

POCATELLO DEVELOPMENT AUTHORITY
Board of Commissioners Meeting
January 15, 2020 – 11:00 a.m.
Paradise Conference Room – Pocatello City Hall

City Hall is accessible to persons with disabilities. Program access accommodations may be provided with three days' advance notice by contacting Skyler Beebe at sbeebe@pocatello.us, 208.234.6248, or 5815 South 5th 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, DISCLOSURE OF CONFLICT OF INTEREST, AND ACKNOWLEDGMENT OF GUESTS.**
- 2. ACTION ITEM – Approval of the Agenda.**
- 3. ACTION ITEM – Minutes.** The Board may wish to waive the oral reading of the minutes and approve the minutes from the Board of Commissioners Regular Meeting held December 18, 2019. *See attached document.*
- 4. ACTION ITEM – Financial Report.** A financial report for the PDA will be provided by PDA Treasurer. The Board may wish to approve the financial report. *See attached document.*
- 5. ACTION ITEM – Expense Payments & Reimbursements.** The Board may wish to approve the payment or reimbursement of the following PDA expenses:
 - a. \$80.00 from General Fund to Elam & Burke for legal fees re: Northgate Plan
 - b. \$100.00 from North Portneuf District Fund to Stacey & Parks for legal services re: North Portneuf TIF District
 - c. \$25.67 from General Fund to Melanie Gygli as reimbursement for drinks and a portion of the 12/18/19 lunch cost
- 6. ACTION ITEM –** The Board may wish to authorize payment to the City of Pocatello of \$5,187.75 for staff services for the period 10/1/19 through 12/31/19.
- 7. ACTION ITEM – Potential TIF District.** Tanner Hernandez will present additional information for a potential urban renewal area/revenue allocation district in the South 5th area. *See attached documents.*
- 8. ACTION ITEM – North Portneuf TIF District.**
 - a. The Board may wish to consider scheduling a public hearing for a budget amendment to create sufficient authority for expenditure of funds from sale of the “Hoku” property. Funds received from the sale will be allocated to the general fund and the North Portneuf District fund to repay the amounts expended originally, as well as final reimbursement to the City of the original property cost.
 - b. The Board may wish to discuss with representatives from Portneuf Capital their plans for redevelopment of the property.
- 9. EXECUTIVE SESSION - Potential Economic Development Opportunity.** The board may approve participation in an executive session as outlined in 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.
- 10. REPORT – Airport TIF District.** The Board may receive an update on the potential development within the Pocatello Regional Airport TIF District.
- 11. 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.
- 12. ADJOURN.**

**AGENDA ITEM
NO. 3**

**POCATELLO DEVELOPMENT AUTHORITY
MEETING MINUTES
November 20, 2019**

Members present: Brian Blad (11:20 a.m.), Chad Carr, Jim Johnston, Rob Lion, Thomas Ottaway, Scott Smith, Terrel Tovey, Scott Turner, and David Villarreal

Others present: Melanie Gygli, Interim Executive Director; Jared Johnson, Pocatello City Attorney; Merrill Quayle, Pocatello Public Works Development Engineer; Carl Anderson, Pocatello Senior Planner; John Regetz, Bannock Development Corporation; Heidi Adamson, Pocatello City Council; Tanner Hernandez, Mitch Greer, Prime Time Auctions; other members of the public

Agenda Item No. 1: Call to Order and Disclosure of Conflicts of Interest. Chair Scott Smith called the meeting to order to 11:00 a.m. No conflicts were disclosed at this time.

Agenda Item No. 2: Approval of the Agenda. Upon MSC (J. Johnston, T. Tovey) the agenda was approved.

Agenda Item No. 3: Minutes. The minutes of the Regular Meeting of November 20, 2019 were considered. It was then MSC (J. Johnston, T. Tovey) to approve the minutes as presented.

Agenda Item No. 4: Financial Report. Because of the Treasurer's absence, the November financial report will be presented at the next meeting. Gygli noted the Hoku sale closed, and \$1.25 million has been deposited to the PDA's account (the only cost being the \$15.00 wire fee).

Agenda Item No. 5: Payment Requests/Reimbursements and Agenda Item No. 7 – Naval Ordnance Plant District. The Chair asked that these agenda items be considered together. The following invoices were considered for payment:

- a. \$430.00 from General Fund to Elam & Burke for legal fees re: Special Counsel General
- b. \$5,800.00 from North Portneuf District Fund to Stacey & Parks for legal services re: North Portneuf TIF District.
- c. \$31,171.00 from Naval Ordnance Plant District to Superior Asphalt

Gygli reviewed the payment requests, stating the invoices accurately reflect work performed or goods and services provided, and are appropriate for payment. It was then MSC (T. Tovey, R. Lion) to approve the payment requests.

Agenda Item No. 6: Appointment of Deputy Treasurer. Gygli explained the City has hired a new Deputy CFO, Bonny Schroeder. One of the deputy CFO's duties is to act as the PDA's treasurer in her absence. This is a position called out in the Board's Bylaws and so requires formal action.

Following brief discussion, it was MSC (J. Johnston, T. Tovey) to appoint Bonny Schroeder as the Board's Deputy Treasurer.

Agenda Item No. 8: Potential TIF District. Gygli provided an overview of a potential TIF district on South 5th to include property near the I-15 off-ramp. She distributed additional information just provided by Tanner Hernandez with larger boundaries and potential projects and costs. Hernandez explained his proposal, which potentially includes a Maverik store on property adjacent the off-ramp (still doing due diligence and a traffic study) and a new location for Prime Time. Other new businesses that could be included in an urban renewal area are proposed self-storage and a manufactured home business near Bengal Creek. Proposed projects range from putting cables underground to a traffic light at the off-ramp.

Lengthy discussion followed regarding what properties might be included; whether sufficient increment would be created by the potential new businesses to fund the desired improvements; Idaho Code requirements for creating an urban renewal area; companies that might follow the initial "anchor" development. The consensus was that the idea is worth exploring further, but a better idea of potential increment and firmer costs of proposed projects will be needed before a determination can be made on a potential plan's feasibility. Hernandez was encouraged to reach out to the

Chair and Gygli for assistance. Gygli will provide a copy of the feasibility study done for the Northgate plan development to show the kind of information that is needed. This item will be included on future agendas for discussion.

Agenda Item No. 9: North Portneuf TIF District. Gygli reported the property sale closed, at the agreed price of \$1.25 million and all closing costs and back taxes were paid. The funds will be credited to either the general fund or the North Portneuf fund, in accordance to where the property purchase money originated (Gygli will research). Consideration of payment of the remainder owed to the City (which may require a budget amendment) will be added to a future agenda.

Board members discussed how to move forward with this URA, and whether it would be better to close the existing district and open a new area. The current plan does not expire until 2030 and there are still projects listed in the original plan that could be completed. Whether those projects are useful for the new owners and the development they anticipate is unknown. Gygli will contact Portneuf Capital for discussion on their plans and how or whether this URA still is useful.

Agenda Item No. 10: Calendar Review.

--2020 Meeting Calendar: Gygli presented the meeting schedule for 2020. She noted the hearing on the annual report will be 2/19/20 and the work session with the City Council will be 2/13/20.

--Educating Legislators: Turner raised the issue of needing to educate area legislators on the use and importance of urban renewal and TIF districts. Board members discussed the need to show the successes that the PDA has had, suggesting a one-page description of the PDA's work, in addition to the information that will be provided by the RAI.

--Educational Infographic: Lion said he is working on the educational infographic. He will send information out to the group for review and input.

--Frigitek: Regetz stated the cold storage and transload projects are still moving forward, site layout work is being done, and the Idaho Economic Development Council and Department of Commerce are considering applications for assistance.

Adjournment: There being no further business, the meeting adjourned at approximately 12:01 p.m.

By: 
Melanie Gygli, Interim Executive Director/Secretary

AGENDA ITEM

NO. 4

Pocatello Development Authority
Balance Sheet by Class
As of November 30, 2019

	1-General Fund	3-North Yellowstone	4-Naval Ordnance	6-North Portneuf	7-Pocatello Regional Airport	TOTAL
ASSETS						
Current Assets						
Checking/Savings						
ICCU Checking	835,112.89	0.00	980,807.81	391,338.07	610,072.54	2,817,331.31
ICCU Savings	25.00	0.00	0.00	0.00	0.00	25.00
Total Checking/Savings	835,137.89	0.00	980,807.81	391,338.07	610,072.54	2,817,356.31
Other Current Assets						
Accrued Interest Income	23,932.63	4,424.57	173.37	66.68	100.00	28,697.25
Property Tax Receivable	0.00	98,168.01	0.00	201,165.23	0.00	299,333.24
Undeposited Funds	5,250.00	0.00	0.00	0.00	0.00	5,250.00
Total Other Current Assets	29,182.63	102,592.58	173.37	201,231.91	100.00	333,280.49
Total Current Assets	864,320.52	102,592.58	980,981.18	592,569.98	610,172.54	3,150,636.80
Other Assets						
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
Total Other Assets	500,779.00	0.00	0.00	0.00	0.00	500,779.00
TOTAL ASSETS	1,365,099.52	102,592.58	980,981.18	592,569.98	610,172.54	3,651,415.80
LIABILITIES & EQUITY						
Liabilities						
Current Liabilities						
Other Current Liabilities						
Acct Payable	18,311.63	0.00	0.00	6,964.31	0.00	25,275.94
Security Deposit	0.00	0.00	0.00	200,000.00	0.00	200,000.00
Total Other Current Liabilities	18,311.63	0.00	0.00	206,964.31	0.00	225,275.94
Total Current Liabilities	18,311.63	0.00	0.00	206,964.31	0.00	225,275.94
Long Term Liabilities						
Deferred Interest Receivable	23,632.57	0.00	0.00	0.00	0.00	23,632.57
Deferred Notes Receivable Rev	76,000.00	0.00	0.00	0.00	0.00	76,000.00
Deferred Tax Revenues	0.00	10,399.03	0.00	201,025.90	0.00	211,424.93
Total Long Term Liabilities	99,632.57	10,399.03	0.00	201,025.90	0.00	311,057.50
Total Liabilities	117,944.20	10,399.03	0.00	407,990.21	0.00	536,333.44
Fund Balance						
Fund Balance	1,201,811.65	92,193.55	980,337.44	187,966.91	609,783.59	3,072,093.14
Net Income	45,343.67	0.00	643.74	-3,387.14	388.95	42,989.22
Total Fund Balance	1,247,155.32	92,193.55	980,981.18	184,579.77	610,172.54	3,115,082.36
TOTAL LIABILITIES & FUND BALANCE	1,365,099.52	102,592.58	980,981.18	592,569.98	610,172.54	3,651,415.80

Pocatello Development Authority
Profit & Loss by Class
November 2019

	<u>1-General Fund</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	189.32	269.41	109.22	160.19	728.14
Proceeds from sale of property	124,082.50	0.00	0.00	0.00	124,082.50
Total Income	<u>124,271.82</u>	<u>269.41</u>	<u>109.22</u>	<u>160.19</u>	<u>124,810.64</u>
Gross Profit	124,271.82	269.41	109.22	160.19	124,810.64
Expense					
Administrative	86.77	0.00	0.00	0.00	86.77
Economic Grants Issued	12,096.00	0.00	0.00	0.00	12,096.00
Economic Loans	3,627.08	0.00	0.00	0.00	3,627.08
Professional Services					
Other Professional Services	1,447.50	0.00	803.00	0.00	2,250.50
Total Professional Services	<u>1,447.50</u>	<u>0.00</u>	<u>803.00</u>	<u>0.00</u>	<u>2,250.50</u>
Total Expense	<u>17,257.35</u>	<u>0.00</u>	<u>803.00</u>	<u>0.00</u>	<u>18,060.35</u>
Net Ordinary Income	<u>107,014.47</u>	<u>269.41</u>	<u>-693.78</u>	<u>160.19</u>	<u>106,750.29</u>
Net Income	<u><u>107,014.47</u></u>	<u><u>269.41</u></u>	<u><u>-693.78</u></u>	<u><u>160.19</u></u>	<u><u>106,750.29</u></u>

At month end, the Authority had cash on hand of \$2,817,356.31. The checking account balance was \$2,817,331.31 and the savings account balance was \$25.00

Pocatello Development Authority recognized above average financial activity for the month of November. The Authority received revenues totaling \$124,082.50 of which \$728.14 was interest earnings from cash invested. The Positron Facility was sold to Idaho State University for \$124,082.50.

Expenses paid for the month totaled \$18,060.35. The administrative expenses were \$86.77 for the lunch meeting in November. Economic Grants were issued for \$12,096.00 and Economic Loans were issued for \$3,627.08. Other professional services include \$1,490.50 to Elam & Burke for legal assistance on the North Portneuf TIF District and special counsel and \$760.00 to Stacey & Parks, PLLC for legal assistance on the North Portneuf TIF District.

Year to date revenues of \$126,600.45 (see page 3) are greater than expenses of \$88,861.23, so there is an overall net increase of reserves of \$37,739.22.

Pocatello Development Authority
Profit & Loss by Class
 October through November 2019

	<u>1-General Fund</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	480.47	643.74	254.79	388.95	1,767.95
Proceeds from sale of property	124,082.50	0.00	0.00	0.00	124,082.50
Rental Income	750.00	0.00	0.00	0.00	750.00
Total Income	<u>125,312.97</u>	<u>643.74</u>	<u>254.79</u>	<u>388.95</u>	<u>126,600.45</u>
Gross Profit	125,312.97	643.74	254.79	388.95	126,600.45
Expense					
Administrative	255.60	0.00	57.43	0.00	313.03
Dues and Memberships	1,750.00	0.00	0.00	0.00	1,750.00
Economic Grants Issued	50,234.00	0.00	0.00	0.00	50,234.00
Economic Loans	22,354.20	0.00	0.00	0.00	22,354.20
Professional Services					
Other Professional Services	10,625.50	0.00	3,584.50	0.00	14,210.00
Total Professional Services	<u>10,625.50</u>	<u>0.00</u>	<u>3,584.50</u>	<u>0.00</u>	<u>14,210.00</u>
Total Expense	<u>85,219.30</u>	<u>0.00</u>	<u>3,641.93</u>	<u>0.00</u>	<u>88,861.23</u>
Net Ordinary Income	<u>40,093.67</u>	<u>643.74</u>	<u>-3,387.14</u>	<u>388.95</u>	<u>37,739.22</u>
Net Income	<u><u>40,093.67</u></u>	<u><u>643.74</u></u>	<u><u>-3,387.14</u></u>	<u><u>388.95</u></u>	<u><u>37,739.22</u></u>

Pocatello Development Authority
Balance Sheet by Class
As of December 31, 2019

	1-General Fund	3-North Yellowstone	4-Naval Ordnance	6-North Portneuf	7-Pocatello Regional Airport	TOTAL
ASSETS						
Current Assets						
Checking/Savings						
ICCU Checking	834,772.28	0.00	949,891.99	1,635,626.52	610,224.27	4,030,515.06
ICCU Savings	25.00	0.00	0.00	0.00	0.00	25.00
Total Checking/Savings	834,797.28	0.00	949,891.99	1,635,626.52	610,224.27	4,030,540.06
Other Current Assets						
Accrued Interest Income	23,932.63	4,424.57	173.37	66.68	100.00	28,697.25
Property Tax Receivable	0.00	98,168.01	0.00	201,165.23	0.00	299,333.24
Total Other Current Assets	23,932.63	102,592.58	173.37	201,231.91	100.00	328,030.49
Total Current Assets	858,729.91	102,592.58	950,065.36	1,836,858.43	610,324.27	4,358,570.55
Other Assets						
Inventory - Leasehold	424,779.00	0.00	0.00	0.00	0.00	424,779.00
Land	0.00	0.00	0.00	0.00	0.00	0.00
Note Receivable	76,000.00	0.00	0.00	0.00	0.00	76,000.00
Total Other Assets	500,779.00	0.00	0.00	0.00	0.00	500,779.00
TOTAL ASSETS	1,359,508.91	102,592.58	950,065.36	1,836,858.43	610,324.27	4,859,349.55
LIABILITIES & EQUITY						
Liabilities						
Current Liabilities						
Other Current Liabilities						
Accrued Interest Payable	0.00	0.00	0.00	0.00	0.00	0.00
Acct Payable	18,311.63	0.00	0.00	6,964.31	0.00	25,275.94
Bonds Payable Short Term	0.00	0.00	0.00	0.00	0.00	0.00
Notes Payable Short Term	0.00	0.00	0.00	0.00	0.00	0.00
Security Deposit	0.00	0.00	0.00	200,000.00	0.00	200,000.00
Total Other Current Liabilities	18,311.63	0.00	0.00	206,964.31	0.00	225,275.94
Total Current Liabilities	18,311.63	0.00	0.00	206,964.31	0.00	225,275.94
Long Term Liabilities						
Bonds Payable Long Term	0.00	0.00	0.00	0.00	0.00	0.00
Deferred Interest Receivable	23,632.57	0.00	0.00	0.00	0.00	23,632.57
Deferred Notes Receivable Rev	76,000.00	0.00	0.00	0.00	0.00	76,000.00
Deferred Tax Revenues	0.00	10,399.03	0.00	201,025.90	0.00	211,424.93
Notes Payable Long Term	0.00	0.00	0.00	0.00	0.00	0.00
Total Long Term Liabilities	99,632.57	10,399.03	0.00	201,025.90	0.00	311,057.50
Total Liabilities	117,944.20	10,399.03	0.00	407,990.21	0.00	536,333.44
Equity						
Fund Balance	1,201,811.65	92,193.55	980,337.44	187,966.91	609,783.59	3,072,093.14
Net Income	39,753.06	0.00	-30,272.08	1,240,901.31	540.68	1,250,922.97
Total Equity	1,241,564.71	92,193.55	950,065.36	1,428,868.22	610,324.27	4,323,016.11
TOTAL LIABILITIES & EQUITY	1,359,508.91	102,592.58	950,065.36	1,836,858.43	610,324.27	4,859,349.55

Pocatello Development Authority Profit & Loss by Class

	December 2019				
	1-General Fund	4-Naval Ordnance	6-North Portneuf	7-Pocatello Regional Airport	TOTAL
Ordinary Income/Expense					
Income					
Interest Income	179.31	255.18	103.45	151.73	689.67
Proceeds from sale of property	0.00	0.00	1,250,000.00	0.00	1,250,000.00
Total Income	<u>179.31</u>	<u>255.18</u>	<u>1,250,103.45</u>	<u>151.73</u>	<u>1,250,689.67</u>
Gross Profit	179.31	255.18	1,250,103.45	151.73	1,250,689.67
Expense					
Administrative	89.92	0.00	0.00	0.00	89.92
Bank Fee	0.00	0.00	15.00	0.00	15.00
Capital Construction	0.00	31,171.00	0.00	0.00	31,171.00
Professional Services					
Other Professional Services	430.00	0.00	5,800.00	0.00	6,230.00
Total Professional Services	<u>430.00</u>	<u>0.00</u>	<u>5,800.00</u>	<u>0.00</u>	<u>6,230.00</u>
Total Expense	<u>519.92</u>	<u>31,171.00</u>	<u>5,815.00</u>	<u>0.00</u>	<u>37,505.92</u>
Net Ordinary Income	<u>-340.61</u>	<u>-30,915.82</u>	<u>1,244,288.45</u>	<u>151.73</u>	<u>1,213,183.75</u>
Net Income	<u><u>-340.61</u></u>	<u><u>-30,915.82</u></u>	<u><u>1,244,288.45</u></u>	<u><u>151.73</u></u>	<u><u>1,213,183.75</u></u>

At month end, the Authority had cash on hand of \$4,030,540.06. The checking account balance was \$4,030,515.06 and the savings account balance was \$25.00

Pocatello Development Authority recognized above average financial activity for the month of December. The Authority received revenues totaling \$1,250,689.67 of which \$689.67 was interest earnings from cash invested. The HOKU Property was sold to Portneuf Capital for \$1,250,000.00.

Expenses paid for the month totaled \$37,505.92. The administrative expenses were \$89.92 for the lunch meeting in December. Bank fees for \$15.00 were paid for an incoming wire fee. Capital improvements within the Naval Ordinance fund were \$31,171.00. Other professional services include \$5,800.00 to Stacey & Parks, PLLC for legal assistance on the North Portneuf District and \$430.00 to Elam & Burke for special general counsel.

Year to date revenues of \$1,377,290.12 (see page 3) are greater than expenses of \$126,367.15, so there is an overall net increase of reserves of \$1,250,922.97.

Pocatello Development Authority
Profit & Loss by Class
October through December 2019

	<u>1-General Fund</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	659.78	898.92	358.24	540.68	2,457.62
Proceeds from sale of property	124,082.50	0.00	1,250,000.00	0.00	1,374,082.50
Rental Income	750.00	0.00	0.00	0.00	750.00
Total Income	<u>125,492.28</u>	<u>898.92</u>	<u>1,250,358.24</u>	<u>540.68</u>	<u>1,377,290.12</u>
Gross Profit	125,492.28	898.92	1,250,358.24	540.68	1,377,290.12
Expense					
Administrative	345.52	0.00	57.43	0.00	402.95
Bank Fee	0.00	0.00	15.00	0.00	15.00
Capital Construction	0.00	31,171.00	0.00	0.00	31,171.00
Dues and Memberships	1,750.00	0.00	0.00	0.00	1,750.00
Economic Grants Issued	50,234.00	0.00	0.00	0.00	50,234.00
Economic Loans	22,354.20	0.00	0.00	0.00	22,354.20
Professional Services					
Other Professional Services	11,055.50	0.00	9,384.50	0.00	20,440.00
Total Professional Services	<u>11,055.50</u>	<u>0.00</u>	<u>9,384.50</u>	<u>0.00</u>	<u>20,440.00</u>
Total Expense	<u>85,739.22</u>	<u>31,171.00</u>	<u>9,456.93</u>	<u>0.00</u>	<u>126,367.15</u>
Net Ordinary Income	<u>39,753.06</u>	<u>-30,272.08</u>	<u>1,240,901.31</u>	<u>540.68</u>	<u>1,250,922.97</u>
Net Income	<u><u>39,753.06</u></u>	<u><u>-30,272.08</u></u>	<u><u>1,240,901.31</u></u>	<u><u>540.68</u></u>	<u><u>1,250,922.97</u></u>

**AGENDA ITEM
NO. 5**

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

DECEMBER 31, 2019

Invoice # 183440

Billing Atty - MSC

RE: Northgate Plan

CLIENT/MATTER: 09212-00001

DECEMBER 31, 2019

Invoice # 183440

*** INVOICE SUMMARY PAGE ***

PROFESSIONAL FEES	80.00
COSTS ADVANCED	.00
TOTAL INVOICE	80.00

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

DECEMBER 31, 2019

Invoice # 183440

Billing Atty - MSC

FOR PROFESSIONAL SERVICES RENDERED

From DECEMBER 12, 2019 Through DECEMBER 31, 2019

RE: Northgate Plan

CLIENT/MATTER: 09212-00001

12/12/19 MSC .40 Review email communication from Melanie Gygli 80.00
concerning flow of funds under plan. Draft
follow up email communication re same.

ATTORNEY	RATE	HOURS	AMOUNT	NON-CHARGEABLE	
				HOURS	AMOUNT
Conrad, Meghan S. Shareholder	200.00	.40	80.00	.00	.00
		.40	80.00	.00	.00

COSTS ADVANCED

TOTAL COSTS ADVANCED .00

INVOICE TOTAL 80.00

Stacey & Parks, PLLC
 802 W Bannock Suite LP 110
 BOISE, ID 83702
 United States
 (208) 917-7780

Stacey & Parks, PLLC

Melanie Gygli
 Director, Planning & Development Services City
 of Pocatello
 P O Box 4169
 Pocatello, ID 83205

Balance \$100.00
Invoice # 00212
Invoice Date January 7, 2020
Payment Terms Net 30
Due Date February 06, 2020

Hoku Property Sale

Time Entries

Date	EE	Activity	Description	Rate	Hours	Line Total
12/09/2019	MP	Third Party Communication	Telephone call with attorney for JH Kelly re closing of Hoku and action re potential quiet title and documentation of JH Kelly lease termination.	\$200.00	0.2	\$40.00
12/17/2019	MP	Communication with Opposing Party	Receive email from Chad Hansen re Solargise operating agreement re assistance in removing remaining title exceptions - specifically re JH Kelly lease. Assess records received from Solargise re documentation of signature authority. Draft response to same.	\$200.00	0.3	\$60.00

Totals: 0.5 \$100.00

Time Entry Sub-Total:	\$100.00
Sub-Total:	\$100.00
Total:	\$100.00
Amount Paid:	\$0.00
Balance Due:	\$100.00

WinCo FOODS

The Supermarket Low Price Leader

www.wincofoods.com
1030 Yellowstone Ave
Pocatello, ID 83201
Store #0117

Cashier: SC0 6

12/16/19

17:58:28

WINCO COOKIES	7055200904	4.68 FS
BC SPICE CAKE	1600040998	.68 FS
SUBTOTAL		5.56
TOTAL TAX		.33

TOTAL 5.89

DEBIT CARD TENDER 5.89

C Acct: xxxxxxxxxxxxxx7512

Chip Read

Verified By PIN

Debit

PURCHASE

AID: A0000000042203

TVR: 8000048000

IAD: 0110601001220000000000000000000000000000FF

TSI: 6800

ARC: 00

Mode: Issuer

CASH CHANGE .00

NUMBER OF ITEMS 2

12/16/19 Oper # 896 Trx # 146
17:59:15 Term # 96 Store #0117

THANK YOU FOR SHOPPING AT WINCO

Reimburse Melanie
Gyefi; dessert for
12/18/19 meeting
\$4.68

Fred Meyer FRESH FOR EVERYONE.

Now Hiring!
Apply at jobs.fredmeyer.com

800 Yellowstone Ave.
208-239-4000
YOUR CASHIER WAS Lisa
7800008316 DR PEPPER DT 4.50 B
SC FM SAVINGS 1.39
4900003711 SPRITE ZERO 4.50 B
SC FM SAVINGS 1.39
4900002891 DIET COKE 12 4.50 B
SC FM SAVINGS 1.39
4900002891 DIET COKE 12 4.50 B
SC FM SAVINGS 1.39
1111079068 <+ FMY WATER 2.99 B
SC 10000034614 Save .50 Wat 0.50-B
9795612011 MTSP POINT 19.99 T
9795612011 MTSP POINT 19.99 T
REWARDS CARD *****1407
TAX 3.63
*** BALANCE 64.10
Pocatello ID 83201
VISA CREDIT Purchase
*****6113 - C
REF#: 879760 TOTAL: 64.10
AID: A0000000031010
TC: D053402A559AA6A3

VISA 64.10
CHANGE 0.00
TOTAL NUMBER OF ITEMS SOLD = 7
Fred Meyer Savings \$ 6.06
Total Coupons \$ 6.06
Total Savings (9 Percent) \$ 6.06
12/14/19 10:50AM 260 9 24 3215877

Are Doing!

Reimburse
\$20.99 to
Melanie
Gyger for
drinks.

AGENDA ITEM

NO. 7

SUMMARY OF KEY FINDINGS/RECOMMENDATIONS

The following is a summary of key findings and recommendations:

- The SB I-15 Ramp / 5th Avenue intersection is currently operating at LOS F during the evening peak hour.
 - Recommendation: That a traffic signal be installed at the SB I-15 Ramp / 5th Avenue intersection to mitigate the existing delays and queues at the intersection. Based on peak hour volumes, a traffic signal is currently warranted at the intersection based on MUTCD criteria.
 - It was assumed that changes may be made to the SB I-15 On-Ramp with a traffic signal, including the removal of the slip ramp.
- The development will consist of a gas station with 27 fueling stations and a convenience store.
 - Recommendation: Install separate left- and right-turn egress lanes at the North Access.
 - Recommendation: Install right-turn deceleration lanes at both accesses. These are warranted based on Right-Turn Lane Warrant in the ITD Traffic Manual (Figure 3B-1).
- The North Access / 5th Avenue intersection is anticipated to operate at LOS F during the evening peak hour with project traffic added.
 - Recommendation: Install left-turn acceleration lane for egress vehicles from the North Access. This could potentially replace the inside southeast-bound through lane near the project.
 - If this is not feasible, egress left turns may need to be restricted, and vehicles would have to make a U-turn northwest of the project to return back to the interchange.
- All study intersections are anticipated to operate at an acceptable LOS during the evening peak hour in future (2025) background conditions.
- The North Access / 5th Avenue intersection is anticipated to operate at LOS E during the evening peak hour in future (2025) plus project conditions.
 - No additional mitigation measures are recommended. It is anticipated that the North Access will operate poorly during peak hours due to high traffic volumes on 5th Avenue and high egress volumes.

Information provided by Tanner Hernandez

Project: South Pocatello Exit 67 Gas Station and Auction Facility
3400 S 5th Pocatello ID 83204

We would like to look at only the area surrounding the new gas station and auction facility development for this month.

We are waiting for the Traffic Study to be complete and will evaluate and add the information that is pertinent at that time.

TIF Improvement Details By Priority, Potential C Store, Auction Facility:

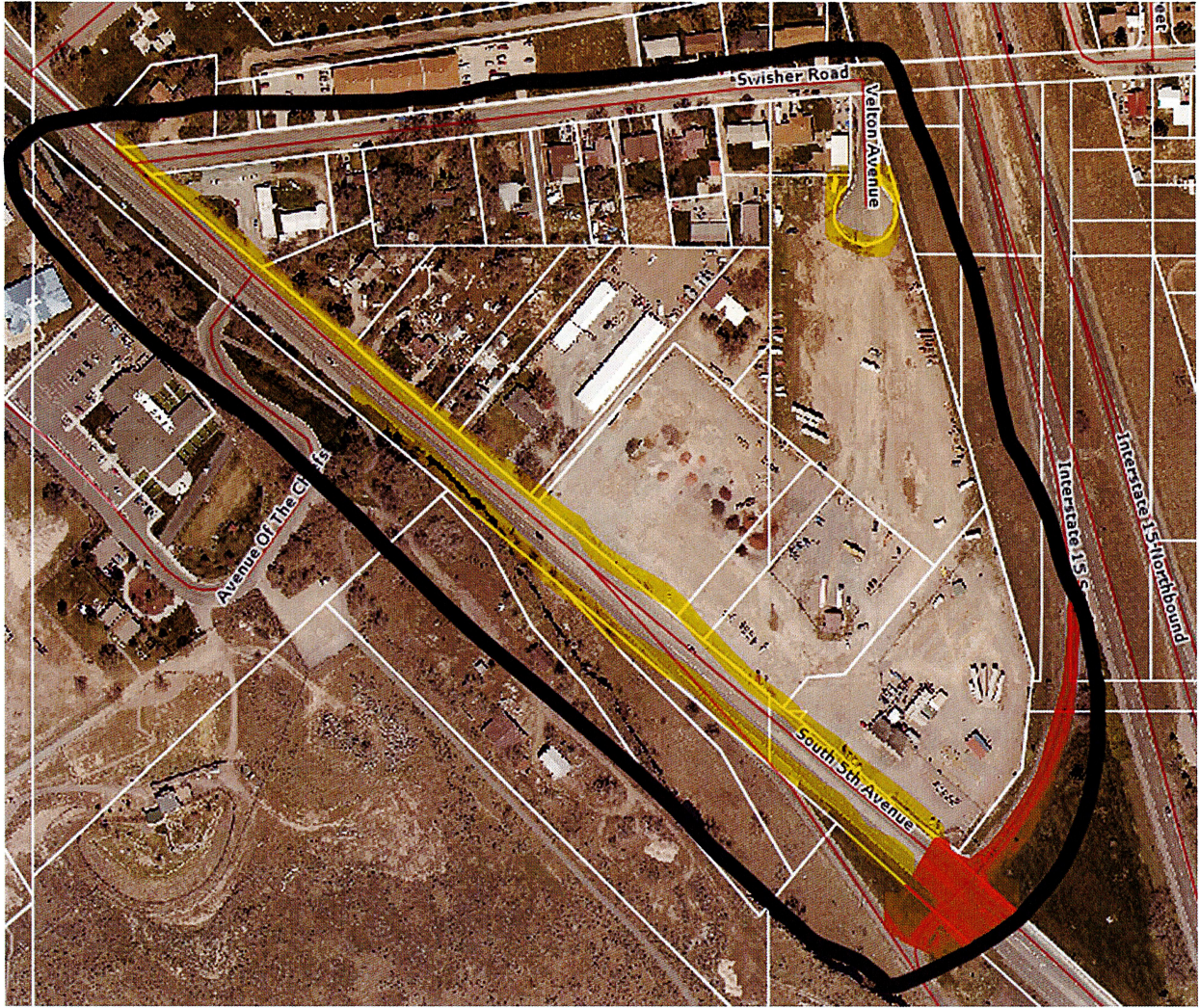
- 1 Telephone Poles Removed along S 5th underground 4 in front of 3380 - 3200 S 5th
Centurylink: \$24,287. Sparklight / Cableone: \$2,153.
- 2 Sidewalk from 3400 - 3200 S 5th - 750 ft \$6,000
- 3 Sidewalk around Velton Culdesac - 300 ft \$2,500
- 4 Telephone Poles Removed go Underground 3150 - 3020 S 5th 820 ft \$40,000
- 5 Sidewalk 3150 - 3020 S 5th 820 ft \$6,600
Subtotal - \$81,545
- 6 Stop Light at I 15 Exit 67 Off ramp - shared with ITD, City (\$ 250,000.00- \$350,000.00)
- 7 Improved S 5th Access per traffic study - update median, widen exit 67 offramp, deceleration lane (\$ 200,000.00 or more depending on the overall scope)

Potential other TIF in South Area - New Construction include:

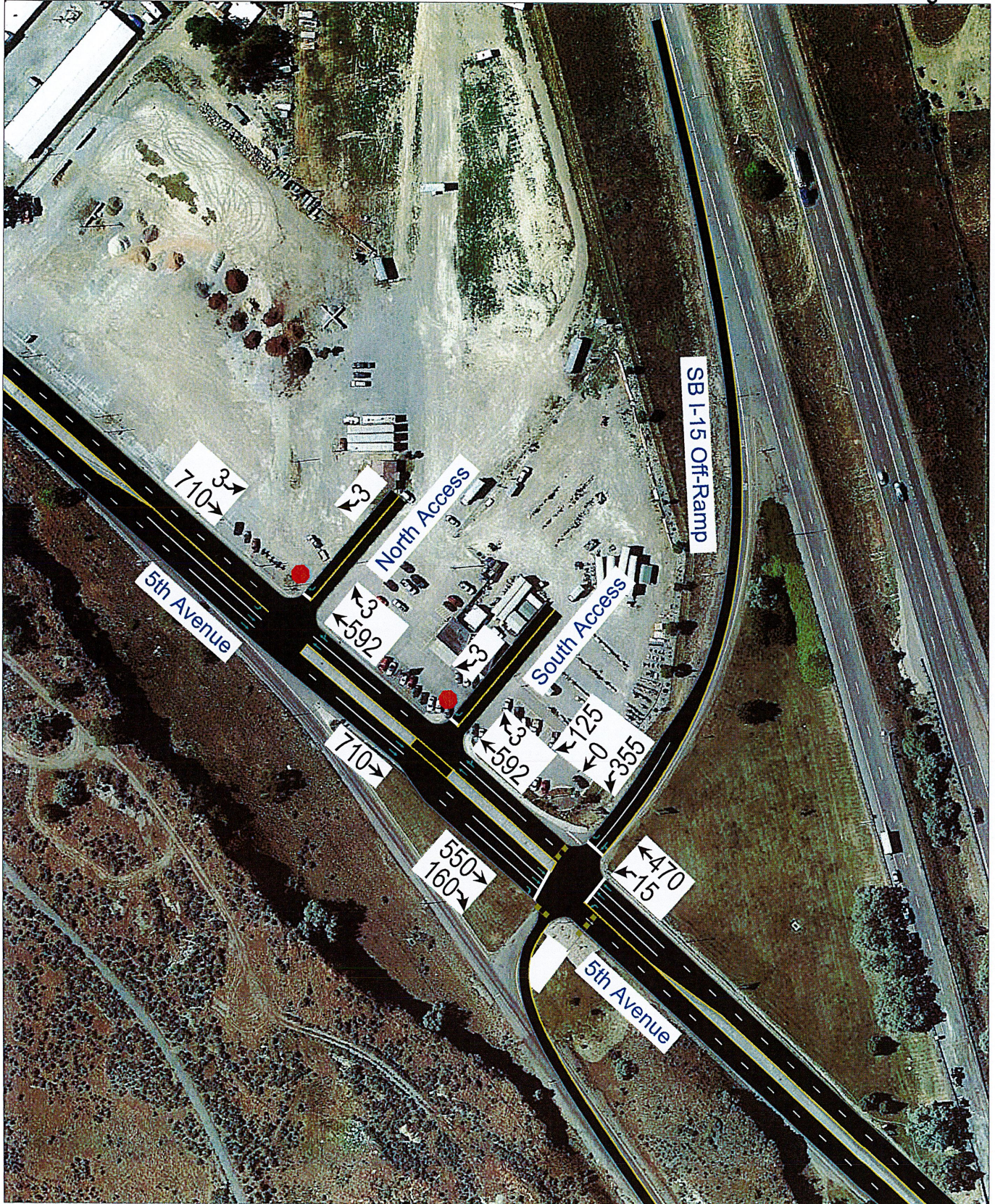
- New Office Building being built at **443 Fredregill** Feurborn & Associates
- Potential New Storage Buildings being built at **2806 S 5th** Intermountain Storage
- Manufactured Home Sales** - S 4th in front of Bengal Creek Apartments
- Stop Light at S 4th & Barton Rd (\$ 200,000.00- \$300,000.00)
- Sidewalks on S 4th & S 5th

Other potential improvements

- Power Poles removed along easements and any new easements with updated services
- Utility Improvements to serve new potential buildings at 3200 - 3330 S 5th
- Utility Improvements to serve building at Velton Culdesac
- Gas Line rerouted in new easements







South 5th Development
DRAFT PRELIMINARY ECONOMIC FEASIBILITY STUDY

Tanner Hernandez, representing Prime Time Auctions, has suggested a new urban renewal area and revenue allocation area involving anticipated development on his property on South 5th Avenue, near the I-15 off-ramp. Anticipated development at this time includes a new convenience store/gas station and a new building for Prime Time Auctions.

Hernandez has suggested an increased tax value for the convenience store property of between \$1,317,000 and \$1,900,000 and an increased value of the property for Prime Time Auctions of between \$800,000 and \$1,100,000. The project anticipates 8-15 new jobs at a rate of \$12-\$30 per hour, plus some benefits. Proposed infrastructure improvements include sidewalk installation, removal of old telephone poles and installation of some underground utilities. Also included as potential projects are traffic signals and improvements at the off-ramp. Applicant's anticipated total for the proposed improvements (not including the traffic signal or off-ramp improvements) is \$81,540.

The following list shows the taxing jurisdictions and 2019 certified levies.

<u>Taxing Jurisdictions</u>	<u>2019 Certified Levies*</u>
City of Pocatello	.009949562
Bannock County	.004845317
School District #25	.000000000
Bannock County Road & Bridge	.000525492
Ambulance District	.000350390
Mosquito Abatement	.000030244
Total	.015701005

*Net of voter-approved bonds and levies

TABLE 3 – 2019 Levy Rates and Valuation

Taxing Entity	Tax Levy	Valuation	Revenue
City of Pocatello	.009949562	\$1,183,200	\$ 9,816
Bannock County	.004845317	\$1,183,200	\$ 4,780
School District #25	.000000000	\$1,183,200	\$ 0
Bannock County Road & Bridge	.000525492	\$1,183,200	\$ 518
Ambulance District	.000350390	\$1,183,200	\$ 346
Mosquito Abatement	.000030244	\$1,183,200	\$ 30
Total	.015701005	---	\$15,490

Table 3 includes information for only those properties identified by the applicant as likely to be improved in 2020. One property includes a 75 percent exemption, so the revenue column includes only the non-exempted amount (25 percent of value). However, according to the Assessor's office, likely the full value would be used as the base for calculating any increment, so the valuation column includes the full value.

Table 4a gives a rough analysis of the tax increment financing value possible within the most recently proposed area using the lower of the potential increase in value submitted by the applicant. As with Table 3, the numbers are based only on those properties anticipated to be improved in the next year. It assumes the suggested increase in value is fully taxable. If assessed and taxed at a lesser value, revenues would be reduced. Further, changes in the levy rate or timing of improvements could affect potential revenues.

Table 4a – Revenue Projection

Year	Estimated Increment Value	Levy Rate	Annual Revenue	Cumulative Annual Revenue	Admin Expenses (10%)	Available for Projects (90%)
2021	\$0	.015701005	\$0	\$0	\$0	\$0
2022	\$933,800	.015701005	\$14,662	\$14,662	\$1,466	\$13,196
2023	\$933,800	.015701005	\$14,662	\$29,324	\$1,466	\$26,932
2024	\$933,800	.015701005	\$14,662	\$43,986	\$1,466	\$39,558
2025	\$933,800	.015701005	\$14,662	\$58,648	\$1,466	\$52,784
2026	\$933,800	.015701005	\$14,662	\$73,310	\$1,466	\$65,980
2027	\$933,800	.015701005	\$14,662	\$87,972	\$1,466	\$79,176
2028	\$933,800	.015701005	\$14,662	\$102,634	\$1,466	\$92,372
2029	\$933,800	.015701005	\$14,662	\$117,296	\$1,466	\$105,568
2030	\$933,800	.015701005	\$14,662	\$131,958	\$1,466	\$118,764
2031	\$933,800	.015701005	\$14,662	\$146,620	\$1,466	\$131,960
2032	\$933,800	.015701005	\$14,662	\$161,282	\$1,466	\$145,156
2033	\$933,800	.015701005	\$14,662	\$175,944	\$1,466	\$158,352
2034	\$933,800	.015701005	\$14,662	\$190,606	\$1,466	\$171,548
2035	\$933,800	.015701005	\$14,662	\$205,268	\$1,466	\$184,744
2036	\$933,800	.015701005	\$14,662	\$219,930	\$1,466	\$197,940
2037	\$933,800	.015701005	\$14,662	\$234,592	\$1,466	\$211,136
2038	\$933,800	.015701005	\$14,662	\$249,254	\$1,466	\$224,332
2039	\$933,800	.015701005	\$14,662	\$262,916	\$1,466	\$237,528
2040	\$933,800	.015701005	\$14,662	\$278,578	\$1,466	\$250,724
2041	\$933,800	.015701005	\$14,662	\$293,240	\$1,466	\$263,920
Total			\$293,240	\$293,240	\$29,320	\$263,920

Table 4b – Revenue Projection

Year	Estimated Increment Value	Levy Rate	Annual Revenue	Cumulative Annual Revenue	Admin Expenses (10%)	Available for Projects (90%)
2021	\$0	.015701005	\$0	\$0	\$0	\$0
2022	\$1,816,800	.015701005	\$28,526	\$28,526	\$2,853	\$25,673
2023	\$1,816,800	.015701005	\$28,526	\$57,052	\$2,853	\$51,346
2024	\$1,816,800	.015701005	\$28,526	\$85,578	\$2,853	\$77,019
2025	\$1,816,800	.015701005	\$28,526	\$114,104	\$2,853	\$102,692
2026	\$1,816,800	.015701005	\$28,526	\$142,630	\$2,853	\$128,365
2027	\$1,816,800	.015701005	\$28,526	\$171,156	\$2,853	\$154,038
2028	\$1,816,800	.015701005	\$28,526	\$199,682	\$2,853	\$179,711
2029	\$1,816,800	.015701005	\$28,526	\$228,208	\$2,853	\$205,384
2030	\$1,816,800	.015701005	\$28,526	\$256,734	\$2,853	\$231,057
2031	\$1,816,800	.015701005	\$28,526	\$285,260	\$2,853	\$256,730
2032	\$1,816,800	.015701005	\$28,526	\$313,786	\$2,853	\$282,403
2033	\$1,816,800	.015701005	\$28,526	\$342,312	\$2,853	\$308,076
2034	\$1,816,800	.015701005	\$28,526	\$370,838	\$2,853	\$333,749
2035	\$1,816,800	.015701005	\$28,526	\$399,364	\$2,853	\$359,422
2036	\$1,816,800	.015701005	\$28,526	\$427,890	\$2,853	\$385,095
2037	\$1,816,800	.015701005	\$28,526	\$456,416	\$2,853	\$410,768
2038	\$1,816,800	.015701005	\$28,526	\$484,942	\$2,853	\$436,441
2039	\$1,816,800	.015701005	\$28,526	\$513,468	\$2,853	\$462,114
2040	\$1,816,800	.015701005	\$28,526	\$541,994	\$2,853	\$487,787
2041	\$1,816,800	.015701005	\$28,526	\$570,520	\$2,853	\$513,460
Total				\$570,520	\$57,060	\$513,460

Table 4b provides similar information, but using the higher of the potential increase in value submitted most recently by the applicant. As with Tables 3 and 4a, the numbers are based only on those properties anticipated to be improved in the next year. It assumes the suggested increase in value is fully taxable. If assessed and taxed at a lesser value, revenues would be reduced. Further, changes in the levy rate or timing of improvements could affect potential revenues.

Costs of the proposed infrastructure improvements, provided by the applicant, are shown below in Table 5.

Table 5 – Estimated Project Costs

Project	Estimated Cost
Telephone Pole Removal (3380 – 3200 South 5 th)	\$26,440
Sidewalk (3400 – 3200 South 5 th)	\$6,000
Sidewalk (Velton cul-de-sac)	\$2,500
Telephone Pole Removal (3150 – 3020 South 5 th)	\$40,000
Sidewalk (3150 – 3020 South 5 th)	\$6,600
Plan Creation (repayment of general fund loan)	\$25,000
----Subtotal	\$106,540
Traffic Signal at off-ramp	\$1,000,000
Access improvements at off-ramp	\$200,000
Total	\$1,306,540

A lower estimate of the total dollar amount that may be collected by the PDA for use on projects is approximately \$263,920, with a higher estimate of \$513,460. This amount could be used to pay for proposed improvement projects identified in an adopted urban renewal area plan.

RESOLUTION NO. 2020-1

A RESOLUTION OF THE POCATELLO DEVELOPMENT AUTHORITY, AN URBAN RENEWAL AGENCY, ORGANIZED UNDER THE LAWS OF THE STATE OF IDAHO; EXPRESSING APPRECIATION TO MELANIE GYGLI FOR OUTSTANDING SERVICE AND COMMITMENT TO THE AUTHORITY DURING HER APPOINTMENT AS THE AUTHORITY'S INTERIM EXECUTIVE DIRECTOR

Melanie Gygli was appointed as the Interim Executor Director of the Pocatello Development Authority on June 21, 2017, by the unanimous vote of the Authority's Board of Directors. During her service as the Interim Executive Director, Ms. Gygli diligently managed and executed Authority affairs, provided continuity to the Authority, assisted in the development of new urban renewal districts, the administration of existing urban renewal districts, and the closure of urban renewal districts. During her tenure as the Interim Executive Director, Ms. Gygli provided valuable insight and guidance regarding the overall management, role, and operation of the Authority in promoting urban renewal and economic development within the City of Pocatello. Ms. Gygli is retiring as of February 18, 2020, and the Board of Commissioners desires to recognize her unrivaled efforts on behalf of the Pocatello Development Authority.

NOW, THEREFORE, BE IT RESOLVED THAT THE BOARD OF COMMISSIONERS OF THE POCATELLO DEVELOPMENT AUTHORITY HEREBY PUBLICLY EXPRESSES ITS GRATITUDE TO MELANIE GYGLI:

1. For her outstanding service to the Authority, the City of Pocatello, and the citizens that reside within this good city,
2. For her willingness to serve as the Authority's Interim Executive Director while also serving as the City's Director of Planning and Development Services,
3. For her commitment to excellence while serving as the Authority's Interim Executive Director, and

4. For all her efforts as the Authority's Interim Executive Director in connection with the administration of the Pocatello Development Authority in furtherance of its mission and goal to enhance the well-being of the citizens of the City of Pocatello, we, the members of the Board of Commissioners of the Pocatello Development Authority hereby acknowledge our sincere appreciation to Melanie Gygli for her constant dedication and commitment to Pocatello Development Authority.

BE IT FURTHER RESOLVED that the Secretary of the Board of Commissioners of the Pocatello Development Authority is hereby authorized and directed to provide an original of this Resolution to Melanie Gygli after its passage and approval by the Board.

DATED this 15th day of January 2020.

POCATELLO DEVELOPMENT
AUTHORITY BOARD OF DIRECTORS


SCOTT SMITH, Chairman

ATTEST:


CHAD CARR, Vice-Chairman

Annual Urban Renewal Attestation

2020

Urban renewal agencies with plans including revenue allocation financing provisions (i.e.: revenue allocation areas (RAAs)) are required annually to attest to having modified those plans or to having made no modification. Please refer to Section 50-2903A, Idaho Code, for a description of plan changes that do not constitute modification.

Urban renewal agencies that established new RAAs or new plans including RAAs, on or after **July 1, 2016** are subject to this requirement. This attestation is due to the State Tax Commission no later than **June 1, 2020**. If an agency administers multiple plans or multiple RAAs, please specify to which this information applies and, if there is a modification, which RAA is affected.

General Information

Name of Agency: Pocatello Development Authority

Contact Name: Carl Anderson, Senior Planner

Mailing Address: P O Box 4169

Phone Number: 208-234-6278 Fax Number: 208-234-6586

Email: canderson@pocatello.us

Check One	Modification Status of Plans Subject to Section 50-2903A
XX	A. I have one or more plans and have not modified any plan.
	B. I have modified one or more plans.

If you checked **B**, and you administer more than one plan or RAA that are subject to 50-2903A, please identify specific RAAs affected by the plan modification (below):

1. _____ (name of RAA affected)

2. _____ (name of RAA affected)

Add additional pages to identify additional RAAs that are affected by plan modifications.

Signature: Melanie Gygli Date: 1/14/2020
Melanie Gygli, Interim Executive Director, Pocatello Development Authority

Return the completed form to the State Tax Commission:

Idaho State Tax Commission, Property Tax Division

800 Park, Plaza IV, PO Box 36

Boise, ID 83722

Attn: Gary Houde

Gary.houde@tax.idaho.gov

September 9, 2020

Re: Notice of Annual Central Registry Information Submittal

On or before December 1 of each year every urban renewal agency must provide administrative and financial information to a central registry maintained by the State Tax Commission. This is accomplished by providing a copy of the current urban renewal plan adopted or modified pursuant to I.C. §50-2008 and §2905, and in the future, any modifications or amendments to those plans.

If the plan you submitted has not changed please indicate by writing “No Change.” If there has been a change please provide a copy of the modified plan via a web link or flash-drive or email a pdf document (>25mg in size), or you can mail a copy. You can review what is currently on the registry by going to the State Tax Commission’s web page or use this link; <https://tax.idaho.gov/i-2007.cfm> .

Name of RAA	Enter “No Change” or provide a current copy of your plan.
Naval Ordnance Plant Urban Renewal Area	No change
North Portneuf Urban Renewal Area	No change
Pocatello Regional Airport Urban Renewal Area	No change
North Yellowstone Urban Renewal Area	CLOSED
Northgate Urban Renewal Area	New, ordinance dated May 2019 Link to plan: http://pda.pocatello.us/documents/Northgate%20TIF.pdf

Failure to register with the central registry does come with penalties as outlined in I.C. §50-2913.

I thank you for your assistance in this matter and if you have any questions please contact me at (208) 334-7541 or by email at gary.houde@tax.idaho.gov .

Mail all information to: Idaho State Tax Commission, Property Tax Division, Attn: Gary Houde, PO Box 36, Boise, Idaho 83722-0410.

Sincerely,



Gary Houde
Senior Research Analyst, Idaho Tax Commission