

**POCATELLO DEVELOPMENT AUTHORITY MEETING MINUTES**  
**August 20, 2014**

**Members present:** Brian Blad, Larry Fisher, Darlene Gerry, Cynthia Hill, Michael Orr, Linda Tigert, Caroline Wight, John Regetz (ex officio), and Ryan Ward (Chair)

**Members absent:** Russell Meyers

**Staff present:** Merrill Quayle, City Development Engineer; Dean Tranmer and Tiffany Olsen, City Legal Dept.; Joyce Stroschein and David Swindell, City Finance Dept.; Michael Jaglowski, Public Works Director; and Deirdre Castillo, City Engineer.

**Chair Ryan Ward** called the meeting to order at 11:00 a.m.

Introductions, Conflicts, and Agenda: There were no guests in attendance, no conflicts with the Agenda items, nor were there any deletions to the Agenda. **Chair Ward** briefed the Board on a recent email from Anne Nichols, Assistant to the Mayor, regarding the procedure of setting an Agenda (ie. There should be no additions to an Agenda once published). **T. Olsen** will forward the email to all Board Commissioners. **Chair Ward** welcomed Caroline Wight, the newest Commissioner to the Board.

**1. Action and Discussion Items:**

Agenda Item No. 1: Minutes. The Minutes of the regularly scheduled meeting of July 14, 2014 were reviewed. It was **MSC (B. Blad, L. Tigert)** to approve the Minutes as presented with one clerical error noted and corrected.

Agenda Item No. 3: Payment Requests/Reimbursements. **M. Quayle** presented an update on a payment request pursuant to April's agenda item wherein the Board voted to approve payment of up to \$7,500 for a Railroad Engineer firm to perform 10% of the engineering design, required in the UPRR process, for upgrades at the Pocatello Regional Airport Business Park. Quayle represented the firm selected by the Committee is Balfour Beatty Rail, Inc. and the cost will be \$6,600. The Agreement will appear on the next City Council Agenda for approval and payment by the City. The City will be reimbursed by the PDA from the Airport TIF funds. In addition, **J. Stroschein** presented a bill from Arbitrage Compliance Specialists in the amount of \$1,250 for the arbitrage rebate calculations on the 2004 Series A bonds. It was **MSC (C. Hill, D. Gerry)** to pay the Arbitrage Compliance Specialists \$1,250 for the service performed.

Agenda Item No. 2: Financial Report. **J. Stroschein** presented the Financial Report for the month of July 2014. At month end, the Authority had cash on hand of \$6,293,445.31. The checking account balance was \$2,047,658.41, the savings account balance was \$4,245,786.90, and cash being held by Zions Trust amounted to \$2,321,042.91. The PDA recognized average financial activity during the month. The Authority received revenues totaling \$673,875.94 of which \$4,205.22 was interest earnings on cash invested and property taxes. The \$1,000 payment received on the note receivable applied \$175.96 towards the principle of the note. The North Yellowstone District received \$474,963.07, the Naval Ordnance District received \$120,309.93, and the remaining Districts received the balance totaling \$74,221.76 of the \$669,494.76 received in property tax revenue. Expenses for the month were limited to \$158.00 for lunch provided at the meeting. Year to date revenues of \$1,729,176.75 are greater than expenses of \$253,899.37. North Yellowstone District owns 69% of the net income amount of \$1,475,277.38. It was **MSC (B. Blad, C. Hill)** to approve the Financial Report as presented.

Agenda Item No. 4: Albertson's Building Demolition Update. **Chair Ward** represented his attempts to reach Chad Moore, the Managing Principal of Mountain West (the Developer) were unsuccessful. **L. Crowell** received an email from Mr. Moore stating Mountain West was in the process of moving forward and would like a meeting with the City soon as he is attempting to structure a deal to demolish the property with the grant as soon as possible. **B. Blad** informed the Board he is aware of a company who is interested in the same demolition/project but believes the Albertson's portion of the buildings can be saved. **B. Blad** offered to contact the prospective company and provide the Board with an update at our next meeting.

Agenda Item No. 5: Positron Foreclosure Update. **T. Olsen** informed the Board of the conversation between attorney Craig Christensen and Kirk Bybee wherein Christensen is waiting to hear from ISU's counsel as to if ISU is willing to consider accepting an Assignment of the Promissory Note and Deed of Trust that Positron owes. Updates on this issue and the access to the property will be provided once received.

Agenda Item No. 6: Economic Development Grant Agreement with First Pocatello Associates, L.P. d/b/a Gateway West Industrial Center: **Chair Ward** asked for the Board's review and approval to sign the Economic Development Grant Agreement with First Pocatello Associates, L.P., d/b/a Gateway West Industrial Center as prepared pursuant to the Boards' August meeting. **T. Olsen** will attach Exhibit "A" to the Agreement and mail a conformed copy to Mr. Swift. It was **MSC (B. Blad, M. Orr)** to sign the Economic Development Grant Agreement.

Agenda Item No. 7: Request to Transfer funds (\$450,000) from the North Portneuf District to the City's General Fund: **D. Swindell** requested the PDA begin to reimburse the City for the land purchase associated with the Hoku property from increment accrued and held in the North Portneuf District fund. Said repayment of this land purchase is within the scope contained in TIF Plan. In addition to the property purchase of \$1,041,260.32, the City took a loan from the Sanitation Department for \$250,000 in connection with the acquisition of the Hoku property. In the PDA July financial report, the North Portneuf District's increment balance was \$463,423.91. **D. Swindell** suggested the PDA make payment of \$450,000 to be applied in two separate repayments; (1) \$250,000 (with interest in addition to this amount) to pay off the loan from the City Sanitation Department; and (2) the balance remaining be applied towards repayment of the purchase for the Hoku property as stated above. The Board weighed the pros and cons of such payment. It was then **MSC (D. Gerry, M. Orr)** to reimburse the City \$450,000, from the North Portneuf District increment funds, to be applied in two payments in connection with the debt incurred for the Hoku property; (1) to pay the Sanitation Department loan in the amount of \$250,000 (with interest in addition to); and (2) the remainder to be deposited in the City's General Fund as repayment towards the Hoku property purchase.

Agenda Item No. 8: Acknowledgment of Departure and Recognition of David Swindell for his 13 years of service to the City and PDA: The Board recognized Mr. Swindell's dedication, hard work, and diligent service to the City of Pocatello and the PDA Board for the last 13 years. We all wished him well with his new endeavors in Wyoming.

Agenda Item No. 9: Cheyenne Connector Update by City Engineer, Deirdre Castillo: City Engineer, **D. Castillo**, gave an update on the Cheyenne Connector project and requested funds from the PDA which have previously been committed to the project from the Central Corridor TIF fund. She and Michael Jaglowski, Public Works Director, are working with the Idaho Transportation Department to negotiate the figures and payment plan arrangements to finalize the Cooperative Agreement. Once the Agreement is signed, Phase 1B will go out to bid. This phase includes construction of three bridges and completion of the roadway to Bannock Highway. In analysis of the documents, **D. Castillo** explained that a refund of \$489,083.00 will be coming from the City to the PDA this month.

Next, D. Castillo requested payment of \$1.8M be approved and paid at the meeting with an additional \$1M request to be paid by October 1, 2014. D. Castillo will attend the September PDA meeting to request the additional funds (\$1M) which then should exhaust the committed funds the PDA has pledged for this project from the Central Corridor TIF fund. After Phase 1B bids are received, the City will be in a better position to evaluate if additional monies from PDA will be requested/needed. It was **MSC (B. Blad, D. Gerry)** to pay the City \$1.8M from the Central Corridor District TIF fund to the City as reimbursement for expenses related to the Cheyenne Connector project.

**2. Adjournment:**

There being no additional business and no matters for executive session, **it was MSC (M. Orr, C. Hill)** to adjourn the meeting at 11:54 a.m.

By   
Tiffany G. Olsen, Secretary