

POCATELLO DEVELOPMENT AUTHORITY MEETING MINUTES
July 19, 2017

Chairman Smith called the meeting to order at 11:07 a.m.

Members present: Councilman Steve Brown, Larry Fisher (arrived 11:17 a.m.), Commissioner Evan Frasure, Thomas Ottaway, Scott Smith (Chairman) and Scott Turner.

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

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

Guests present: Buck Swaney, Ken Pape, Paul Feser, Nathan Wells (all left the meeting at approximately 12:30 p.m.).

Introductions, Conflicts, and Agenda: There were no conflicts disclosed. Chair **S. Smith** read a letter from Bannock County Commission Evan Frasure announcing that Devin Hillam no longer works for the County and that Tiffany Olsen, as their new management assistant, will be participating ex-officio with the PDA.

To accommodate the guests, S. Smith suggested a modification to the meeting to move directly into executive session.

1. Executive Session:

Chair S. 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 (S. Brown, E. Frasure)** to adjourn to executive session pursuant to Idaho Code §74-206(1)(e). **The motion passed** by roll call vote (**Ayes: Brown, Frasure, Ottaway, Smith, Turner; Nays: None**). Upon **MSC (S. Turner, T. Ottaway)** the Board reconvened to regular session at approximately 12:23 p.m.

2. Action and Discussion Items:

Agenda Item No. 7: Olympus Drive Extension. It was **MSC (E. Frasure, T. Ottaway)** to add, within the PDA's \$2 million commitment, authorization for the funds to be used for surveying, roadway dedication platting, engineering design, soil exploration and geotechnical work, as well as targeted stubbing of utilities along the right-of-way both north and south of the planned Northgate Parkway.

L. Fisher left the meeting at approximately 12:29 p.m.

It was **MSC (S. Turner, T. Ottaway)** to authorize, subject to legal counsel's review, the Chair's signature on the Idaho Transportation Department Construction Cooperative Agreement for the

Northgate Interchange project, with the condition that the contract clearly state the limit of the PDA's contribution to be \$2 million.

It was **MSC (T. Ottaway, S. Brown)** to authorize payment of \$25,000 from the PDA's \$2 million commitment, subject to signing of an Economic Development Agreement and a verified, paid invoice, to Millennial Development Partners for the purposes of surveying and roadway dedication platting for the Olympus Drive extension project.

Agenda Item No. 1: Minutes. The minutes of the regularly scheduled meeting and executive session of June 21, 2017 were reviewed. It was then **MSC (S. Turner, T. Ottaway)** to approve the minutes as prepared.

Agenda Item No. 2: Financial Report. **J. Stroschein** presented the Financial Reports for the month of June. At month end, the Authority had cash on hand of \$7,216,410.47. The checking account balance was \$3,747,952.89, the savings account was \$746,549.41, and cash held by Zions Trust amounted to \$2,722,410.47. The Authority recognized normal financial activity during the month of June, receiving revenues totaling \$202,420.12 of which \$835.41 was interest earnings on cash invested, \$200,430.12 in property tax, and \$750.00 in rental income from the Positron facility. Expenses for June were \$132.98. J. Stroschein briefly reviewed the balances in each TIF district. She noted that the Authority is in a good financial position. Concurrent with the budget discussion scheduled for the August meeting, she plans to discuss the possibility of seeking new financial services for the Authority. It was then **MSC (T. Ottaway, S. Turner)** to approve the June 2017 Financial Report as presented.

Agenda Item No. 3: Payment Requests/Reimbursements. **M. Gygli** presented a request for payment to New Day Products, Inc., for \$29.70 in payment for a plaque recognizing Dean Tranmer's service to the PDA. It was **MSC (T. Ottaway, S. Turner)** to approve payment of this invoice.

It was noted that S. Turner made the presentation at Dean's retirement party and that Dean was appreciative of being recognized.

Agenda Item No. 4: EDGA Terms/Payment Request. **M. Gygli** advised the Board that proof of Driscoll/TopHay's (D/TH) payment to Idaho Power of \$52,500 has been received. Further, DTH has agreed, if acceptable to the Board, to repayment terms should D/TH not be operative for a period of five years of an interest rate of prime + 1 percent, over five years. Following brief discussion, it was **MSC (E. Frasure, S. Turner)** to approve the repayment terms, and authorize the Chair's signature on the Economic Development Grant Agreement and payment of the grant assistance.

3. Adjournment:

Due to time constraints, the remainder of the agenda items was postponed until the August meeting and the meeting was adjourned at 12:40 p.m.

By: Melanie Gygli
Melanie Gygli, Interim Executive Director

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EXECUTIVE SESSION
July 19, 2017

Members present: Councilman Steve Brown, Larry Fisher (arrived at 11:17), Commissioner Evan Frasure, Thomas Ottaway, Scott Smith (Chairman) and Scott Turner.

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

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

Guests present: Buck Swaney, Ken Pape, Paul Feser, Nathan Wells

The Board of Commissioners adjourned from regular session into executive session at approximately 11:10 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 (S. Brown, E. Frasure)** to adjourn to executive session pursuant to Idaho Code §74-206(1)(e). **The motion passed** by roll call vote (**Ayes: Brown, Frasure, Ottaway, Smith, Turner; Nays: None**). Upon **MSC (S. Turner, T. Ottaway)** the Board reconvened to regular session at approximately 12:23 p.m.

By: _____


Melanie Gygli
Interim Executive Director