

**MINUTES**  
**POCATELLO DEVELOPMENT AUTHORITY**  
**April 21, 2004**

**Members present:** Steve Brown, Terry Brower, Roger Chase, Harry Neuhardt, Ken Monroe

**Staff present:** Dean Tranmer, City Attorney; Ray Burststedt & Char DeWall, Bannock Development

**1. Preliminary matters.** There being no quorum at 11:00, Vice Chairman Steve Brown suggested that the Board hear an update from Jim Jenkins on the Revitalization project until the Chair could convene the meeting.

Jim stated that the final pay request has been presented by the contractor but that he recommends the Board not make payment yet since hot-mix asphalt is not yet available for the final patch-back of the streets. The weather should allow plant start-up by mid-May; Jim recommends moving the item to the agenda for the next meeting.

The Chair arrived and called the meeting to order at 11:15 a.m. No conflicts were declared.

**2. Downtown Reinvestment.** Greg Lanning, Public Works Director, informed the Board that pre-qualification materials had been received from 4 firms. City staff will review the material and then invite the qualified contractors to bid the first phase; bids will be due May 11, 2004. Construction will be June through August; the contractor will contract directly with the City. Public relations work is on-going; merchants are very interested. The work will proceed from north to south to allow drainage system to be functioning during construction.

The High School gym project is at the sidewalk-installation stage. It's not a good idea for the sidewalk to be installed without taking into account the fact that this project may alter elevations, etc. He is requesting that PDA authorize an addendum to the engineering contract to allow design work to be done (and paid for) to take into account the PDA-sponsored work; the school district is willing to have its contractor wait a few days for the specs and will have its contractor install according to J-U-Bs design. In response to a request for the total cost, Lanning said J-U-B estimated \$26,000 for preliminary design \$9,000 for final design, and \$14,000 for actual construction.. After discussion, **it was MSC (Brower, Chase)** to authorize an addendum to the contract with J-U-B for a sum not to exceed \$49,702.00.

Requisition E-50 to J-U-B for \$15,459.39. **It was MSC (Chase, Brower)** to authorize Char to send the requisition for payment.

**3. Minutes and financial matters.** **It was MSC (Brown, Chase)** to approve the minutes from the March meeting. C. DeWall then reviewed the income and expenses for March and noted that she is preparing the check for signature for those funds which must be sent to the Trustee. **It was MSC (Chase, Brower)** to approve the financial report.

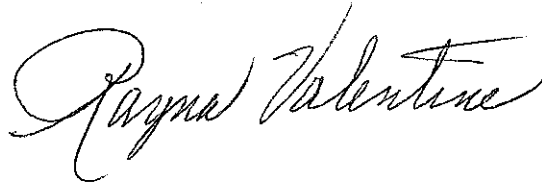
An invoice and accompanying documentation from BDC in the amount of \$3,125.00 for the first quarter of 2004 was then presented for payment. **It was MSC (Chase, Brower)** to approve the payment.

**3. Kress District.** Dick Carroll requested an amendment to the terms of his partnership's (Old Town Investments) agreement with PDA for the use of tax increment funds as partial payment for a bank loan. Carroll explained that the agreement with PDA provides for payments during the life of the loan, but that the bank unexpectedly made a call on the loan at the end of 7 years. Dick and his partners provided the money for the corporation to pay off the note and would now like to have PDA agree to continue making payments, but to them instead of the lending

institution. He provided a draft of a loan agreement for that purpose. Members questioned the proposed terms, noting that PDA was not actually the recipient of any funds from the partnership so a "loan agreement" was not appropriate, the lack of documentation for the remaining balance, the propriety of the partnership charging interest to the PDA when PDA wasn't borrowing any money, and other concerns. After additional discussion, **it was MSC (Chase, Brower)** to continue sending tax increment revenues through the life of the district (2007) under the terms of an agreement to be drafted by Counsel Tranmer.

**5. South Cliffs update.** Bill Isley reported that landscaping has been completed and one side of the cliffs cleaned. He and his partner would like to do a cliff-carving project with the Shoshone-Bannock tribes on one of the cliff faces. They are also working with the City to ensure that plans for other developments don't interfere with any South 5<sup>m</sup> connector work that might occur. He would like to know if PDA has any interest in providing funding for additional blasting work. Per Chairman Neuhardt, Ray Burstedt will provide the new application and guideline materials to Bill and Brad to prepare if they choose after reviewing the materials.

**6. Adjournment.** There being no further business, the meeting was adjourned at 12:15 p.m.

A handwritten signature in cursive script, reading "Rayna Valentine". The signature is written in dark ink and is centered on the page.