

POCATELLO DEVELOPMENT AUTHORITY
MEETING MINUTES
February 19, 2020

Members present: Heidi Adamson, Chad Carr, Rob Lion, Scott Smith, Terrel Tovey, Scott Turner, David Villareal

Members absent/excused: Mayor Brian Blad, Thomas Ottaway

Others present: Carl Anderson, Pocatello Senior Planner; Ashley Linton-Welsh, Treasurer; Jared Johnson, Pocatello City Attorney; Merrill Quayle, Pocatello Public Works Development Engineer; Jeff Mansfield, Pocatello Public Works Director; John Regetz, Bannock Development Corporation; Tanner Hernandez, Prime Time Auctions; Mitch Greer, RMES; Corey Krantz and Chris Peirsol from Idaho Transportation Department; Doug Meldrum, Representing Maverick by phone; 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 at approximately 11:03 a.m. No conflicts were disclosed at this time.

Agenda Item No. 2: Approval of the Agenda. Upon **MSC (T. Tovey, R. Lion)** the agenda was approved.

Agenda Item No. 3: Minutes. The minutes of the Regular Meeting of January 15, 2020 were considered. It was then **MSC (R. Lion, T. Tovey)** to approve the minutes, with one correction to remove J. Johnston from members listed as absent/excused.

Agenda Item No. 4: Financial Report. **Linton-Welsh** presented the January financial report. At the end of the reporting period, the Authority had cash on hand of \$4,031,492.54, with checking account balance of \$4,031,467.54 and savings account was \$25.00. The Authority recognized financial activity as follows: revenue totaled \$53,250.89, of which \$952.48 was interest earnings on cash invested, \$1,262.85 from personal property tax and \$51,035.56 from property tax. Expenses totaled \$130.64, which included the administrative expenses of \$130.64.

Board members discussed fund balance and then it was **MSC (T. Tovey, C. Carr)** to approve the December financial report.

Agenda Item No. 5: Expense Payments & Reimbursements. The following invoices were considered for payment:

- a. \$80.00 from North Portneuf District Fund to Stacey & Parks for legal services re: North Portneuf TIF District.
- b. \$312.40 from General Fund to Idaho State Publishing for annual report & budget amendment notice of hearing.

Anderson reviewed the payment requests, stating the invoices accurately reflect work performed or goods and services provided, and are appropriate for payment. **T. Tovey** indicated that he would like to receive a running tally of accruing cost within the Northgate TIF District on the monthly financial report. It was then **MSC (T. Tovey, S. Turner)** to approve the payment requests.

Agenda Item No. 6: General Fund Loan – Station Square. **Anderson** reviewed the agenda item to ratify the Chairman's signature on the request for reconveyance of the Deed of Trust securing the PDA's loan to Station Square. Following discussion, it was **MSC (T. Tovey, H. Adamson)** to approve payment to ratify the Chairman's signature on the request of reconveyance of the Deed of Trust securing the PDA's loan to Station Square.

Agenda Item No. 7: Public Hearing/Action Item – FY2020 Budget Amendment. **Linton-Welsh** presented the proposed amendments to the PDA's FY 2020 adopted budget in order to allow for the expenditure of unanticipated revenue related to the sale of the "Hoku" property. The total revenue generated from the sale of the "Hoku" property was \$1,374,082.50 of which \$319,449.56 will be paid to the General fund, \$224,247.51 to the City of Pocatello for the Hoku land purchase and the remainder paid to the North Portneuf TIF district contingency fund.

Smith opened the public hearing, calling for comments in favor of, neutral to, and opposed to the budget amendment. One public comment was received opposed to the budget amendment as proposed. **Heather Disselkoen** presented her concerns regarding the contingency line item in the general fund and the payment of funds from the sale of the Hoku property into the General Fund. **Disselkoen** indicated that she believes that this is not standard practice within other municipalities. With no further public comment, the public hearing was closed **MSC (T. Tovey, C. Carr)**.

T. Tovey suggested that contingency fund items may be broken out by TIF district. **Linton-Welsh** stated that the contingency funds would need to be approved before the money is spent within a district, and further clarified that the funds are listed separately within the budget. Following discussion, the board voted to approve the budget amendment as proposed **MSC (C. Carr, T. Tovey)**.

Agenda Item No. 8: Report/Public Hearing – 2019 Annual Report of the Pocatello Development Authority.

The public hearing was opened **MSC (T. Tovey, S. Turner)**.

Anderson summarized the 2019 Annual Report of the Pocatello Development Authority. The North Yellowstone URA was closed ahead of schedule returning \$1,455,007 to the tax entities and adding almost \$66,000,000 to the tax rolls going forward. On December 6th of 2019, the Northgate interchange was opened to traffic. The PDA continued to work towards redevelopment of the “Hoku” site. This property was sold late in 2019 to Portneuf Capital, which is undertaking redevelopment of the site. The Pocatello City Council adopted an ordinance creating the urban renewal area and tax increment financing plan for the Northgate development. Receipt of funds for projects in this area are projected to begin in 2021. The PDA continued to support the Redevelopment Association of Idaho in legislative efforts to save/enhance urban renewal laws for Idaho. There are currently 4 open Urban Renewal districts which are, the Naval Ordinance Plant, North Portneuf District, Pocatello Regional Airport, and recently the Northgate District. Moving forward, the board may wish to address its future plans with the North Portneuf District.

Smith opened the public hearing to comments in favor of, neutral to, and opposed to the budget amendment. Upon there being no public comment the hearing was closed **MSC (S. Turner, C. Carr)**.

Agenda Item No 9: Potential TIF District. **Hernandez** introduced the request for a potential TIF district and progress on the project to date.

Doug Meldrum, representing Maverick, joined the meeting by phone at approximately 11:36 AM.

Hernandez stated that a meeting was held with the Idaho Transportation Department on February 7, 2020.

A joint venture was proposed on a potential traffic signal at the north intersection of the adjacent interchange to I-15. It was proposed that PDA use existing funds to support the project.

Corey Krantz from ITD stated that if the traffic impact study shows that a traffic signal is required, the developer should incur the cost of the signal. The Board discussed the requirements for a signal and Krantz clarified ITD’s process for designating funding to projects such as the subject signal. Discussion surrounding the potential cost of a traffic signal ensued.

The board discussed the process of creating a TIF and the potential impacts to the developer’s timeline. The requirements for an additional signal were discussed and it was clarified that the subject traffic signal might be paid by ITD if a signal were warranted. **Krantz** stated that if the signal were warranted that the best case for ITD’s project timeline would be 2028 and further discussed ITD’s funding process.

The board suggested that the City may need to be brought in on a signal. **Mansfield** stated that this may be premature and that Bannock Transportation Planning Organization should be brought up to speed on the project. Discussion regarding the City’s process for these type of projects ensued.

The board discussed potential issues of the tax base, should the TIF district proceed. **Smith** clarified the statutory requirements for establishing a TIF district.

Discussion ensued as to when the base would be set and the next steps that the applicant needs to undertake to move the request forward.

Agenda Item No. 10: Report – Petersen Inc. Annual Report. **Anderson** presented the annual report from Peterson Inc. It was reported that Petersen Inc. is in good standing with the terms of the current grant, loan and guarantee terms, providing a minimum of 50 full time employees and showing 63 employees on their rolls.

Agenda Item No 11: Executive Session. To provide an update on a potential economic development opportunity, at approximately 12:20 p.m., **it was moved and seconded (T. Tovey, R. Lion)** to adjourn to executive session pursuant to Idaho Code §74-206(1)(e). **The motion passed by roll call vote (Ayes: Tovey, Lion, Adamson, Carr, Smith, Turner, Villareal. Nays: None.)** At approximately 12:55 p.m., by **MSC (T. Tovey, R. Lion)** the Board reconvened to regular session.

Agenda Item No. 12: Calendar Review.

-Work Session: **Tovey** suggested that the Board consider a work session on current practices and policies under which the Board is currently operating.

Agenda Item No. 13 Adjournment: There being no further business, the meeting adjourned at approximately 1:00 p.m.

By: _____
Carl Anderson, Senior Planner