

MINUTES
POCATELLO DEVELOPMENT AUTHORITY
Meeting October 15, 2003

Members present: Steve Brown, Terry Brower, Roger Chase, Jim Guthrie, Darsi Johnson, Harry Neuhardt, Ken Monroe

Staff present: D. Tranmer, City Attorney; R. Burstedt and C. DeWall, Bannock Development

City staff: Greg Lanning

1. Preliminary matters. Meeting called to order at 11:10 by Chairman Neuhardt. No conflicts were declared. One additions to the agenda was noted: report on bond procedures. The minutes of the September meeting were presented for approval. **It was MSC (Schroeder, Chase)** to approve the minutes, with the correction to remove J. Guthrie and T. Brower from the list of members present. C. DeWall reviewed the financial report, noting the zero balances reflected the fact that district revenues had been sent to the Trustee. The discretionary fund income reflects a loan payment. The third-quarter invoice was received from Bannock Development. **It was MSC (Schroeder, Chase)** to approve the financial report and subsequently **MSC (Chase, Schroeder)** to approve the BDC invoice for payment.

2. Old Town. G. Lanning reviewed the status of the improvements, noting that PDA approval was being sought for two items: approval for the Chairman to sign documents for engaging an engineering firm, for design specs and bidding and construction management with G. Lanning as PDA's representative/project manager. Three proposals were received; using a qualification-based selection criteria, JUB Engineering is the recommended firm because it has directly-related experience and a good track record. The first phase will involve improvements to about 6 blocks on Main, the 2nd for 6 blocks on Arthur, and the 3rd will involve the same improvements to the area north of this, as previously shown to the PDA. Lanning proposes that the contract be done on the ITD model, estimating manhours and other expenses, on a not-to-exceed basis, and to require "revisiting" prior to contract execution for either of the next two phases. After discussion, **it was MSC (Brown, Chase)** to authorize hiring JUB and to authorize the chair to execute the necessary documents after review by Dean Tranmer.

The second recommendation is that Lanning work with JUB, review pay requests, check work progress, etc., and then report monthly to PDA, including providing approval of any requests for payment. **It was MSC (Schroeder, Brown)** to approve the recommended procedure and appoint the City (through Greg Lanning) as the general project manager. R. Chase inquired about the amount and type of insurance coverage should there be any structural damage to buildings resulting from the work. G. Lanning reported that the engineering firm will be prepared for possible claims and will do pre-construction videos, etc. to have a record of conditions.

Phase O Revitalization: Landscaping has been completed and demolition for sidewalk work has begun. Barring any natural disasters, the work should be completed by Thanksgiving. Gary Sandquist presented a request from Old Town for an alteration of the proposed timeline and an increase in funding to complete a portion of the work not included in this approved phase. Proposal: Expenditures for Phase O total approximately \$376,250 of the previously-approved \$650,000. Old Town is asking for an additional \$120,000 to be added to the "savings" of approximately \$256,000 and that the East side lighting and landscaping be done at this time. In other words, they are asking for this portion of the 3rd-phase proposal to be moved ahead and for the Board to approve a total of approximately \$376,000.00. PDA discussion: The 3rd phase has not actually been approved for funding. Previous action by PDA has specified that each proposed phase will be discussed and approved or rejected as the

timeline proceeds. There is sufficient cash available to pay these costs. The proposal will not provide any increment revenue. The "savings" are not actually savings; costs have been re-allocated so that portions of the work/costs will be assigned to the infrastructure work budget. Old Town needs to present a specific proposal, inclusive of all work desired for a particular season in a "packaged" project proposal at a later date rather than asking the Board to continuously revisit this phase.

After further discussion, **it was MS (Brower, Chase)** to provide approximately \$376,000 for the requested work to proceed at this time. All other members present having voted no, the motion failed.

3. Additional financial matters. C. DeWalt presented Requisition E-4 for Myers Anderson for approval in the amount of \$4,180.05. **It was MSC (Chase, Schroeder)** to approve the requisition. PDA was asked to reconsider its approval of the additional funding for the tennis court project. School District 25 officials have notified the Chair that funding for the architectural fees would be provided by the School District. **It was MSC (Chase, Schroeder)** to rescind the previous motion and vote to pay the fees and to authorize one payment to the School District in the amount of \$160,803.80.

4. North Garfield lighting. Mike Maddox, neighborhood representative, discussed a neighborhood improvement project for the block along North Garfield adjacent to the Old Town lighting project. The residents have received a \$7,000.00 grant for block improvement consisting of street lighting. The neighbors have raised \$2,250.00 on their own towards the \$15,000.00 total, and two residents have pledged to make up the difference. However, they are seeking any funding PDA would be willing to provide in order to keep their personal outlay from exceeding \$2,000.00 each. **It was MS (Guthrie, Brower)** to authorize \$4,000 towards the expense. **Chase** proposed a substitute motion (**Schroeder seconding**) to provide \$1200.00 (the equivalent of one light). **Motion carried (Guthrie, Brower dissenting).**

5. Roosevelt. RMES has requested reimbursement of \$135.00 costs for towing of vehicles which were obstructing the work on the District. **It was MSC (Brown, Brower)** to authorize payment. Pay request #4 for Kiggins and Holm were presented in the amount of \$318,650.00 and \$353,267.74, respectively. Mitch Brown reported that the concrete failed the 28 day test, but that the 56-day test show the concrete up to standard. The amount requested for Kiggins reflects a reduction of \$3200 because of the first failure. **It was MSC (Schroeder, Monroe)** to approve payment to Kiggins as presented. **It was MSC (Chase, Schroeder)** to approve payment to Holm Construction as presented. A form has been received from Holm's surety company requesting a report on progress. The Chair can review progress with G. Lanning and may choose to complete the form or not, at his option.

6. Additional Amendment to Consolidated Central Corridor. Brent Nichols and Bill Isley presented a request for PDA to recommend extending the CCC District to include Center and Clark streets up to the Hospital Way intersection along with a 25-acre parcel of private property abutting Hospital Way to assist with financing a commercial development including medical offices, parking facilities, convenience stores, etc. PDA discussion: Members questioned whether the area qualified for urban renewal as a deteriorated area, a prerequisite for establishment or extension of a revenue allocation area. Presenters had no specific information or project proposal or costs to provide, but wanted the amendment in place in order to have financing assistance when the development occurs. PDA cannot initiate the amendment process without more specific information, a list of projects, and a justification for declaring the area deteriorated. There may be insufficient time to complete the amendment this year. Members expressed appreciation for the information, but noted that no action was possible without more details.

7. Miscellaneous Financial Matters. The latest bill from the City for Cheyenne Crossing work was presented for payment. **It was MSC (Schroeder, Brown)** to approve payment. Requisition 3-35 for Tuscany Development (South Cliffs project) was presented for approval. **It was MSC (Chase, Schroeder)** to authorize the requisition in the amount of \$158,643.46.

8. Elections. Brief discussion as to candidates. **It was MSC (Monroe, Brown)** to nominate, select, and elect by unanimous consent the current officers and staff. [H. Neuhardt as Chair, S. Brown as Vice-Chair, R. Valentine as Secretary, C. DeWall as financial manager, and R. Burstedt as Executive Director]. Additionally, members discussed the renewal of the agreement with Bannock Development and **it was MSC** to renew the agreement for services through September 30, 2004.

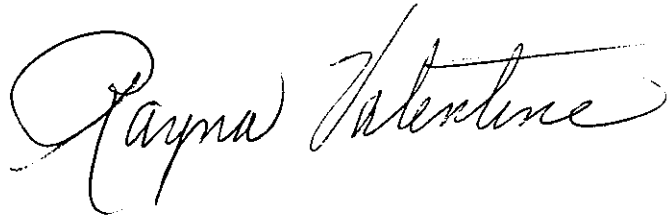
9. Associated Foods Urban Renewal Area. Robert Chambers explained that there is a request for a new Urban Renewal Area and revenue allocation district for the Associated Foods site at the corner of Yellowstone and Quinn. There is a proposal to demolish the current structure, revamp the intersection, and build a new structure. The specific project information from the developer has not yet arrived, so no further discussion is possible, but members generally concurred that the site appeared to qualify for an urban renewal area designation.

10. Miscellaneous.

PDA members requested that Robert and his staff continue the process for the previously-approved amendment to the Consolidated Central Corridor area and to obtain more information from the owners of the Hospital Way site for the Board to consider.

It was MSC(Schroeder, Brower) to approve repayment to the City of \$50,000 expended for the acquisition of a deteriorated property near the "Iron Triangle" site under a previously-approved acquisition program for this area. Tim Tingey reviewed the program and noted that PDA had committed the sum of \$50,000 per year over the course of three years for acquisition of properties in the area; he is requesting a "compression" of the remaining \$100,000 to be made available in the next year. **It was MSC (Schroeder, Monroe; Brown dissenting)** to approve so doing.

Adjournment. There being no further business, the meeting was adjourned at 2:00 p.m.

A handwritten signature in cursive script, reading "Rayna Valentine". The signature is written in dark ink and is positioned in the lower right quadrant of the page.