

**POCATELLO DEVELOPMENT AUTHORITY
MEETING MINUTES
DECEMBER 18, 2019**

Members present: Brian Blad (11:20 a.m.), Chad Carr, Jim Johnston, Rob Lion, Thomas Ottaway, Scott Smith, Terrel Tovey, Scott Turner, and David Villarreal

Others present: Melanie Gygli, Interim Executive Director; Jared Johnson, Pocatello City Attorney; Merrill Quayle, Pocatello Public Works Development Engineer; Carl Anderson, Pocatello Senior Planner; John Regetz, Bannock Development Corporation; Heidi Adamson, Pocatello City Council; Tanner Hernandez, Mitch Greer, Prime Time Auctions; other members of the public

Agenda Item No. 1: Call to Order and Disclosure of Conflicts of Interest. Chair Scott Smith called the meeting to order to 11:00 a.m. No conflicts were disclosed at this time.

Agenda Item No. 2: Approval of the Agenda. Upon MSC (J. Johnston, T. Tovey) the agenda was approved.

Agenda Item No. 3: Minutes. The minutes of the Regular Meeting of November 20, 2019 were considered. It was then MSC (J. Johnston, T. Tovey) to approve the minutes as presented.

Agenda Item No. 4: Financial Report. Because of the Treasurer's absence, the November financial report will be presented at the next meeting. Gygli noted the Hoku sale closed, and \$1.25 million has been deposited to the PDA's account (the only cost being the \$15.00 wire fee).

Agenda Item No. 5: Payment Requests/Reimbursements and Agenda Item No. 7 – Naval Ordnance Plant District. The Chair asked that these agenda items be considered together. The following invoices were considered for payment:

- a. \$430.00 from General Fund to Elam & Burke for legal fees re: Special Counsel General
- b. \$5,800.00 from North Portneuf District Fund to Stacey & Parks for legal services re: North Portneuf TIF District.
- c. \$31,171.00 from Naval Ordnance Plant District to Superior Asphalt

Gygli reviewed the payment requests, stating the invoices accurately reflect work performed or goods and services provided, and are appropriate for payment. It was then MSC (T. Tovey, R. Lion) to approve the payment requests.

Agenda Item No. 6: Appointment of Deputy Treasurer. Gygli explained the City has hired a new Deputy CFO, Bonny Schroeder. One of the deputy CFO's duties is to act as the PDA's treasurer in her absence. This is a position called out in the Board's Bylaws and so requires formal action.

Following brief discussion, it was MSC (J. Johnston, T. Tovey) to appoint Bonny Schroeder as the Board's Deputy Treasurer.

Agenda Item No. 8: Potential TIF District. Gygli provided an overview of a potential TIF district on South 5th to include property near the I-15 off-ramp. She distributed additional information just provided by Tanner Hernandez with larger boundaries and potential projects and costs. Hernandez explained his proposal, which potentially includes a Maverik store on property adjacent the off-ramp (still doing due diligence and a traffic study) and a new location for Prime Time. Other new businesses that could be included in an urban renewal area are proposed self-storage and a manufactured home business near Bengal Creek. Proposed projects range from putting cables underground to a traffic light at the off-ramp.

Lengthy discussion followed regarding what properties might be included; whether sufficient increment would be created by the potential new businesses to fund the desired improvements; Idaho Code requirements for creating an urban renewal area; companies that might follow the initial "anchor" development. The consensus was that the idea is worth exploring further, but a better idea of potential increment and firmer costs of proposed projects will be needed

before a determination can be made on a potential plan's feasibility. Hernandez was encouraged to reach out to the Chair and Gygli for assistance. Gygli will provide a copy of the feasibility study done for the Northgate plan development to show the kind of information that is needed. This item will be included on future agendas for discussion.

Agenda Item No. 9: North Portneuf TIF District. Gygli reported the property sale closed, at the agreed price of \$1.25 million and all closing costs and back taxes were paid. The funds will be credited to either the general fund or the North Portneuf fund, in accordance to where the property purchase money originated (Gygli will research). Consideration of payment of the remainder owed to the City (which may require a budget amendment) will be added to a future agenda.

Board members discussed how to move forward with this URA, and whether it would be better to close the existing district and open a new area. The current plan does not expire until 2030 and there are still projects listed in the original plan that could be completed. Whether those projects are useful for the new owners and the development they anticipate is unknown. Gygli will contact Portneuf Capital for discussion on their plans and how or whether this URA still is useful.

Agenda Item No. 10: Calendar Review.

--2020 Meeting Calendar: Gygli presented the meeting schedule for 2020. She noted the hearing on the annual report will be 2/19/20 and the work session with the City Council will be 2/13/20.

--Educating Legislators: Turner raised the issue of needing to educate area legislators on the use and importance of urban renewal and TIF districts. Board members discussed the need to show the successes that the PDA has had, suggesting a one-page description of the PDA's work, in addition to the information that will be provided by the RAI.

--Educational Infographic: Lion said he is working on the educational infographic. He will send information out to the group for review and input.

--Frigitek: Regetz stated the cold storage and transload projects are still moving forward, site layout work is being done, and the Idaho Economic Development Council and Department of Commerce are considering applications for assistance.

Adjournment: There being no further business, the meeting adjourned at approximately 12:01 p.m.

By: _____
Melanie Gygli, Interim Executive Director/Secretary