

POCATELLO DEVELOPMENT AUTHORITY MEETING MINUTES
June 21, 2017

Chairman Smith called the meeting to order at 11:05 a.m.

Members present: Councilman Steve Brown, Chad Carr, Larry Fisher, Commissioner Evan Frasure (arrived at 11:15 a.m.), Thomas Ottaway, Scott Smith (Chairman) and Scott Turner.

Members absent/excused: Mayor Brian Blad, Russ Meyers.

Staff present: Melanie Gygli, Planning & Development Services Director, Kirk Bybee, Chief Civil Deputy Attorney, Merrill Quayle, Development Engineer, Joyce Stroschein, Treasurer; and John Regetz with Bannock Development Corporation (ex-officio).

Introductions, Conflicts, and Agenda: There were no conflicts disclosed and no modifications to the agenda. Smith and Gygli explained that Tiffany Olsen would not be here as secretary due to duty reassignments. Melanie Gygli will prepare minutes of the meeting.

1. Action and Discussion Items:

Agenda Item No. 1: Minutes. The Minutes of the regularly scheduled meeting and executive session of May 17, 2017 were reviewed. It was then **MSC (C. Carr, S. Turner)** to approve the Minutes as prepared.

Agenda Item No. 2: Financial Report. **J. Stroschein** presented the Financial Reports for the month of May. At month end, the Authority had cash on hand of \$7,014,615.63. The checking account balance was \$3,546,491.16, the savings account was \$746,531.00, and cash held by Zions Trust amounted to \$2,721,593.47. The Authority recognized normal financial activity during the month of May. The Authority received revenues totaling \$1,831.48 of which \$729.81 was interest earnings on cash invested, \$351.67 in property tax interest, and \$750.00 in rental income from the Positron facility. Expenses for May were \$50,000 for the Olympus Drive extension project and \$177.84 for the lunch meeting. J. Stroschein explained the balances in each TIF district and the yearly administrative fee transfer. Commissioners questioned the status of the Naval Ordnance district, when it is scheduled to close, and existing and potential commitments. **M. Gygli** stated she would assemble that information for discussion at the July PDA meeting. It was then **MSC (L. Fisher, T. Ottaway)** to approve the May 2017 Financial Report as presented.

Agenda Item No. 3: Payment Requests/Reimbursements. No requests for payment were received.

Agenda Item No. 4: Amended Requests for Funding from the Pocatello Regional Airport District – Driscoll/TopHay. **M. Gygli** advised the Board that updated projections on the cost for extending needed power infrastructure for the Driscoll/TopHay (D/TH) development were received at \$52,500. At the May 2017 meeting of the Board, approval was given for an up to \$50,000 Economic Development Grant for this project. D/TH is now requesting consideration of increasing the grant amount to include the additional \$2,500. Also still to be determined are the repayment terms should D/TH not be operative for a period of five years. In other similar instances (Bully Dog), terms included an interest rate of prime + 1 percent, over two-five years. Following

brief discussion, it was **MSC (C. Carr, S. Turner)** to approve the additional \$2,500 (for a total of \$52,500), with all other terms the same as in the Board's original approval at its May 17, 2017 meeting.

Agenda Item No. 6: Appointment of Interim Executive Director. Chairman Smith reported Melanie Gygli has been appointed as the Planning & Development Services Director. **M. Gygli** explained that serving as the PDA's executive director is written into her position's job description, but still subject to the PDA's appointment. It was then **MSC (S. Brown, T. Ottaway)** to appoint Melanie Gygli as the PDA's Interim Executive Director.

2. Executive Session:

Chairman Smith 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 (T. Ottaway, S. Turner)** to adjourn to executive session pursuant to Idaho Code §74-206(1)(e). **The motion passed** by roll call vote (**Ayes: Ottaway, Turner, Brown, Carr, Fisher, Frasure, Smith; Nays: None**). The Board adjourned to executive session at approximately 11:20 a.m. The Board reconvened to regular session at 12:28 p.m.

3. Action and Discussion Items:

Agenda Item No. 5: Request for Funding related to the Olympus Drive extension of roadway. It was **MSC (Pocatello City Council President S. Brown, PDA Commissioner C. Carr)** to deny the request for additional funding for this project and authorize the Board Chair, working with legal counsel, to prepare a letter of explanation of this action.

4. Adjournment:

There being no additional business, the meeting adjourned at 12:30 p.m.

By: Melanie Gygli
Melanie Gygli, Interim Executive Director

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EXECUTIVE SESSION
June 21, 2017

Members present: Councilman Steve Brown, Chad Carr, Larry Fisher, Commissioner Evan Frasure, Thomas Ottaway, Scott Smith (Chairman) and Scott Turner.

Members absent/excused: Mayor Brian Blad, Russ Meyers.

Staff present: Melanie Gygli, Planning & Development Services Director, Kirk Bybee, Chief Civil Deputy Attorney, Merril Quayle, Development Engineer, Joyce Stroschein, Treasurer; and John Regetz with Bannock Development Corporation (ex-officio).

The Board of Commissioners adjourned from regular session into executive session at approximately 11:20 a.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 (T. Ottaway, S. Turner)** to adjourn to executive session pursuant to Idaho Code §74-206(1)(e). **The motion passed** by roll call vote (**Ayes: Ottaway, Turner, Brown, Carr, Fisher, Frasure, Smith; Nays: None**). Upon **MSC (E. Frasure, S. Turner)** the Board reconvened to regular session at approximately 12:28 p.m.

By: 
Melanie Gygli
Interim Executive Director