

POCATELLO DEVELOPMENT AUTHORITY MEETING MINUTES
September 20, 2017

Chairman Smith called the meeting to order at 11:10 a.m.

Members Present: Brian Blad, Steve Brown, Chad Carr, Evan Frasure, Thomas Ottaway, and Scott Smith.

Members Excused: Larry Fisher, Russ Meyers and Scott Turner.

Staff present: Aceline McCulla P&DS Assistant; Kirk Bybee, Chief Civil Deputy Attorney (arrived 11:34 a.m.); Jeff Mansfield, Public Works Director/City Engineer; Merrill Quayle, Development Engineer; Joyce Stroschein, Treasurer; Tiffany Olsen, Bannock County (ex officio); and John Regetz with Bannock Development Corporation (ex-officio).

Guests present: Sean Luangrath (left at approximately 12:01 p.m.). Jared Johnson, Buck Swaney, Ken Pape, Tom Ballard, Nathan Wells, Todd Young, and Mike Jaglowski (all left the meeting approximately 12:25 p.m.).

Introductions, Conflicts, and Agenda: There were no conflicts disclosed.

To accommodate the guests, **Chair Smith** suggested a modification to the meeting to move directly into the executive session following Agenda item No. 4.

1. Action and Discussion Items:

Agenda Item No. 1: Minutes

The minutes of the regularly scheduled and executive session minutes of August 16, 2017, were reviewed. It was then **MSC (B. Blad, C. Carr)** to approve the minutes as written.

Agenda Item No. 2: Financial Report

J. Stroschein stated that at month end the Authority had cash on hand of \$7,116,733.09. The checking account balance was \$3,599,998.33, the savings account was \$746,587.45, and cash being held by Zion's Trust amounted to \$2,770,147.31. Pocatello Development Authority recognized normal financial activity during the month of August. The Authority received revenues totaling \$4,219.76, of which \$1,492.34 was interest earnings on cash invested and property tax. Rental income from the Positron facility was received for \$750.00, and property tax remittances totaled \$1,977.42. Expenses paid for the month totaled \$632,076.44. Administrative expenses were \$159.24 for the lunch meeting. North Yellowstone District debt service payment totaled \$630,917.20, and the Arbitrage Compliance payment totaled \$1,000.00. Year to date revenues of \$2,004,013.15 exceed expenses of \$1,160,977.50 for a net income of \$843,035.65. It was **MSC (B. Blad, E. Frasure)** to approve the August 2017 Financial Report as presented.

Stroschein received a letter from the Bannock County Clerk for tax years 2014, 2015, and 2016 stating a property tax allocation error between Pocatello urban monies and Pocatello's 2013 bond tax distributions occurred for \$23,692.41. Stroschein will issue a check to the City of Pocatello bond fund to resolve the issue; no further action is required by the PDA Board.

Agenda Item No. 3: Payment Requests/Reimbursements

J. Stroschein presented the following invoices for payments: 1) ICRMP in the amount of \$5,960 (10/1/17 to 9/30/18 Member Contribution). 2) Idaho State Publishing in the amount of \$115.19 (publish budget hearing notice). 3) Idaho State Publishing in the amount of \$357.80 (publish budget).

It was **MSC (C. Carr, T. Ottaway)** to approve the payment requests for August.

2. Executive Session:

Chair 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 the executive session pursuant to Idaho Code §74-206(1)(e) at 11:25 a.m. The motion passed by roll call vote (**Ayes: Blad, Brown, Frasure, Ottaway, Smith. Nays: None**).

Upon **MSC (E. Frasure, C. Carr)** the Board reconvened to regular session at approximately 12:02 p.m.

Agenda Item No. 4 and 5: Northgate Interchange - Olympus Road Extension Participation and Local Road Cooperative Agreement

Chair Smith noted that Agenda Item No. 4 and 5 would be one agenda item and combined during the discussion. The Board agreed to have a special meeting on September 29, 2017, at 12:00 p.m. to review and discuss the revised four-way Cooperative Agreement.

Agenda Item No. 6: Bid for Property Clean Up Services

Quayle stated a RFP has been developed to obtain bids for cleanup and fencing of the PDA property on Highway 30. The property in question was purchased for the purpose of an overpass over the railroad. The property is located between the highway and the railroad adjacent to Highway 30 and east of Batiste Road. This land has become a dumping ground of various debris, which will be taken to either site B for landfill or to site A. The RFP calls for a 12-foot wide gate, 300 feet of 48-inch fencing, and relocation of concrete barriers on the far drive, to keep people out once the property is cleaned up. The hope is to receive three or four quotes. It was **MSC (B. Blad, C. Carr)** to approve the release of the RFP to clean up the debris and fence the PDA property on Highway 30.

Upcoming Events/Information:

None at this time.

3. Adjournment:

With no other business, **Chair Smith** adjourned the meeting at 12:52 p.m.

Submitted by: *Aceline McCulla* Approved on: _____
Aceline McCulla, PDS Assistant

POCATELLO DEVELOPMENT AUTHORITY MEETING MINUTES
EXECUTIVE SESSION
September 20, 2017

Members present: Brian Blad, Steve Brown, Chad Carr, Evan Frasure, Thomas Ottaway, and Scott Smith.

Members absent/excused: Larry Fisher, Russ Meyers, and Scott Turner.

Staff present: Aceline McCulla, P&DS Assistant, Kirk Bybee, Chief Civil Deputy Attorney, Jeff Mansfield, Public Works Director/City Engineer, Merril Quayle, Development Engineer, Joyce Stroschein, Treasurer, Tiffany Olsen, Bannock County (ex-officio), and John Regetz, Bannock Development Corporation (ex-officio).

Guests present: Sean Luangrath

The Board of Commissioners adjourned from regular session into executive session at approximately 11:25 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 the executive session pursuant to Idaho Code §74-206(1)(e). **The motion passed** by roll call vote (**Ayes: Blad, Brown, Frasure, Ottaway, Smith. Nays: None**).

Upon **MSC (E. Frasure, C. Carr)** the Board reconvened to regular session at approximately 12:02 p.m.

Submitted by: *Aceline McCulla* Approved on: _____
Aceline McCulla, PDS Assistant