

MINUTES
POCATELLO DEVELOPMENT AUTHORITY
Meeting March 17, 2004

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

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

1. Preliminary matters. The meeting was called to order at 11:05 by Chairman Neuhardt. Audience members and presenters were acknowledged. No conflicts were declared. The proposed project application packet was also distributed; two changes were made from the previous version.

2. Minutes and financial matters. It was MSC (Ricks, Brown) to approve the minutes from the February meeting. Interest income of \$264.17; expenses represent payment on the loan for the Kress building, bank and lunch charges, and transfers to the trustee for Newtown, Alvin Ricken, Old Town, and North Main, and payment of invoices for Roosevelt and Central Corridor districts. It was MSC (Chase, Ricks) to approve the monthly financial report.

3. Training Session. Certificates of attendance were presented to Board members and staff attending, and appreciation was expressed again to Bannock Development for sponsoring the session. [Secretary's Note: confirmation was received via telephone call to D. Tranmer from the Attorney General's Office that the Board did not, and would not, violate either the spirit or the letter of the law in attending any such private training session. He stated without equivocation that such sessions are not public meetings under the State statute, and that, in fact, the A.G.'s Office itself holds numerous training sessions for staff and boards which are closed to the public. The "opinion" attributed to Mr. Wasden was apparently misunderstood; his response was "yes" to two questions paraphrased as follows: are urban renewal agencies subject to the open meeting law? does the public therefore have the right to be at their meetings? Please contact Dean individually if you have further questions.]

4. Old Town. Revitalization. Jim Jenkins noted that there remains only some replacement for asphalt patching that is substandard. Replacement will be done as soon as the weather breaks and the project will officially be completed.

Reinvestment. Greg Lanning reviewed the activity to date and distributed an activity statement sheet for Board's review. Budget estimates previously discussed in terms of cost per block have now been broken down into costs per phase; total cost remains the same and the additional costs for some upgrades will be borne by the City. Every effort is being made to substitute materials, alter designs, etc. to ensure costs don't exceed dollars available. He noted that the engineering costs during this phase will be higher than 1/3 of the total engineering costs because some of the engineering work for all 3 phases must be done at this time.

There is a "balance" of about \$200,000 remaining from Phase O because some of the "revitalization" items will be done concurrently with reinvestment work in Phase I and costs were allocated to Phase I. Streetscape money allocated in Phase I is sufficient only for installation of the electric and irrigation lines and replacement of trees which will be removed during construction. Each tree costs approximately \$2,000 for complete installation and, because it would be easier and appearance more uniform to plant all the trees at the same time, Lanning is proposing that PDA authorize release of money previously allocated to

revitalization to complete the treescaping and upgrade lights along the street fronts in Phase I. Waiting until later will increase costs somewhat because portions of the sidewalk will have to be removed in order to install the grates, but the irrigation and electrical lines will be in place. Discussion of the pros and cons ensued, including inquiry as to whether Old Town was making attempts to find matching funding for trees, that there's no way to place all the trees at once so there can never be unanimity of size; how much disruption would be caused by going back at a later time to install the trees and appurtenances. **It MSC (Chase, Monroe; Johnson, Guthrie, and Brown dissenting)** to authorize \$200,000 for streetscape and lighting upgrades as shown on the various architects renderings presented to the Board, with the caveat that if the allocation of this money results in a shortfall in the future, there will be no "makeup" based on the shortfall created by this request. At this point Mina Brown of Old Town, Inc., informed the Board that OT is in the process of looking for grant funds to help with the tree purchase/installation program, and that some applications have already been filed. Greg Maag also spoke in favor of doing the streetscaping at the same time the other work is being done and that these investments, made together, are vital for the health of the downtown area. (NOTE: Maag has personally provided funding for trees and a letter was sent expressing the Board's appreciation for so doing.)

Requisition #E-48: **It was MSC (Ricks, Monroe)** to approve the requisition to pay JUB Engineers (\$59,640.24, the corrected amount).

Letter from Whitman LLC had previously been distributed to the Board as an update. No discussion ensued and no action was taken.

5. Roosevelt District. Phase III bid specs have been prepared by RMES. **It was MSC (Ricks, Chase)** to approve payment of Invoice #98646 to RMES for bid preparation.

Resolution setting out Board actions subsequent to PDA Resolution 1997-4: Guthrie asked for clarification as to whether PDA's records actually show the actions set out in the Resolution. Response by secretary Valentine affirmed that this was the case—PDA votes and consensus items are accurately set out in Resolution No. 2004-1; Resolution 1997-4 contained a typographical error and subsequent to that written resolution the Board altered a number of conditions for the reimbursement of expenses to Fred Meyer. The new resolution repeats those conditions unchanged since the original and sets out the final decision regarding the amount of reimbursement allowed. **It was MSC (Ricks, Chase)** to approve Resolution #2004-1 as drafted.

6. Central Corridor. R. Burstedt presented a proposal regarding the contract with Nichols/Ratzlaff for the AMI building. The present value of the contract is about \$600,000-\$700,000. The loan is for 1.2 million dollars payable in full at the end of 8 years. The question for Board consideration is whether to cash out the contract at a discounted rate (its present value on a specific date of the Board's choosing) or to continue to wait for payment as set out in the contract. No interest was expressed in an early buy-out; no motions were made.

Requisition E3-49 for \$400,000 for the Positron project was presented. **It was MSC (Chase, Brown)** to authorize the requisition.

7. Miscellaneous. R. Burstedt distributed an article from the Idaho Falls newspaper discussing the recent installation there of fiber optic cable, noting that the Board might wish to include installation of this cable along with any future infrastructure projects.

Project Guidelines: After brief discussion of the proposed guidelines, and expressions of appreciation for the work done by the sub-committee, **it was MSC (Chase,**

Ricks) to adopt the Guidelines and require that all future presentations to the Board, including the downtown housing rehabilitation, be processed according to those guidelines. Copies will be distributed to the Board members and the Executive Director, with instructions to provide the packets to any interested parties.

Roosevelt District bids. The items under the Roosevelt District agenda item were not completed. Board members did not consider the concrete-work bids. Bid sheets were reviewed, and **it was MSC (Chase, Ricks)** to approve awarding the bid for Phase II of the project to Kiggins Concrete. Contract documents will be prepared for the Chair's signature.

There being no further business, the meeting was adjourned at 1:15 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.