

**ABBREVIATED MINUTES  
POCATELLO DEVELOPMENT AUTHORITY  
January 14, 1997**

Members present: Peter Angstadt, Tom Bernasek, Don Byrne, Tammie Frazier, Karen McGee, Russell Powers, Mike Ransom, Mary Lee Shannon

Staff present: Dean Tranmer, City Attorney; Robert Chambers, Community Development & Research Department; Char DeWall, Bannock Development

1. **Preliminary matters.** The meeting was called to order at 11:00 a.m. by Karen McGee. Agenda items to be added were noted:

\* Old Town Bond Issue

2. **Minutes and financial reports .** It was MSC (Angstadt, Byrne) to approve the minutes of December 10, 1996. Char presented the financial report for December and an estimated cash budget for the coming year. **It was MSC** (Shannon, Byrne) to approve the December report. Thereafter, Bernasek requested a clarification regarding the total amount of money received in each District, how much was (or was not) committed under agreements or for specific purposes, and the like). DeWall briefly reviewed the information and responded to other questions. Board members requested an additional budget information sheet which would show the actual status of the funds in the districts at any given time since their creation. DeWall indicated that she would prepare a sample for Board review at the next meeting. **It was MSC** (Byrne, Ransom) to approve the proposed budget.

3. **Alvin Ricken Drive.** An invoice for administrative and engineering services provided by the City for the Alvin Ricken Drive project was presented again for payment under the District's line item for administrative costs. **It was moved** by Byrne that the bill be paid. The motion died for lack of a second. Discussion ensued. Bernasek noted that the services did not meet the criteria set out in the "Policy for reimbursement/payment of administrative services" which the Board adopted at its last meeting. Byrne disagreed, and pointed out that even if the services did not meet the criteria, the project and the bonds which were approved by the Board over a year ago included a line item for administrative costs. The Board used the services, the bonds provided the money to pay for the services, a bill has been submitted, and it should be paid. Bernasek pointed out that 3 different amounts had been submitted for the services; Chambers noted that his understanding was that he was being requested to pare down to bare bones reimbursement for City services. McGee and Angstadt noted that their reluctance stemmed from not wanting the PDA to be perceived as being a taxing entity which funneled money to another taxing entity. At this point, a question was again raised as to the legality/propriety of certifying that the amount of the bond issue was required in order to meet specific types of expenses, then refusing to pay for those expenses. Dean Tranmer was asked to discuss possible consequences with bond counsel and report back to the Board members.

4. **Old Town Bond Issue.** Dean Tranmer reported that bond counsel has requested that PDA delay the approval of the bond issue/sale of bonds until the next meeting. Accordingly, this agenda item has been continued until the meeting on February 11, 1997. Appropriate notices will be published in the Journal.

5. **Report on Tax Increment Financing Projects.** Copies of a report were distributed to members present. Ron Timpson explained that it was prepared as a result of a committee which met to suggest guidelines for tax increment financing and projects. Timpson asked that the board review the policy and let him know if they have any questions. He would be happy to attend a future meeting to discuss specifics. The report will be placed on a future meeting's agenda.

6. **Other Items.** Chambers reported that the City is eligible for entitlement money which would fund an additional staff member in the Community Development and Research Department. He proposed that this staff members would have, as part of his required job duties, some preliminary planning work for the PDA in identifying project areas and worthwhile projects.

At this point, members discussed whether or not the PDA should consider contributing to funding this additional staff, whether PDA should consider using any staff beyond the donated services from the City and BDA, whether PDA needed to be more active, keep the same level of activity, etc. Pros and cons of hiring staff were discussed, including the desirability of having one central coordinator or director versus the difficulty of guaranteeing funding if that position is separately salaried. No decision was reached; members are still considering using services of Bannock Development's new Director when one is hired.

Kress Building District. No written specifics are available for Board to review regarding Dick Carroll's request for additional payment on the First Interstate bank loan. After the letter is received, it will be brought to the Board, along with the agreement, for review, presumably at the February meeting.

7. **Adjournment.** There being no further business, the meeting was adjourned at 1:00 p.m.

*Rayna Valentine*