

MINUTES
POCATELLO DEVELOPMENT AUTHORITY
Meeting October 19, 2005

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

Staff present: Dean Tranmer, City Attorney; Ray Burstedt and Sari David, Bannock Development

1. Preliminary matters. Meeting called to order at 11:01 by Chairman Neuhardt. No conflicts were declared. One change to the agenda was noted: removal of the Whitman Hotel project item. R. Burstedt reported that Tim Whiteus called to note that it was not yet at the stage for a release of funds. The minutes of the meeting held September 21, 2005, were presented for approval. **It was MSC (Brown, Monroe)** to approve the minutes. The Board next considered the minutes of the special meeting held October 10, 2005. **It was MSC (Brown, Schroeder)** to approve the minutes of the special meeting and the executive session. S. David reviewed the financial report, noting the ending balance of \$934,536.01. Tax receipts were received for Old Town, Roosevelt, and Central Corridor; interest income was \$1,118.08. Expenditures included transfers of tax receipts to bond revenue allocation funds, Roosevelt District invoices, and Board lunch expenses. **It was MSC (Schroeder, Chase)** to approve the financial report.

2. Third Quarter 2005 Administrative Expenses. An invoice from Bannock Development Corporation in the amount of \$3,125.00 was presented for approval. **It was MSC (Chase, Johnson)** to authorize payment of the invoice.

At this point, Board member J. Ricks arrived

3. Central Corridor

Project Application - Tory & Lori Shaver. Board discussed the request for financial assistance in the amount of \$75,000 for infrastructure improvements for the pharmacy business. Concern was expressed as to whether the project would provide new jobs or was merely the prelude to a closing of the other establishment and an abandonment of the building. Applicant was not present, but R. Burstedt provided additional information. There will be no new jobs created at present because current staff will be transferred, but expansion in the near future is anticipated with perhaps 3-5 new positions in as many years. Members expressed concern that there will not be sufficient cash available until next year after the closing of the Roosevelt District, and a concern that there had already been substantial financial assistance provided to the corporation for remodeling and expansion project at its current location. R. Burstedt then noted that the new project is not being undertaken by all the same parties as were members of the corporation--the Shavers are going on their own to separate the pharmacy operation and they would also be willing to have funding in the form of a loan if a grant was not approved. At this point, J. Guthrie asked that the Board consider the projects previously undertaken by the corporation while the Shavers were members and the quality work and appearance, that they a good "track record." He also noted that this would be an opportunity to provide assistance to local business which doesn't occur that often. S. Brown concurred in the desire to fund projects for local, small business owners as well as for incoming corporations. Discussion ensued regarding the possibility of a combination of grant and loan and encouraging job creation through a grant/loan structure in an agreement.

At this point, **it was MSC (Chase, Guthrie)** to provide assistance in the form of a loan at 5% interest in the maximum amount of \$75,000.00 for parking lot or infrastructure improvements, convertible to a grant based on job creation: the applicant will be credited with

\$17,500 for every job over the current work force of 5 which is created in the 5 year period beginning with the first "draw." Funding will not be released until after money is available (not until at least March of 2006) and payment will be made from invoices for approved work/materials. Annual reporting of employees will be required in order to determine the repayment amount. D. Tranmer to provide the necessary document(s).

Pay Request #73. It was **MSC (Brown, Brower)** to authorize the requisition for \$156.00 to Skinner Fawcett for services for UCC-3 continuation/assignment.

Invoice #9933. It was **MSC (Ricks, Chase)** to pay the invoice in the amount of \$70.25 for weed control for the Garfield street property.

4. Roosevelt. The last sidewalk section is being poured today. The final phase is now 95% complete. RMES has received another request for 20 more days additional time on the contract (completion date was to have been October 7th). RMES has reviewed the weather information and will work with the contractor on determining how many days' delay could be attributed to inclement weather. The additional work throughout the project area could be completed this month, provided the weather holds. RMES estimates \$50,000 for labor, materials, and engineering costs. It was **MSC (Chase, Ricks)** to proceed with the extra work as soon as possible, with the provision that the maximum amount to be spent is \$50,000.00.

Invoice #2005339. It was **MSC (Chase, Guthrie)** to pay the invoice in the amount of \$1200.00 for services from RMES.

Pay Request #2. It was **MSC (Ricks, Dan)** to pay Kiggins the amount invoiced (\$86,198.87).

5. North Yellowstone. Mitch Greer announced that the Pocatello Square development has been chosen "Best Project" in Idaho by the Idaho Planning Association, quite an honor for the year. He indicated that one of the reasons cited was the amount of cooperation and coordination among so many entities, the City, the State, private contractors, and the developers. Progress since last meeting: the final signal has been installed and is now working. Poleline should be opened back up soon, possibly by the end of the week. The project is still under budget.

Pay Request #19. It was **MSC (Schroeder, Johnson)** to authorize the requisition of \$284,509.24 from the Trustee to pay Hawkins Companies.

6. Elections. Brief discussion as to candidates. It was **MSC (Brown, Schroeder)** 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, D. Schroeder as Treasurer, S. David as financial manager, and R. Burstedt as Executive Director].

7. Miscellaneous.

R. Burstedt reported that no response has been received from IsoRay. The agreement document was faxed October 13th to the company representative. The Journal article contained some errors, including listing of a non-existent element. R. Burstedt will call the reporter.

Adjournment. There being no further business, the meeting was adjourned at 11:55a.m.