

**POCATELLO DEVELOPMENT AUTHORITY**  
**MEETING MINUTES**  
**September 18, 2020**

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

**Members absent/excused:** Mayor Brian Blad, Chad Carr, Thomas Ottaway

**Others present:** Carl Anderson, Pocatello Senior Planner; Jared Johnson, Pocatello City Attorney; Jim Johnston, Bannock Development Corporation; Heather Disselkoen; LD Barthlome, Portneuf Capital LLC; Curtis LeClair, Brandon Lee, and 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 11:02 a.m. No conflicts were disclosed. It was **MSC (T. Tovey, R. Lion)** to amend agenda item number 6 from an executive session under Idaho Code §74-206(1) (e) to an action item in which to discuss a general hotel waterpark development in Pocatello, and consider a potential public private partnership opportunity on an economic feasibility study.

**Agenda Item No. 2: Minutes.** The minutes from the Board of Commissioners Regular Meeting held August 19, 2020, were considered. It was then **MSC (T. Tovey, H. Adamson)** to approve the minutes as presented.

**Agenda Item No. 3: Financial Report** **C. Anderson** also presented the **August** financial report. At the end of the reporting period, the Authority had cash on hand of \$4,373,063.22, with checking account balance of \$4,373,038.22 and savings account was \$25.00. The Authority recognized financial activity as follows: net income totaled -\$8,673.24, of which \$52,655.30 was interest income and loans, and property taxes. Expenses totaled \$62,328.54 including administrative, capital construction and professional services cost. With no further discussion it was then **MSC (H. Adamson, R. Lion)** to approve the June and July financial report.

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

- a. \$494.50 from General Fund to Elam & Burke for legal fees for the month of August re: Special Counsel General
- b. \$6,702.00 from General Fund to ICRMP for FY2021 premium.
- c. \$329.50 from the General Fund to Idaho State Publishing for legal noticing of budget.

**C. Anderson** reviewed the payment requests, stating the invoices accurately reflect work performed for services provided, and are appropriate for payment. It was then **MSC (H. Adamson, R. Lion)** to approve the payment requests.

**Agenda Item No.5: North Portneuf TIF District:** **C. Anderson** introduced the request from Portneuf Capital LLC, for reimbursement of work completed under the owner participation agreement as approved by the Board on June 17, 2020 and authorized on June 02, 2020. The request was for the Board is from Portneuf Capital, LLC for a reimbursement amount of \$420,000 from the North Portneuf TIF District, under the Owner Participation agreement as approved and authorized by the Board. The Total amount in the attached invoices is \$421,213.43 and the amount request for reimbursement is the \$420,000. The work performed includes the extension and installation of utilities including power, gas and fiber optic. The work has been completed and to the extent of the invoices include in the agenda packet. A site visit was done on September 14<sup>th</sup> and additional verification was provided on 9/17/2020. All invoices have been paid by the applicant. Should the Board wish to approve the request, the total reimbursement would be a onetime payment of \$420,000.00. Merril Quayle is present to provide additional information regarding the construction of the subject utilizes.

It was stated that the request are in line with the previously approved request by the Board. It was then **MSC (H. Adamson, R. Lion)** to approve the reimbursement requests of \$420,000.00 and authorize the Chair to sign the confirmation of reimbursement.

**Agenda Item No.6: Hotel Waterpark and Economic Feasibility study:** **C. Anderson** introduced the agenda item and turned the time over to Curtis LeClair, the project representative. **C. LeClair** summarized the project, a hotel water park within the City of Pocatello. The applicant team is desirous of conducting and economic feasibility study of the potential benefits of the project to the City of Pocatello. The request from the applicant would be to see if the Board would be interested in partnering on the feasibility study. **S. Smith** clarified that the Board has not historically pursued economic feasibility studies outside of TIF districts. **C. LeClair** clarified that the locations they are evaluating are not in a current TIF district. The Board ensued in discussion regarding the project timeline, cost of the project and the benefits of the economic feasibility study. It was recommended that the applicant contact the Department of Commerce, as well as look at other communities that have done similar public/private partnerships. With no further discussion, the agenda item concluded.

**Agenda Item No. 7: Calendar Review:** **C. Anderson** provided an update on the status of a work session which was rescheduled to Monday, October 5<sup>th</sup>, at 11:00 AM. No additional calendar updates were provide.

**Agenda Item No.8: Adjourn:** There being no further business, the meeting adjourned at approximately 12:35 p.m.

By: \_\_\_\_\_  
Carl Anderson  
Interim Executive Director