

**POCATELLO DEVELOPMENT AUTHORITY
MEETING MINUTES
June 17, 2020**

Members present: Heidi Adamson, Mayor Brian Blad, Chad Carr, Scott Turner, Terrel Tovey, David Villareal

Members absent/excused: Rob Lion, Thomas Ottaway, Scott Smith

Others present: Carl Anderson, Pocatello Senior Planner; Ashley Linton-Welsh, Treasurer (Conference Call); Jared Johnson, Pocatello City Attorney; Merrill Quayle, Pocatello Public Works Development Engineer; John Regetz, Bannock Development Corporation; L.D. Barthlome, Portneuf Capital (call in); Tanner Hernandez, Prime Time Auctions; Mitch Greer, Rocky Mountain Engineering & Surveying; Meghan Sullivan Conrad, Elam & Burke; and other members of the public

Agenda Item No. 1: Call to Order and Disclosure of Conflicts of Interest. Vice Chair Chad Carr called the meeting to order at approximately 11:02 a.m. No conflicts were disclosed at this time.

Agenda Item No. 2: Minutes. The minutes from the Board of Commissioners Regular Meeting held May 20, 2020, and the special meeting held on June 2, 2020, were considered. It was then **MSC (H. Adamson, T. Tovey)** to approve the minutes as presented. The Board discussed that the draft minutes may be available to the public prior to final approval by the Board due to there being one meeting per month.

Agenda Item No. 3: Financial Report Linton-Welsh presented the May financial report. At the end of the reporting period, the Authority had cash on hand of \$3,911,258.71, with checking account balance of \$3,911,233.71 and savings account was \$25.00. The Authority recognized financial activity as follows: net revenue totaled \$798.14, of which \$847.80 was interest earnings on cash invested and expenses totaled \$49.66 in administrative expenses. The Board discussed fund balance and it was then **MSC (T. Tovey, B. Blad)** to approve the May financial report.

Agenda Item No. 4: Expense Payments & Reimbursements. The following invoices were considered for payment:

- a. \$6,385.50 from General Fund to Elam & Burke for legal fees for the month of May re: Special General Counsel.
- b. \$270.00 from the North Portneuf fund to Stacey & Parks for legal services re: Client Communication.

Anderson reviewed the payment requests and clarified the amount due to Elam & Burke, stating the invoices accurately reflect work performed for services provided, and are appropriate for payment. It was then **MSC (T. Tovey, H. Adamson)** to approve the payment requests.

Agenda Item No. 5: North Portneuf TIF District. Anderson introduced the draft owner participation agreement with Portneuf Capital, LLC, stating that this draft has been reviewed by the Developer. The Board discussed the process for the remainder of the request, not included in the draft OPA, and the requirements discussed at the June 2, 2020, special meeting. LD Barthlome was present via conference call and discussed timing of the potential roadway. With no further discussion it was then **MSC (T. Tovey, S. Turner)** to approve the draft owner participation agreement with Portneuf Capital, LLC and authorize the Chair to sign the agreement.

Agenda Item No. 6: Airport TIF District: This item was pulled from the agenda at the request of the Developer.

Agenda Item No. 7: Potential TIF District: Anderson introduced the proposal from the Developer, Tanner Hernandez, for a potential urban renewal area/revenue allocation district in the South 5th area. Hernandez discussed the proposal for a new TIF in the South 5th area and stated that he is requesting a vote on the request. He stated that the Idaho Transportation Department is requiring that the developer cover the cost of a traffic signal and the acceleration/deceleration lane. He stated that Maverick is able to cover the cost of the lane, but not the full cost of the traffic signal.

The Developer discussed their legal attorney's finding as submitted with their request. He stated that the traffic engineer stated that the development of Maverick at the location would generate an increase in traffic up to 13% and that Maverick is willing to cover 13% of the required traffic signal.

Discussion ensued amongst the Board as to the projected cost of the traffic signal. The Board discussed the feasibility of a TIF and the area that it might cover, as well as the process for forming a TIF. The Board discussed the possible ways of gathering public opinion in entering into a new TIF in the area and other potential means of funding. It was stated that a feasibility study would be needed, and the analysis done to determine eligibility of a TIF. The Developer stated that the project may be broken into three separate components include 1) the traffic signal; 2) acceleration/deceleration lane; and 3) projects identified in the applicants request. It was stated that it typically takes approximately 12 months for a TIF to be established. It was clarified that the PDA does not have the authority to commit funds before a project area is in place. The Board ensued in discussion regarding the process moving forward and the history of TIF proposals in the area.

With no further discussion it was **MSC (T. Tovey, B. Blad)** to initiate a feasibility study and TIF development in the South 5th area of Pocatello and to determine eligibility, understanding that the PDA will conduct and facilitate the study, and understanding that the area may include a broader area with the resulting TIF potentially being a smaller area. It was clarified that it is not necessary for professional services to go out to bid.

Agenda Item No. 8: Calendar Review: No calendar updates were provide. The Board discussed that they would like to discuss the mission of the Pocatello Development Authority and the types of projects that the Board will consider for funding from the general fund moving forward.

Agenda Item No. 9: Adjourn: There being no further business, the meeting adjourned at approximately 12:11 p.m.

By: _____
Carl Anderson
Interim Executive Director