929.27</u>	<u>55,237.32</u>	<u>899,041.16</u>
<b>Gross Profit</b>	3,152.94	731,724.58	82,997.05	25,929.27	55,237.32	899,041.16
<b>Expense</b>						
Administrative	750.95	0.00	0.00	0.00	0.00	750.95
Dues and Memberships	1,450.00	0.00	0.00	0.00	0.00	1,450.00
Economic Grants Issued	1,650,000.00	0.00	0.00	0.00	0.00	1,650,000.00
Professional Services						
Other Professional Services	16,434.84	0.00	0.00	10,764.00	0.00	27,198.84
<b>Total Professional Services</b>	<u>16,434.84</u>	<u>0.00</u>	<u>0.00</u>	<u>10,764.00</u>	<u>0.00</u>	<u>27,198.84</u>
<b>Total Expense</b>	<u>1,668,635.79</u>	<u>0.00</u>	<u>0.00</u>	<u>10,764.00</u>	<u>0.00</u>	<u>1,679,399.79</u>
<b>Net Ordinary Income</b>	-1,665,482.85	731,724.58	82,997.05	15,165.27	55,237.32	-780,358.63
<b>Net Income</b>	<u>-1,665,482.85</u>	<u>731,724.58</u>	<u>82,997.05</u>	<u>15,165.27</u>	<u>55,237.32</u>	<u>-780,358.63</u>

**AGENDA ITEM  
NO. 4**

# Fred Meyer

What's on your list today?

Now Hiring!  
Apply at [jobs.fredmeyer.com](http://jobs.fredmeyer.com)

800 Yellowstone Ave.

208-239-4000  
YOUR CASHIER WAS CHEC 515

1 @ 2/4.00  
7920014211 SWTRT GUMMY 2.00 B  
3400020957 HERSHEY MIX 6.99 B  
/164943700 PADLOCK 7.99 I  
REWARDS CARD \*\*\*\*\*140/  
TAX 1.02

\*\*\*\* BALANCE 18.00  
Pocatello ID 83201  
VISA CREDIT Purchase  
\*\*\*\*\*3478 - C

REF#: 04177D TOTAL: 18.00  
AID: A0000000031010  
TC: D207607C301EA451

VISA 18.00  
CHANGE 0.00

TOTAL NUMBER OF ITEMS SOLD = 3

Look for phulbin  
Road property

Reimburse Melanie  
Gygli

**ELAM & BURKE**  
ATTORNEYS AT LAW

251 East Front Street, Suite 300  
Post Office Box 1539  
Boise, Idaho 83701  
Telephone 208 343-5454  
Fax 208 384-5844

Tax Id No. 82-0451327

Pocatello Development Authority  
Attn: Melanie Gygli  
City of Pocatello  
P.O. Box 4169  
Pocatello, ID 83205

January 31, 2018

Invoice # 171769

Billing Atty - RPA

FOR PROFESSIONAL SERVICES RENDERED

From January 2, 2018 Through January 31, 2018

RE: Northgate Plan

CLIENT/MATTER: 09212-00001

	HOURS		AMOUNT
1/02/18	MSC .20	Review file status and review email correspondence from consultant related to finalizing the eligibility study. Note next meeting date and follow up internally re same.	40.00
1/02/18	RPA .20	Follow up on the eligibility report, next steps and schedule.	40.00
1/03/18	MSC .30	Review correspondence from PDA representative concerning status of the eligibility report. Review board meeting schedule in preparation for drafting a response. Review additional communication from the consultant as to status. Draft email correspondence to client re same and thoughts concerning next steps.	60.00
1/03/18	RPA .30	Review changes to the eligibility report and assessed valuation information. Consider additional edits.	60.00
1/04/18	MSC .40	Review proposed final draft of eligibility study from consultant and make final comments re same.	80.00
1/05/18	MSC 2.40	Work on drafting a revised and updated timeline for the plan approval process. Work on finalizing comments to the draft eligibility study, and draft email to consultant re same.	480.00
1/05/18	RPA .80	Review and edit latest draft of the eligibility report. Outline next steps and schedule.	160.00
1/07/18	MSC .20	Review correspondence from consultant re additional revisions to the eligibility study.	40.00

PAGE 1

**ELAM & BURKE**  
ATTORNEYS AT LAW

251 East Front Street, Suite 300  
Post Office Box 1539  
Boise, Idaho 83701  
Telephone 208 343-5454  
Fax 208 384-5844

Tax Id No. 82-0451327

RE: Northgate Plan

CLIENT/MATTER: 09212-00001  
January 31, 2018  
Invoice # 171769

			Review follow up email communications related to confirmation of data included in the eligibility study.	
1/07/18	RPA	.70	Review revised timeline for approval and outline of steps for consideration by the Agency Board and City Council. Review the latest draft of the eligibility report.	140.00
1/08/18	MSC	2.40	Review and provide final comments on the draft eligibility report. Work on drafting and revising the draft PDA resolution accepting the eligibility report.	480.00
1/08/18	RPA	.40	Review additional revisions to the eligibility report. Review assessment update.	80.00
1/09/18	MSC	1.50	Work on preparing the ag consent form. Prepare for meeting with consultant to discuss status and next steps. Meet and confer with the consultant re same.	300.00
1/09/18	RPA	1.50	Meet with Phil Kushlan and Meghan Conrad. Revise the draft eligibility report. Review and edit the approval resolution.	300.00
1/10/18	MSC	1.00	Work on finalizing the agency resolution approving the eligibility study. Work on drafting an email to PDA Chair, staff and city attorney re eligibility study and the corresponding resolution, plus revised timeline and the ag consent form.	200.00
1/10/18	RPA	.20	Review additional changes to the eligibility report and coordinate next steps.	40.00
1/15/18	MSC	.20	Review status of last communication to the Board and staff concerning the eligibility study. Draft follow up email correspondence to Ms. Gygli re same.	40.00
1/15/18	RPA	.20	Follow up on action for the board concerning eligibility report. Coordinate input from Phil Kushlan and changes to the report.	40.00
1/16/18	MSC	.20	Review email correspondence from Melanie Gygli concerning the upcoming agency board meeting and additional inquiries concerning the eligibility study. Draft response re same. Draft follow up	40.00

PAGE 2

**ELAM & BURKE**  
ATTORNEYS AT LAW

251 East Front Street, Suite 300  
Post Office Box 1539  
Boise, Idaho 83701  
Telephone 208 343-5454  
Fax 208 384-5844

Tax Id No. 82-0451327

RE: Northgate Plan

CLIENT/MATTER: 09212-00001  
January 31, 2018  
Invoice # 171769

			email correspondence to the consultant advising of the meeting status and next steps.	
1/16/18	RPA	.20	Coordinate attendance via phone conference for board meeting. Outline pending issues.	40.00
1/17/18	MSC	1.20	Prepare for board meeting re eligibility study. Attend and participate in the PDA board meeting.	240.00
1/17/18	RPA	1.20	Review additional changes to the eligibility report. Prepare for and attend board meeting via conference call to consider the approval of the report with Meghan Conrad and Phil Kushlan. Outline next steps for city and county approval, content of the plan and schedule.	240.00
1/21/18	MSC	.20	Review and follow up on email communications concerning updated drafts of the eligibility study, including PDA comments.	40.00
1/21/18	RPA	.10	Address additional changes to the eligibility report and approval by the County and the City.	20.00
1/23/18	RPA	.30	Review additional changes to the eligibility report. Consider schedule for approval by the city council and the county commissioners.	60.00
1/25/18	MSC	1.00	Work on drafting the Bannock County resolution adopting the PDA Resolution accepting the eligibility study. Draft email correspondence to client requesting additional information.	200.00
1/26/18	MSC	.10	Review correspondence from Melanie Gygli concerning county and city council meetings to review, accept and adopt the eligibility study.	20.00
1/26/18	RPA	.10	Follow up on County Commissioners resolution.	20.00
1/29/18	RPA	.20	Follow up on county commissioners resolution and city council resolution.	40.00
1/30/18	MSC	.40	Review and respond to email correspondence from Ms. Gygli re public meeting schedule and pending tasks.	80.00
1/30/18	RPA	.20	Confirm schedule and attendance for County Commissioner meeting. Review and comment on draft resolution.	40.00
PROFESSIONAL FEES				3,660.00

PAGE 3

**ELAM & BURKE**  
ATTORNEYS AT LAW

251 East Front Street, Suite 300  
Post Office Box 1539  
Boise, Idaho 83701  
Telephone 208 343-5454  
Fax 208 384-5844

Tax Id No. 82-0451327

RE: Northgate Plan

CLIENT/MATTER: 09212-00001  
January 31, 2018  
Invoice # 171769

Timekeeper	Staff	Rate	Hours	Amount	Non-Chargeable Hours	Amount
Armbruster, Ryan P.	Shareholder	200.00	6.60	1,320.00	.00	.00
Conrad, Meghan S.	Shareholder	200.00	11.70	2,340.00	.00	.00
			18.30	3,660.00	.00	.00

COSTS ADVANCED	QTY	RATE	AMOUNT
Kushlan Associates (eligibility report preparation and research; 10/20/17 - 12/29/17)			8,812.50
Copies	9.00	.15	1.35
Color Copies	80.00	.25	20.00
TOTAL COSTS ADVANCED			8,833.85

INVOICE TOTAL	12,493.85
BALANCE FORWARD	1,380.00
BALANCE DUE	13,873.85

**Zions Bank***\*We Haven't Forgotten Who Keeps Us In Business***INVOICE**

Mark Henson  
 Zions Bank Corporate Trust  
 800 W. Main Street, Ste. 700  
 Boise, ID 83702

DATE: JANUARY 10, 2018

Phone 208-501-7538 Fax 855-855-9705

**To:**

Pocatello Development Authority  
 Attn: Joyce Stroschein  
 P.O. Box 4169  
 Pocatello, ID 83201

**Account:**

Pocatello Development Authority Revenue  
 Allocation (Tax Increment) Refunding Bonds,  
 2012 Series  
 No. 7110526

**DUE UPON RECEIPT**

DESCRIPTION	AMOUNT
Annual Trustee Fee	\$2,000.00
TOTAL	\$2,000.00

**Please send a check to the following address:**

Zions Bank Corporate Trust  
 800 W. Main Street, Ste. 700  
 Boise, ID 83702

**or****Send a wire to:**

ZB, NA dba Zions Bank  
 ABA: 124000054  
 Account No. 080000516  
 Account name: Corporate Trust  
 Ref: Account No. (enter account number above) Fee

If you have any questions concerning this invoice, contact:

Mark Henson  
 208-501-7538  
[mark.henson@zionsbank.com](mailto:mark.henson@zionsbank.com)



**IDAHO STATE PUBLISHING**  
 PO BOX 431  
 POCA TELLO ID 83204

(208) 232-4161

Fax(208) 233-1642

Advertising Invoice

1  Billing Period 02/2018		2  Advertiser/Client Name CITY OF POCA TELLO PLANNING & D	
23  Total Amount Due 72.05		*Unapplied Amount	3  Terms of Payment
21  Current Net Amount Due N/A	22  30 Days N/A	60 Days N/A	Over 90 Days N/A
4  Page Number 1	5  Billing Date 02/13/18	6  Billed Account Number 1092757	7  Advertiser/Client Number 360087

8  Billed Account Name and Address CITY OF POCA TELLO PLANNING & D P.O. BOX 4169 POCA TELLO ID 83205		Amount Paid:  Comments:	
---	--	-------------------------------	--

Please Return Upper Portion With Payment

10  Date	11  Reference	12 13 14  Description-Other Comments/Charges	15  SAU Size 16  Billed Units	17  Times Run 18  Rate	19  Gross Amount	20  Net Amount
02/13/18	1726996 L2	LN25005 POCA TELLO DEV POCA TELLO DEVELOPMENT 02/13 ISJ	2X 45.00 90.00	1 46.80	72.05	72.05

Due date: 02/28/18

**Statement of Account** - Aging of Past Due Amounts

21  Current Net Amount Due N/A	22  30 Days N/A	60 Days N/A	Over 90 Days N/A	*Unapplied Amount	23  Total Amount Due 72.05
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**IDAHO STATE PUBLISHING**

(208) 232-4161

\* UNAPPLIED AMOUNTS ARE INCLUDED IN TOTAL AMOUNT DUE

24  Invoice Number 1092757		25  Billing Period 02/2018		Advertiser Information	
6  Billed Account Number 360087		7  Advertiser/Client Number 360087	2  Advertiser/Client Name CITY OF POCA TELLO PLANNING & DEVELOPMENT		

**AGENDA ITEM  
NO. 7**

# Pocatello Development Authority & Petersen Inc.

Status Update

December 31, 2017



# PDA Agreement

- Grant, Loan and guarantee terms contingent on Petersen Inc. performance
  - 50 full time employees
  - Period of fifteen years – Beginning 3/1/2011 thru 3/1/2026
  - Minimum wage of \$14.00/hour

*Regional  
Development Alliance, Inc.*

*East Idaho's Partner in Growth*



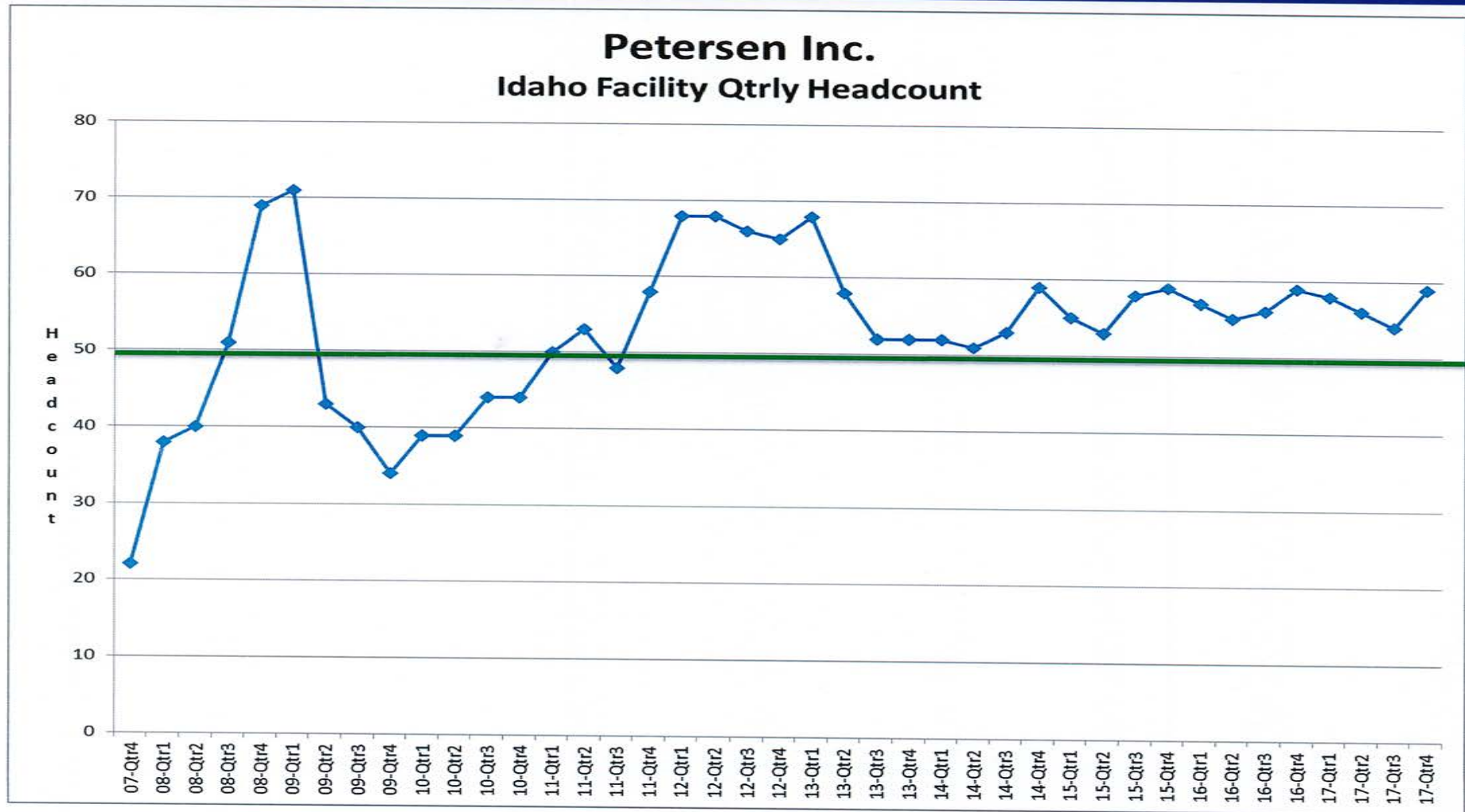
# Current Conditions

- Work has been steady all year.
- Several good bids in the works with positive outlook
- Future bright, commitment strong
- Currently 59 heads on roll
  - 55 heads at/over \$14.00 per hour
  - Average wage of \$22.92 per hour

*East Idaho's Partner in Growth*



# Current Conditions



# PROOF OF PUBLICATION

STATE OF IDAHO  
County of Bannock

LN25005

KAREN MASON

**POCATELLO DEVELOPMENT  
AUTHORITY**

**NOTICE OF FILING OF 2017 ANNUAL  
REPORT AND PUBLIC MEETING TO  
REPORT FINDINGS AND TAKE  
PUBLIC COMMENT**

Notice is hereby given that the Pocatello Development Authority, an urban renewal agency (the "Agency"), will hold a meeting on Wednesday, February 21, 2018, at the hour of 11:00 a.m., in the Paradise Conference Room at Pocatello City Hall, 911 North 7th, Pocatello, Idaho, to present its 2017 Annual Report of activities and to take comments from the public regarding those activities pursuant to Idaho Code §50-2006(c). A copy of the 2017 Annual Report was filed with the City of Pocatello and is available at the office of the City Clerk for examination during regular business hours. Persons wishing to examine a copy of the Agency's 2017 Annual Report or requesting other information may also contact Melanie Gygli, Interim Executive Director for the Pocatello Development Authority, at the City of Pocatello Planning & Development Services Department at 208-234-6583.

City Hall is accessible to persons with disabilities. Program access accommodations may be provided with three (3) days' advance notice by contacting Dave Hunt at [dhunt@pocatello.us](mailto:dhunt@pocatello.us), 208.234.6248, or 5815 South 5th Avenue, Pocatello, Idaho.

February 13, 2018  
LN25005

being first duly sworn on oath deposes and says: that SHE was at all times herein mention a citizen of the United States of America more than 21 years of age, and the Principal Clerk of the Idaho State Journal, a daily newspaper, printed and published at Pocatello, Bannock County Idaho and having a general circulation therein.

That the document or notice, a true copy of which is attached, was published in the said IDAHO STATE JOURNAL, on the following dates, to-wit:

Feb. 13 2018 Feb. 2018  
Feb. 2018 Feb. 2018  
Feb. 2018 Feb. 2018  
Feb. 2018 Feb. 2018

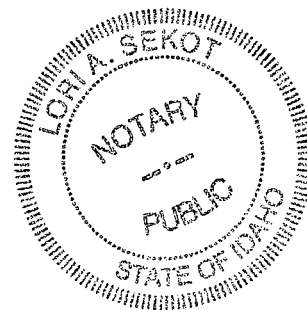
That said paper has been continuously and uninterruptedly published in said County for a period of seventy-eight weeks prior to the publication of said notice of advertisement and is a newspaper within the meaning of the laws of Idaho.

STATE OF IDAHO  
COUNTY OF BANNOCK

On this 13th. of Feb. in the year of 2018, before me, a Notary Public, personally appeared KAREN MASON Known or identified to me to be the person whose name subscribed to the within instrument, and being by me first duly sworn declared that the statements therein are true, and acknowledge to me that he executed the same.

Notary of Public

*Lori A. Sekot*  
Residing at Arimo exp. 3/3/2021



## Gygli, Melanie

---

**From:** Gygli, Melanie  
**Sent:** Wednesday, February 7, 2018 8:01 AM  
**To:** 'IDAHO STATE PUBLISHING'  
**Subject:** RE: Confirmation: Ad 1726996 for CITY OF POCATELLO PLANNING & DEVELOPMENT SERVICES

Looks good. Thank you.

Melanie Gygli  
Director, Planning & Development Services City of Pocatello | P O Box 4169 | Pocatello ID 83205  
Ph: 208-234-6583 | Fax: 208-234-6586

-----Original Message-----

**From:** IDAHO STATE PUBLISHING [mailto:ldavie@journalnet.com]  
**Sent:** Tuesday, February 6, 2018 6:25 PM  
**To:** Gygli, Melanie <mgygli@pocatello.us>  
**Cc:** ldavie@journalnet.com  
**Subject:** Confirmation: Ad 1726996 for CITY OF POCATELLO PLANNING & DEVELOPMENT SERVICES

Hi Melanie,

Attached is a proof of your ad. Please check for any errors or corrections. Ad will publish as shown unless otherwise directed. Thank you.

---

IDAHO STATE PUBLISHING  
PO BOX 431  
POCATELLO ID 83204  
(208)232-4161

ORDER CONFIRMATION

Salesperson: LORI DAVIE

Printed at 02/06/18 17:24 by lda20

Acct #: 360087

Ad #: 1726996

Status: N

CITY OF POCATELLO PLANNING & DEVELOPME  
P.O. BOX 4169  
POCATELLO ID 83205

Start: 02/13/2018 Stop: 02/13/2018  
Times Ord: 1 Times Run: \*\*\*  
STDP 2.00 X 45.00 Words: 196  
Total STDP 90.00  
Class: 0001 LEGAL NOTICES  
Rate: L2 Cost: 72.05  
# Affidavits: 1

Contact: MELANIE GYGLI  
Phone:  
Fax#:  
Email: mgygli@pocatello.us  
Agency:

Ad Descript: LN25005 POCATELLO DEV  
Given by: \*  
Created: lda20 02/06/18 17:19  
Last Changed: lda20 02/06/18 17:23

COMMENTS:

02/06/18 Melanie Gygli emailed ad, sent proof ld

PUB	ZONE	EDT	TP	START	INS	STOP	SMTWTFS
ISJ	A	96	S	02/13			

AUTHORIZATION

Under this agreement rates are subject to change with 30 days notice. In the event of a cancellation before schedule completion, I understand that the rate charged will be based upon the rate for the number of insertions used.

\_\_\_\_\_  
Name (print or type)

\_\_\_\_\_  
Name (signature)

(CONTINUED ON NEXT PAGE)

IDAHO STATE PUBLISHING  
PO BOX 431  
POCATELLO ID 83204  
(208)232-4161

ORDER CONFIRMATION (CONTINUED)

Salesperson: LORI DAVIE

Printed at 02/06/18 17:24 by lda20

Acct #: 360087

Ad #: 1726996

Status: N

**POCATELLO DEVELOPMENT  
AUTHORITY**

**NOTICE OF FILING OF 2017 ANNUAL  
REPORT AND PUBLIC MEETING TO  
REPORT FINDINGS AND TAKE  
PUBLIC COMMENT**

Notice is hereby given that the Pocatello Development Authority, an urban renewal agency (the "Agency"), will hold a meeting on Wednesday, February 21, 2018, at the hour of 11:00 a.m., in the Paradise Conference Room at Pocatello City Hall, 911 North 7th, Pocatello, Idaho, to present its 2017 Annual Report of activities and to take comments from the public regarding those activities pursuant to Idaho Code §50-2006(c). A copy of the 2017 Annual Report was filed with the City of Pocatello and is available at the office of the City Clerk for examination during regular business hours. Persons wishing to examine a copy of the Agency's 2017 Annual Report or requesting other information may also contact Melanie Gygli, Interim Executive Director for the Pocatello Development Authority, at the City of Pocatello Planning & Development Services Department at 208-234-6583.

City Hall is accessible to persons with disabilities. Program access accommodations may be provided with three (3) days' advance notice by contacting Dave Hunt at [dhunt@pocatello.us](mailto:dhunt@pocatello.us), 208.234.6248, or 5815 South 5th Avenue, Pocatello, Idaho.

February 13, 2018  
LN25005

**POCATELLO DEVELOPMENT AUTHORITY  
NOTICE OF FILING of 2017 ANNUAL REPORT and  
PUBLIC MEETING TO REPORT FINDINGS AND TAKE PUBLIC COMMENT**

Notice is hereby given that the Pocatello Development Authority, an urban renewal agency (the "Agency"), will hold a meeting on Wednesday, February 21, 2018, at the hour of 11:00 a.m., in the Paradise Conference Room at Pocatello City Hall, 911 North 7th, Pocatello, Idaho, to present its 2017 Annual Report of activities and to take comments from the public regarding those activities pursuant to Idaho Code §50-2006(c). A copy of the 2017 Annual Report was filed with the City of Pocatello and is available at the office of the City Clerk for examination during regular business hours. Persons wishing to examine a copy of the Agency's 2017 Annual Report or requesting other information may also contact Melanie Gygli, Interim Executive Director for the Pocatello Development Authority, at the City of Pocatello Planning & Development Services Department at 208-234-6583.

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\*\*\*\*\*

Publication: Tuesday, February 13, 2018

**POCATELLO DEVELOPMENT AUTHORITY**  
**Report to the Pocatello City Council**  
**February 8, 2018**

The annual report to the City Council was held at 9:00 a.m. in the City Council Chambers at Pocatello City Hall. PDA Board Members present were Brian Blad, Larry Fisher, Jim Johnston, and Scott Smith. A quorum of the Board was not present; therefore, minutes were not taken.

By: Melanie Gygli  
Melanie Gygli, Interim Executive Director



**OFFICE OF THE MAYOR**  
911 North 7th Avenue  
P. O. Box 4169  
Pocatello, Idaho 83205-4169

Office: (208) 234-6163  
Fax: (208) 234-6297  
[www.pocatello.us](http://www.pocatello.us)

**BRIAN C. BLAD**  
Mayor

**Pocatello City Council:**

HEIDI ADAMSON  
ROGER BRAY  
STEVE BROWN  
RICK CHEATUM  
W. JAMES JOHNSTON  
LINDA LEEUWRIK

## **NOTICE OF POSSIBLE QUORUM**

### **POCATELLO DEVELOPMENT AUTHORITY**

Notice is hereby given that there is a possibility a quorum of the Pocatello Development Authority Board could be present Thursday, February 8, 2018 at 9 a.m., which would constitute a formal meeting of the Board. The purpose of the possible quorum is to attend the Study Session with the Pocatello City Council.

The meeting will be held in the Council Chambers, 911 North 7<sup>th</sup> Avenue.

Submitted by:  
Melanie Gygli, PDA Interim Executive Director  
February 5, 2018

City Hall is accessible to persons with disabilities. Program access accommodations may be provided with three (3) days' advance notice by contacting Dave Hunt at [dhunt@pocatello.us](mailto:dhunt@pocatello.us); 208.234.6248 or 5815 South 5<sup>th</sup> Avenue, Pocatello, ID.

**AN EQUAL OPPORTUNITY EMPLOYER  
VETERAN'S PREFERENCE**

## Gygli, Melanie

---

**From:** Nichols, Anne  
**Sent:** Friday, February 2, 2018 8:16 AM  
**To:** Gygli, Melanie; Blad, Brian  
**Subject:** FW: Process for help with development

**From:** Tanner Hernandez [mailto:sold@primetimeauctions.com]  
**Sent:** Thursday, February 01, 2018 3:54 PM  
**To:** Nichols, Anne  
**Subject:** Process for help with development

Hello, I am wondering what type of application processes we could go through to get potential help improving the South Side of town?

We have many ideas and are trying to make something happen. We have a potential tenant that wants to open at 3380 S 5th. What services are offered and how do we see if any of them fit?

Thank you,

**PRIME TIME  
AUCTIONS**  
• BID ONLINE & LIVE •

**Tanner Hernandez**  
sold@primetimeauctions.com  
3400 South 5th Ave. Pocatello, ID 83204  
C: (208) 221-9285 O: (208) 232-4912  
www.primetimeauctions.com bid today!

Find us on [Linked In](#) [Facebook](#) [Twitter](#) [You Tube](#)