

POCATELLO DEVELOPMENT AUTHORITY MINUTES
Meeting April 20, 2011

Members present: Karl Anderson, Brian Blad, Larry Fisher, Cynthia Hill, Ken Monroe, and Eva Nye.

Staff present: Robert Chambers, Interim Executive Director; A. Dean Tranmer and Darcy Taylor of the City Legal Dept.; and Dave Swindell and Jerry Higgins of the City Finance Dept.; Merril Quayle, Planning and Development Services Engineer.

In the absence of **R. Ward**, Chair, and **D. Johnson**, Vice-chair, R. Chambers conducted the meeting, which was called to order at 11:03 a.m.

1. Preliminary matters:

A. Guests, Conflicts, and Agenda. No guests were present and no conflicts were noted. Requests for additions to the agenda regarding the Pocatello Square sewer line and the Central Corridor arbitrage report were made by D. Swindell and J. Higgins respectively.

B. Minutes. Minutes of the regularly scheduled March 16, 2011 meeting were reviewed and **it was MSC (K. Anderson, E. Nye)** to approve the minutes.

C. Financial Report. J. Higgins presented the March financial report. Total cash available as of March 31, 2011 was \$1,263,739.94. The PDA received cash in the amount of \$36,001.79 during March, which included \$46.88 in interest, and tax increment payments of \$8,576.59 to the Central Corridor District, \$7,750.84 to the North Yellowstone District, and \$19,627.48 to the North Portneuf District. Expenses for March included a payment to the City of Pocatello for engineering services on the sanitary sewer line at the Gateway West facility in the amount of \$14,710.00, the final bond payment for the Central Corridor district in the amount of \$933,432.50, and PDA lunch costs of \$128.78 for a total of \$948,271.28. A brief discussion was held regarding the management of the Central Corridor funds dedicated to the South Valley connector project. The South Valley project may not use all of the dedicated funds before the final accounting of the Central Corridor fund is completed, and the Board may need to determine how to administer the remaining funds outside of the Central Corridor fund. R. Chambers advised Board members that Whisper Creek Log Homes is closing its doors at the Gateway West Industrial Park. The PDA entered into a Development Agreement with Whisper Creek to provide \$225,000.00 from the Naval Ordnance Plant district fund. Only \$75,000.00 of the committed funds was disbursed to Whisper Creek, for which a demand for reimbursement will be made. Thereafter, **it was MSC (K. Monroe, C. Hill)** to approve the March financial report. J. Higgins presented payment requests to the Board for approval. Claims presented were \$74.50 to the Green Elephant for lunch, \$1,000.00 in arbitrage fees for the final report on the Central Corridor revenue bond, \$29.70 to New Day products for a recognition plaque, and \$3,800.00 to Deaton & Company for the FY 2010 Comprehensive Financial Audit Report. (**B. Blad** arrived at 11:15) **It was MSC (B. Blad, E. Nye)** to authorize payment of the four payment requests.

2. General Matters:

A. Recognition of Ken Monroe. R. Chambers recognized Board member **K. Monroe**, whose term will expire on May 1, 2011, and presented Mr. Monroe with a plaque in appreciation of his service to the Authority. D. Taylor read PDA Resolution No. 2011-1 which acknowledged Mr. Monroe's two terms on the Board. **K. Monroe** thanked the Board, noting that he enjoyed serving on the Board and was grateful for the things he had learned during that time.

B. Legislative Update. R. Chambers presented a summary of the recently passed legislation regarding urban renewal areas and tax increment financing districts from the Idaho Legislature. Chambers noted that the legislature did remarkably well in adopting new legislation that is workable for existing Authorities. A paper copy of the summary of the new legislation detailing the effects of said legislation shall be incorporated in these minutes. Overall, Chambers noted that the PDA will continue to operate much the same as it does now under the new legislation.

C. Pocatello Town Square Sanitary Sewer Line. D. Swindell provided the Board with the history of the placement of a twenty inch forced sanitary sewer main placed across the middle of a parcel of bare ground on the east side of Hurley Drive between two buildings in the Pocatello Town Square development. The placement of the line in the middle of the lot occurred when the Developers deviated from the original plan and increased the size of two adjoining parcels, thereby reducing the size of the subject lot in an effort to encourage the establishment of a business. Since that time, other development in the area has occurred, and the lot with the sanitary sewer line will most likely not be developed in its current state. M. Quayle roughly estimated that moving the sanitary sewer line would cost between \$250,000.00 and \$500,000.00, and would take approximately one year to accomplish. Discussion followed regarding the Authority's interest in and ability to assist in remedying the issue. D. Swindell asked the Board to give the matter some thought before it becomes an issue, noting that it would be easier to move the line before a specific business wants to locate on the lot. **L. Fisher** suggested the City approach the developer about the problem and let the developer take the lead in fixing the problem. Board members agreed that the sanitary sewer line placement was done at the developer's request and is therefore the developer's problem to solve.

3. Executive Session:

At 12:07 p.m. **it was MSC (L. Fisher, K. Monroe)** to adjourn to executive session pursuant to I.C. §67-2345(1)(e) to discuss preliminary negotiations regarding matters of trade or commerce in which the PDA may be in competition with other jurisdictions. A roll call vote was taken on the motion, with results as follows: **K. Anderson, B. Blad, L. Fisher, C. Hill, K. Monroe, and E. Nye Aye; None opposed.** The regular meeting was reconvened upon conclusion of the discussion at 12:38 p.m.

4. Items from Staff:

J. Higgins inquired about the remaining costs on the Gateway West sanitary sewer sampling station. He noted that approximately \$76,000.00 has been paid to date on the project. M. Quayle advised that approximately \$21,400.00 will be incurred to repair the road, and traffic control costs are expected to be approximately \$2,600.00. The Authority committed funds to the project up to \$100,000.00. J. Higgins requested the Board's approval to pay the remaining invoices as they are received and approved by the City Engineer up to the authorized amount. **It was MSC (B. Blad, K. Monroe)** to authorize the remaining invoices in an amount not to exceed \$100,000.00 for the project.

5. Adjournment:

There being no further business, **it was MSC (C. Hill, E. Nye)** to adjourn the meeting at 12:42 p.m.