

POCATELLO DEVELOPMENT AUTHORITY MEETING MINUTES
November 16, 2016

Members present: Steve Brown, Chad Carr, Larry Fisher, Devin Hillam, Thomas Ottaway, Scott Smith (Chairman), and Scott Turner.

Members excused: Brian Blad

Members absent: Russell Meyers

Staff present: Dean Tranmer (arrived at 11:30 a.m.) and Tiffany Olsen, City Legal Dept.; Merrill Quayle, Development Engineer, Melanie Gygli, Interim Planning and Development Services Director, Joyce Stroschein, Treasurer; and John Regetz with Bannock Development Corporation (ex-officio).

Chair Smith called the meeting to order at 11:04 a.m.

Introductions, Conflicts, and Agenda: There were no conflicts disclosed and there were no deletions made to the agenda. Guests included Trent Eastvold with Lamar Advertising (left at 11:15 a.m.).

1. Action and Discussion Items:

Agenda Item No. 1: Minutes. The Minutes of the Regular Meeting on October 19, 2016 and the Special Meeting Minutes from November 3, 2016 were reviewed. It was **MSC (C. Carr, S. Brown)** to approve the Minutes with a correction to the November 3, 2016 Minutes noting that Larry Fisher was not present at the meeting.

Agenda Item No. 1(A): Request from Lamar Advertising re: Trees at Pocatello Avenue. As previously mentioned to the Board, Lamar Advertising would like consideration to remove 3 trees from the corner of 3rd and Pocatello Avenue which are beginning to be a sight hindrance to their billboard sign. Since the trees were purchased with a combination of funds, which included PDA money, as a property improvement, Trent Eastvold presented his request to the Board for their permission to remove said trees and replace with shrubs to allow for maximum sight opportunity of their billboard. Eastvold also noted the trees are growing close to the overhead powerline as well. The Board directed **T. Olsen** to do additional research on the funds spent for this project and to provide Lamar with the contact information for the Triangle Property Owners Association. The Board requested Lamar explore the options with the Property Owners Association and the City Parks Department to see if the trees were to be removed, at what cost would that be to Lamar, and if the trees could be planted in a City Park or other City area. Additional updates will be provided to the Board when received.

Agenda Item No. 2: Financial Report. Joyce Stroschein presented the financial report for the month of October 2016. J. Stroschein also presented a revised Balance Sheet correcting the Checking Wells Fargo line, modifying the total amount in the checking/savings account as well as the accounts receivable line. At month end, the Authority had cash on hand of \$6,270,138.75. The checking account balance was \$3,178,695.51, the savings account was \$746,400.93, and cash being held by Zions Trust amounted to \$2,345,042.31. The PDA recognized normal financial activity for the month. It received revenues totaling \$1,546.31 of which \$248.53 was interest earnings on the cash invested and property tax remittance. Rental income from the Positron facility was received in the amount of \$750.00. Property tax revenue totaled \$54.78 for

the North Yellowstone District. Expenses paid for the month totaled \$5,855.00. The administrative expenses were \$142.00 for the lunch meeting. Professional service expense for ICRMP insurance policy was \$5,713.00 for fiscal year 2017. Year to date revenues of \$1,546.31 are less than the expenses of \$5,855.00. Overall net use of reserves totals \$4,308.69. It was then **MSC (T. Ottaway, D. Hillam)** to approve the October 2016 financial report as presented.

Agenda Item No. 3: Payment Requests/Reimbursements. **T. Olsen** requested payment of \$850.00 to the Redevelopment Association of Idaho for the Board's annual dues for membership. She noted the previous annual membership dues were \$750.00 and for the last few years the invoice has been accompanied by a request for a \$10,000 contribution to the legislative committee for its preparation of proposed urban renewal code. It was **MSC (C. Carr, L. Fisher)** to approve the payment to the RAI in the amount of \$850.00.

Agenda Item No. 4: DeRive Power, LLC Economic Development Grant Agreement Update. At the Board's request, **T. Olsen** advised she visited with David Thawley of DeRive Power, LLC to see how many months/year it would be before DeRive would be able to attain the minimum of 50 employee benchmark. When questioned, DeRive stated they would need two years to employ at least 50 full-time employees under the Grant Agreement. Thawley provided the average wage of \$47,000 per year as a benchmark minimum. It was **MSC (C. Carr, L. Fisher)** to amend the Grant Agreement to reflect DeRive shall have no less than 35 full-time employees for the first 2 years and no less than 50 full-time employees beginning with the third year and all the while maintaining an average annual wage of no less than \$47,000. **D. Tranmer** asked the Board to review the repayment section in the event the grant is converted to a loan, there currently is not a provision for repayment other than "as agreed to by the parties". It was suggested the Board add a timeframe such as 5 years from the date of default or as the parties agree. It was then **MSC (C. Carr, S. Turner)** to modify sections 3(D) and 3(E) to include the requested language and for T. Olsen to make all modifications to the Grant Agreement and to deliver it to DeRive for execution. The Board approved the issuance of the grant funds upon receiving a list of employees (meeting at least 35 full-time positions) with an average annual wage of no less than \$47,000.

Agenda Item No. 5: The Bridge BLGL, LLC Economic Development Grant and Loan Agreement Update. **T. Olsen** and **M. Quayle** are monitoring the project's progression. **M. Quayle** conducted a site visit with Lisa Willmore on Tuesday and advised the Board that the Bridge is not quite ready for a final inspection related to the electrical improvements. The hoods and equipment from the 1st Street location are being moved over to the Yellowstone Hotel but there is still much work to be done with respect to the plumbing and the interceptors. He anticipates completion in 30 days but will follow up prior to the PDA meeting in December or as requested.

Agenda Item No. 6: Quik & Kleen Bond Claim Update. **T. Olsen** advised the Board that the claim against Quik & Kleen's bond should be paid within the next 7-10 days. She confirmed with the State Farm agent on Tuesday that Mr. Broadhead did not make the appropriate contact with the PDA to set up payment arrangements or other consideration and therefore the claim has been approved. T. Olsen will advise the Board when the check for \$6,450 is received.

Agenda Item No. 7: Bannock Development's Presentation of their Target Marketing Plan. **J. Regetz** presented Bannock Development's Target Marketing Plan which included 3 primary

goals, (1) Conduct Industrial Retention and Expansion Program; (2) Recruit High-Tech and Advanced-Manufacturing Companies; and (3) Cultivate Regional Collaboration. He also discussed his most recent call trip to California.

2. Executive Session:

Chair Smith then called for a motion for the Board to go into an executive session to discuss a matter regarding negotiations involving matters of trade or commerce in which the PDA is in competition with other jurisdictions. **It was moved and seconded (S. Brown, C. Carr)** to adjourn to executive session pursuant to Idaho Code §74-206(1)(e). **The motion passed** by roll call vote (**Ayes: Brown, Carr, Fisher, Hillam, Ottaway, Smith and Turner; Nays: None**). The Board adjourned to executive session at approximately 12:15 p.m. Potential businesses who are in competition with other jurisdictions were discussed. The Board reconvened to regular session by **MSC (D. Hillam, C. Carr)** at 12:50 p.m.

3. Adjournment:

Upcoming Events/Information: T. Olsen advised the PDA's annual update to the City Council will be December 8th at 9:00 a.m. and all who can attend are encouraged to do so.

There being no additional business, the meeting adjourned at 12:50 p.m.

By: 
Tiffany G. Olsen, Secretary

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MEETING EXECUTIVE SESSION
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Members excused: Brian Blad

Members absent: Russell Meyers

Staff present: Dean Tranmer and Tiffany Olsen, City Legal Dept.; Merrill Quayle, Development Engineer, Melanie Gygli, Interim Planning and Development Services Director, Joyce Stroschein, Treasurer; and John Regetz with Bannock Development Corporation (ex-officio).

The Board of Commissioners adjourned from regular session into executive session at 12:15 p.m. pursuant to I.C. §74-206(1)(e) to discuss negotiations involving matters of trade or commerce in which the PDA is in competition with other jurisdictions. **It was moved and seconded (S. Brown, C. Carr)** to adjourn to executive session pursuant to Idaho Code §74-206(1)(e). **The motion passed** by roll call vote (**Ayes: Brown, Carr, Fisher, Hillam, Ottaway, Smith and Turner; Nays: None**). Potential businesses who are in competition with other jurisdictions were discussed. The Board reconvened to regular session by **MSC (D. Hillam, C. Carr)** at 12:50 p.m.

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