

POCATELLO DEVELOPMENT AUTHORITY
Meeting Minutes for August 25, 2021, at 11:00 AM
Council Chambers, 911 N 7th Avenue, Pocatello, Id

Present: Heidi Adamson, Victoria Byrd, Greg Gunter, Jim Johnston, Terrel Tovey and David Villarreal.

Excused: Brian Blad, Rob Lion, and Scott Turner.

Others Present: Brent McLane, Executive Director; Aceline McCulla, and Merrill Quayle, Pocatello Dev. Engineer, Jeff Mansfield, Pocatello PW Director and City Engineer, and MiaCate Kennedy of Bannock Dev. Corp. ex-officio.

Agenda Item No. 1: Call to Order and Disclosure of Conflicts of Interest.

Chair Villarreal called the meeting to order at approximately 11:05 AM and no conflicts were disclosed.

Agenda Item No. 2: Approve the Minutes

The Board may wish to waive the oral reading of the minutes and approve the minutes from the Board of Commissioners meeting held July 21, 2021.

It was moved by **J. Johnston** and seconded by **G. Gunter** to approve the minutes from the Board of Commissioners meeting held July 21, 2021. Those in favor: Adamson, Byrd, Gunter, Johnston, Tovey and Villarreal. Unanimous. Motion Carried.

Agenda Item No. 3: Expense Payments & Reimbursements.

The Board may wish to approve the payment or reimbursement of the following PDA expenses:

- 3a. \$795.50 from General Fund to Elam & Burke for legal fees for the month of July re: Special Counsel General.

It was moved by **H. Adamson** and seconded by **J. Johnston** to approve the expense payments and reimbursements as presented. Those in favor: Adamson, Byrd, Gunter, Johnston, Tovey, and Villarreal. Unanimous. Motion Carried.

Agenda Item No. 4: PUBLIC HEARING FY2022 Budget. The Board will accept comment regarding the proposed FY2022 budget. Thereafter, the Board may wish to consider adoption of the FY2022 Budget

It was moved by **T. Tovey** and seconded by **G. Gunter** to open the public hearing. Those in favor: Adamson, Byrd, Gunter, Johnston, Tovey, and Villarreal. Unanimous. Motion Carried.

Chair Villarreal opened the public hear at 11:09 AM.

Those in favor or against: none

Those neutral:

Heather Disselkoen was in favor of the budget, but she objects that the general fund money is not fully reflective and TIF money was withheld in the central corridor. She provided some documentation for staff to investigate.

It was moved by **T. Tovey** and seconded by **J. Johnston** to close the public hearing at 11:15 AM. Those in favor: Adamson, Byrd, Gunter, Johnston, Tovey, and Villarreal. Unanimous. Motion Carried.

It was then moved by **J. Johnston** and seconded by **T. Tovey** to approve the budget as presented. Those in favor: Adamson, Byrd, Gunter, Johnston, Tovey, and Villarreal. Unanimous. Motion Carried.

It was then moved by **H. Adamson** and seconded by **J. Johnston** to adopt the FY2022 Budget. Those in favor: Adamson, Byrd, Gunter, Johnston, and Villarreal. Unanimous. Motion Carried.

It was moved by **H. Adamson** and seconded by **J. Johnston** to authorize City staff to investigate H. Disselkoe's inquiries in her testimony. Those in favor: Adamson, Byrd, Gunter, Johnston, and Villarreal. Unanimous. Motion Carried.

Agenda Item No. 5: CALENDAR REVIEW

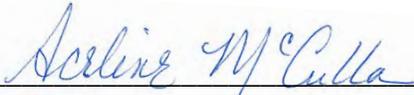
The Board may wish to take this opportunity to inform other Board members of upcoming meetings and events that should be called to their attention. The Board had nothing to discuss.

Chair Villarreal noted that he planned to have a consultant come and train the PDA in its boundaries and objectives as the PDA Board of Commissioners. The Board agreed this was a good idea. **Johnston** felt that MiaCate Kennedy of Bannock Development Corporation should be included in the training to help with economic development component, which was agreeable by the Board.

McLane will add this to the next meeting agenda.

Agenda Item No. 6: ADJOURN.

With no further business, it was moved by **T. Tovey** and seconded by **V. Byrd** to adjourn the meeting at 11:29 AM. Those in favor: Adamson, Byrd, Gunter, Johnston, and Villarreal. Unanimous. Motion Carried.


Submitted by: Aceline McCulla, Secretary

Approved on: September 15, 2021



Idaho Statutes

TITLE 50
MUNICIPAL CORPORATIONS
CHAPTER 29

LOCAL ECONOMIC DEVELOPMENT ACT

50-2909. ISSUANCE OF BONDS - BOND PROVISIONS. (1) If the local governing body of an authorized municipality has enacted an ordinance adopting a revenue allocation financing provision as part of an urban renewal plan, the urban renewal agency established by such municipality is hereby authorized and empowered:

(a) To apply the revenues allocated to it pursuant to section 50-2908, Idaho Code, for payment of the projected costs of any urban renewal project located in the revenue allocation area;

(b) To borrow money, incur indebtedness and issue one (1) or more series of bonds to finance or refinance, in whole or in part, the urban renewal projects authorized pursuant to such plan within the limits established by paragraph (c) of this subsection; and

(c) To pledge irrevocably to the payment of principal of and interest on such moneys borrowed, indebtedness incurred or bonds issued by the agency the revenues allocated to it pursuant to section 50-2908, Idaho Code.

All bonds issued under this section shall be issued in accordance with section 50-2012, Idaho Code, except that such bonds shall be payable solely from the special fund or funds established pursuant to section 50-2908, Idaho Code. On and after July 1, 2011, bonds may be issued for a maximum period of twenty (20) years.

(2) The agency shall be obligated and bound to pay such borrowed moneys, indebtedness, and bonds as the same shall become due, but only to the extent that the moneys are available in a special fund or funds established under section 50-2908, Idaho Code; and the agency is authorized to maintain an adequate reserve therefor from any moneys deposited in such a special fund or funds.

(3) Nothing in this chapter shall in any way impair any powers an urban renewal agency may have under subsection (a) of section 50-2012, Idaho Code.

(4) When the revenue allocation area plan budget described in section 50-2903(5), Idaho Code, estimates that all financial obligations have been provided for, the principal of and interest on such moneys, indebtedness and bonds have been paid in full, or when deposits in the special fund or funds created under this chapter are sufficient to pay such principal and interest as they come due, and to fund reserves, if any, or any other obligations of the agency funded through revenue allocation proceeds shall be satisfied and the agency has determined no additional project costs need be funded through revenue allocation financing, the allocation of revenues under section 50-2908, Idaho Code, shall thereupon cease; any moneys in such fund or funds in excess of the amount necessary to pay such principal and interest shall be distributed to the affected taxing districts in which the revenue allocation area is located in the same manner and proportion as the most recent distribution to the affected taxing districts of the taxes

on the taxable property located within the revenue allocation area; and the powers granted to the urban renewal agency under section 50-2909, Idaho Code, shall thereupon terminate.

History:

[50-2909, added 1988, ch. 210, sec. 9, p. 399; am. 2002, ch. 143, sec. 5, p. 401; am. 2011, ch. 317, sec. 9, p. 924.]

How current is this law?

Search the Idaho Statutes and Constitution

POCATELLO DEVELOPMENT AUTHORITY MEETING MINUTES
February 19, 2014

Members present: Brian Blad, Cynthia Hill, Larry Fisher, Russ Meyers, John Regetz (ex officio) and Chair Ryan Ward

Members absent: Karl Anderson, Darlene Gerry and Michael Orr

Staff present: Lonnie Crowell, Executive Director; Merrill Quayle, City Development Engineer; Dean Tranmer, Kirk Bybee, and Tiffany Olsen, City Legal Dept.; Jerry Higgins and David Swindell, City Finance Dept.

Chair R. Ward called the meeting to order at 11:04 a.m.

1. Preliminary matters:

A. Introductions, Conflicts, and Agenda: Guests included Buzz Pfeiffer and James Burdick with Idaho Power Company. No disclosures or conflicts with agenda items were acknowledged by the Commissioners. Russ Meyers requested permission by Chair Ward to add an item to the agenda to discuss current legislative topics.

B. Minutes: The Minutes of the regularly scheduled meeting of January 15, 2014 were reviewed. It was **MSC (B. Blad, C. Hill)** to approve the Minutes with an amendment to section 2(F) wherein it was **MSC (C. Hill, B. Blad)** to nominate Chair Ward to continue serving as the PDA Chair until the regular scheduled election in October 2014. Said Minutes have been amended.

C. Financial Report: J. Higgins presented the Financial Report for the month of January 2014. As anticipated, the Authority received a large amount of property taxes in January. \$640,419.41 was deposited of which \$526,225.70 belonged to the North Yellowstone District, \$49,047.67 to the Naval Ordinance District, \$55,722.69 to the Airport District, \$7,502.19 to the Central Corridor and \$1,921.16 to the North Portneuf District. In addition, the Authority received \$828.38 in principal and \$171.62 in interest on outstanding loans and investment earnings of \$145.32. Total revenue for the month was \$641,564.73. The Authority had \$127,010.04 in expenses. Luncheon costs of \$145.08 in the General Fund. Trustee fees of \$3,000.00 and arbitrage computation fees of \$1,950.00 in connection with the North Yellowstone District bonded debt and the annual employment incentive to Costco of \$122,014.96 for the North Yellowstone District. Net revenue for the District for the month was \$514,454.69. The net revenue generated represents 92% of the districts \$561,165.69 year to date revenue. At month end the District had \$670,341.95 in checking, \$4,245,155.32 in savings and \$2,784,879.26 in trust accounts with Zions Bank for total cash of \$7,700,376.53. **The majority of the cash in savings is in the Consolidated Corridor District. Of the \$4,307,362.54 in this District, \$3,000,000.00 has been pledged by the Authority to be used to complete the South Valley crossing.** It was **MSC (B. Blad, R. Meyers)** to approve the Financial Report as presented. Additionally, there were four (4) payment requests to be approved; (1) \$4,150.00 to Deaton and Company for their annual Audit of the PDA Financial Statements; (2) \$1,000.00 to XCell Engineering for a Geotechnical Engineering Evaluation at the Airport; (3) \$1,500.00 to Arbitrage Compliance Specialists for the 2012 Series A Bonds Arbitrage Rebate Calculation Interim of 1/24/13 to 1/24/14; and (4) \$1,950.00 to Arbitrage Compliance Specialists for the 2004 Series A Bonds Arbitrage Rebate Calculation Interim of 12/23/11 to 12/23/13. It was **MSC (R. Meyers, B. Blad)** to approve the payment of invoices to Deaton and Company, XCell Engineering, and two payments to Arbitrage Compliance Specialists.

2. General Discussion Items:

A. Legislative Update: R. Meyers stated there are 12 bills before the legislature at this time and a few that PDA should be concerned about; he then summarized two bills (one being HB490).

B. Ratification of Email Vote Regarding Idaho Power Request to Fund Study: An email vote was requested by L. Crowell on February 4, 2014 and which passed with four (4) yes votes and one (1) no vote. Idaho Power Representatives Buzz Pfeiffer and James Burdick were in attendance and responded to questions by the Authority regarding pre-payment for the study and what work will be performed in each phase of the study. After Idaho Power receives the PDA's deposit of \$1,500.00, the engineering assessment will begin. This assessment is a conceptual level cost estimate (feasibility study) of the project and will be completed within 30 days from receiving payment. If the deposit of \$1,500.00 is exhausted and additional man hours/time will be billed, Idaho Power will give proper notice to L. Crowell, in advance of work performed, and receive his permission to proceed. After the engineering assessment is complete, the next phase is a construction assessment. The deposit required for this phase is \$15,000.00. This construction assessment will narrow down the specific costs for the project and involves a larger team of experts to analyze the information gathered. Again, if the deposit of \$15,000.00 is exhausted and additional man hours/time will be billed, Idaho Power will give proper notice to L. Crowell, in advance of work performed, and receive his permission to proceed. The last phase is the final design and contract to finish the work. It is unknown at this time what billings will be incurred for this phase. B. Blad asked if the final design fee was included in the construction assessment cost. Mr. Burdick was not sure and will provide an answer at a later time. It was **MSC (B. Blad, R. Meyers)** to ratify the email vote to proceed with the Idaho Power request for \$1,500.00 as a deposit.

C. Positron Update: Kirk Bybee advised he has taken the liberty of contacting local and trusted attorney Craig Christensen to look at the Positron matter. At this time, he has not heard back from Mr. Christensen. As soon as he does, he will provide the Authority a full report.

D. JH Kelly Lease Update: Kirk Bybee explained JH Kelly has entered into a Lease Agreement with the City for the property formerly lease to Hoku. The term is for 3 years and the rental rate is \$1.00 per year. He explained this Agreement contains provisions to reimburse the City for the attorney's fees/costs it incurred in the bankruptcy action as well as an increased rental amount if JH Kelly is successful in recovering payment in full for Hoku's debts to Kelly via the bankruptcy action or other pending claims.

E. Chamber of Commerce and India: B. Blad asked the Authority if it was interested in having a representative from the India Chamber of Commerce present at a future PDA Meeting about conducting prospective business with India. It was decided the Authority will wait and see if and when the Mayor, on behalf of the City, meets with the representative and if the Mayor feels it would be a benefit to the PDA.

3. Adjournment:

There being no additional business, it was **MSC (C. Hill, B. Blad)** to adjourn the meeting at 12:01 p.m.

POCATELLO DEVELOPMENT AUTHORITY MEETING MINUTES
October 15, 2014

Members present: Brian Blad, Larry Fisher, Darlene Gerry, Cynthia Hill, Russell Meyers, Michael Orr, Linda Tigert, and Caroline Wight.

Members absent: John Regetz (ex officio) and Ryan Ward (Chair)

Staff present: Lon Crowell, Executive Director; Merril Quayle, City Development Engineer; Dean Tranmer and Tiffany Olsen, City Legal Dept.; and Joyce Stroschein, City Finance Dept.

Executive Director Crowell called the meeting to order at 11:05 a.m.

Introductions, Conflicts, and Agenda: There were no guests in attendance, no conflicts with the Agenda items, nor were there any deletions to the Agenda.

1. Action and Discussion Items:

Agenda Item No. 1: Minutes. The Minutes of the regularly scheduled meeting of September 17, 2014 were reviewed. It was **MSC (B. Blad, C. Hill)** to approve the Minutes as presented.

Agenda Item No. 2: Financial Report. **J. Stroschein** presented the Financial Report for the month of September 2014. At month end, the Authority had cash on hand of \$3,841,691.97. The checking account balance was \$3,095,758.36, the savings account was \$745,933.61, and cash being held by Zions Trust amounted to \$2,368,850.53. Pocatello Development Authority recognized modest financial activity during the month of September. The Authority received revenues totaling \$2,503.85 of which \$895.25 was interest earnings on cash invested and property taxes. The \$1,000.00 payment received on the note receivable applied \$177.43 towards the principal of the note. Property tax revenue totaled \$1,431.17 for the North Yellowstone District. Expenses for the month totaled \$2,306,209.28. **The Authority granted the City of Pocatello monies toward the Cheyenne Connector Project in the amount of \$1,850,000.** The Authority reimbursed the City \$450,000 for the land expenses related to the HOKU project. The remaining expenditures were to ICRMP for \$1,069.00 for liability insurance and the remaining amount of \$140.28 was for lunch. Year to date revenues of \$2,225,123.88 (see page 3) are not greater than expenses of \$3,153,792.22. The North Yellowstone District has a net income YTD of \$430,946.60. It was then **MSC (B. Blad, D. Gerry)** to approve the Financial Report as presented.

Agenda Item No. 3: Payment Requests/Reimbursements. **J. Stroschein** presented an invoice from Deaton and Company for the annual audit of the PDA Financials in the amount of \$4,130.00. It was **MSC (D. Gerry, B. Blad)** to pay the invoiced amount of \$4,130.00 to Deaton and Company upon conclusion of the annual audit. Vice-Chair R. Meyers executed the engagement letter.

Agenda Item No. 4: Peterson Incorporated: Update per semi-annual review of Economic Development Agreement. Petersen, Inc. provided a power point presentation documenting their performance which was presented to the Authority by L. Crowell. Although work has slowed down slightly, they have recently received several bid awards and currently have 56 positions on the payroll, with 53 over \$14.00 and an average wage of \$20.85 per hour. L. Crowell noted the last time he had a site visit, Petersen appeared quite busy with steady work flow.

Agenda Item No. 5: Positron, Inc. Foreclosure Update: **T. Olsen** informed the Board that PDA attorney Craig Christensen was finally able to meet with ISU's attorney David Alexander. Alexander confirmed ISU will consent to the non-judicial foreclosure of the leasehold interest and assured access to the property so it will not be landlocked.

Agenda Item No. 6: PDA Bylaws, Proposed Amendments: **T. Olsen** presented the amendments to the PDA's Bylaws pursuant to the Board's direction. The addition on page 3 was to allow telephonic participation by the members when necessary pursuant to the Idaho Open Meetings Law. The addition on page 4 was to terminate the employment or appointment of the Executive Director, Legal Counsel, Treasurer, Secretary or Technical Experts at the Board's discretion. **D. Gerry** asked for clarification on Page 3. Accordingly, that section will be modified and the new Bylaws will be executed at the next meeting.

Agenda Item No. 7: South Valley Road Request for Funds: **J. Stroschein** presented the billings for the remaining \$65,421.46 requested reimbursement from the City. Although the PDA had previously voted to reimburse the \$3.3M committed, this last batch of billings have been verified and are timely for reimbursement. It was **MSC (B. Blad, R. Meyers)** to reimburse the City \$65,421.46 to fully satisfy PDA's commitment.

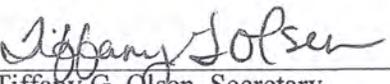
Agenda Item No. 8: Election of Officers; Chair, Vice Chair, Treasurer and Secretary: The election of officers for the 2014-2015 year were discussed. It was **MSC (R. Meyers, C. Hill)** to elect Michael Orr to the position of Chair; **MSC (C. Hill, B. Blad)** to elect Russell Meyers to the position of Vice-Chair; **MSC (C. Hill, M. Orr)** to appoint Joyce Stroschein as Treasurer and Tiffany Olsen as Secretary.

2. Executive Session:

Executive Director Crowell called for a motion for the Board 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 (D. Gerry, B. Blad)** to adjourn to executive session pursuant to Idaho Code §67-2345(1)(e). **The motion passed by roll call vote (Ayes: L. Fisher, C. Hill, R. Meyers, M. Orr, L. Tigert, and C. Wight; Nays: None).** The Board adjourned to executive session at approximately 11:37 a.m. The Board reconvened to regular session by **MSC (B. Blad, D. Gerry)** at 12:04 p.m.

3. Adjournment:

There being no additional business and no matters for executive session, **it was MSC (C. Hill, B. Blad)** to adjourn the meeting at 12:05 p.m.

By: 
Tiffany G. Olsen, Secretary

POCATELLO DEVELOPMENT AUTHORITY MEETING MINUTES
November 19, 2014

Members present: Brian Blad, Larry Fisher, Darlene Gerry, Cynthia Hill, Michael Orr (Chair), John Regetz (ex officio), Linda Tigert and Ryan Ward.

Members absent: Russell Meyers and Caroline Wight

Staff present: Lon Crowell, Executive Director; Merrill Quayle, City Development Engineer; Dean Tranmer, Tiffany Olsen and Kirk Bybee, City Legal Dept.; Joyce Stroschein, City Finance Dept.; Michael Jaglowski, Public Works Director; and David Allen, Airport Manager.

Chair Orr called the meeting to order at 11:02 a.m.

Introductions, Conflicts, and Agenda: Guests included Michael O'Donnell with the Idaho State Journal; Kaitlin Loukides with Channel 3 and 8 news; Bob Steinlicht, the Power County Administrator and Airport Commission Member; DeWayne Sudweeks, Airport Commission Chair; Molly Swallow with D.L. Evans Bank; and Buzz Pfeiffer and Jim Burdick with Idaho Power. Ryan Ward disclosed a conflict with Agenda Item No. 5. Chair Orr advised Agenda Item 3 (a) would be moved to coincide with Gateway West's request; Agenda Item 3 (b) would be moved to coincide with the CRS/BBR request; Agenda Item No. 6 would be moved to be presented after the Financial Report; Mayor Blad and Joyce Stroschein requested Agenda Item No. 7 be moved to before the currently scheduled Agenda Item No. 5. No deletions to the Agenda were made.

1. Action and Discussion Items:

Agenda Item No. 1: Minutes. The Minutes of the regularly scheduled meeting of October 15, 2014 were reviewed. It was **MSC (B. Blad, L. Fisher)** to approve the Minutes as presented.

Agenda Item No. 2: Financial Report. **J. Stroschein** presented the Financial Report for the month of October 2014. At month end the Authority had cash on hand of \$2,778,372.04. The checking account balance was \$2,032,419.42, the savings account was \$745,952.62, and cash being held by Zions Trust amounted to \$2,368,869.72. The Authority recognized modest financial activity during the month. It received revenues totaling \$2,269.52 of which \$860.03 was interest earnings on cash invested and property taxes. The \$1,000.00 payment received on the note receivable applied \$178.17 towards the principal of the note. Property tax revenue totaled \$1,231.32 for the North Yellowstone District. Expenses for the month totaled \$1,065,570.26. The Authority fulfilled the \$3.3 million to commitment previously granted for the South Valley Road project. The remaining expenditure was in the amount of \$148.80 for lunch. This report also serves as the year to date totals. It was then **MSC (B. Blad, C. Hill)** to approve the Financial Report as presented.

Agenda Item No. 3: Idaho Power Reimbursement. Buzz Pfeiffer with Idaho Power informed the Board the retainer balance after the construction study at the Airport was completed, there was a refund to the PDA in the amount of \$3,147. Pfeiffer requested permission to apply the reimbursement to the next phase of the project, the Construction Agreement and transformer bid process. He stated the funding for the transformer would need to be in place by December 2014 in order to meet Project Pipe's requested operational date of January 2016. If the early procurement cannot be obtained, an Agreement with the PDA to secure the funding can be prepared. B. Blad and/or L. Crowell will inform Idaho Power of the funding decisions for this project when the Board so authorizes. It was then **MSC (B. Blad, R. Ward)** to allow the

reimbursement of \$3,147.00 to be applied towards the next phase of the project. **Chair Orr** executed Idaho Power's letter acknowledging the same. Pfeiffer and Burdick left the meeting.

Agenda Item No. 4 (items c and d): Payment Requests/Reimbursements. It was **MSC (B. Blad, L. Tigert)** to approve payment to the Redevelopment Association of Idaho for the Board's annual membership dues in the amount of \$750.00 and \$1,500.00 for its contribution for legislative efforts.

Agenda Item No. 5: South Valley Road Request for Funds. Public Works Director Michael Jaglowski presented an update on the South Valley Road project. He informed the Board the last Phase of the project has gone out to bid and was awarded to WW Clyde from Utah. He is in negotiations with ITD to put the last few details of payment arrangements together. If and when additional funds are needed and the Board has funds available, he will return with a request for additional funds. No action was taken.

Agenda Item No. 6: Transfer of 10% Administrative Fee to the General Fund as Allowed by Statute and Pursuant to PDA Approval in April 2000. **J. Stroschein** informed the Board that traditionally the Board has waited until a TIF District is closed before transferring the allowed administrative fee to the PDA's General Fund. However, the administrative fee can be transferred prior to the closing of the District if the Board so approves. Because the State Statute does not define the percentage of administrative fee allowed, the Board voted to approve this percentage to be 10% at its April 2000 meeting; with no designation as to when the administrative fee can be transferred. The four open TIF Districts are (1) North Yellowstone; (2) Naval Ordnance; (3) North Portneuf; and (4) Pocatello Regional Airport. Of the four, Stroschein suggested not to remove any monies from the Pocatello Regional Airport TIF since it is going to increase in increment and has immediate needs for the funds. The North Yellowstone TIF District has debt service and is required to hold in reserve one payment of \$677,000.00. Given these exceptions, the 10% figure attributed to the North Yellowstone District is \$889,213.68; Naval Ordnance District is \$96,015.35; and the North Portneuf District is \$14,679.54, for a total of \$999,908.57.

L. Crowell and **J. Stroschein** explained there have been numerous requests for funds over the years and the Board General Fund has not been able to fund those requests. The transfer of the administrative fees on an annual basis could alleviate that issue. **D. Gerry** asked why we haven't done this before. **R. Ward** stated although we have taken the administrative fee from some Districts in the past, it typically has been done when the District closes. The Board has been commended for closing districts early and returning any remaining funds after the administrative fee is taken to the taxing authorities. **Chair Orr** asked if the funds transferred to the PDA General Fund could be applied to other City Departments, for example, the Pocatello Regional Transit Department. He was assured by **B. Blad** and **J. Stroschein** that those funds can only be used for economic development purposes by the PDA. **D. Gerry** asked why 10%, where did that number come from? **D. Tranmer** and **B. Blad** explained each TIF Plan is created with a line item for reimbursement of administrative fees of those individuals employed by the City who serve as staff to the PDA; although invoices are not actually created and hours are not tracked. **D. Gerry** asked if these administrative fees are going to be automatically transferred each year or by Board approval each October. **J. Stroschein** preferred to report to the Board each October, with the Budget presentation, what the administrative fees would be for that year and ask the Board to vote and approve or deny the transfer. **J. Stroschein** additionally requested the remainder of funds in the Central Corridor District, in the amount of \$1,903,612.06, to the PDA General Fund.

It was then MSC (B. Blad, D. Gerry) to transfer the Central Corridor funds, in its entirety, in the amount of \$1,903,612.06 and 10% (as of October 2014) of the funds in the North Yellowstone District (\$889,213.68); Naval Ordnance District (\$96,015.35); and the North Portneuf District (\$14,679.54) for a total of \$999,908.57 and to review the administrative fees on an annual basis.

Agenda Item No. 7: Select Financing Options for Infrastructure Improvements within the Pocatello Regional Airport TIF. L. Crowell represented the Airport TIF's infrastructure is severely deficient in multiple areas, specifically road, sewer, water, power and rail. There have been approximately 12 companies, 2300 jobs and over \$1.5 billion in investments, interested in the Airport property in the past few years and have passed due to the lack of infrastructure. M. Jaglowski went through several PowerPoint slides indicating the improvements and/or expansions needed.

In summary, the POWER will cost approximately \$3,921,000.00 in expansion costs. This will support a 20mW transmission line (10mW now and the ability for future expansion with an additional 10mW) and a dedicated distribution line. The WATER will cost approximately \$2,068,416.00 in maintenance costs for the waterline and water tank and approximately \$206,841.60 for a new water line. The RAIL will cost approximately \$1,638,385.00 in expansion costs. The SEWER will cost approximately \$224,495.00 for existing sewer line maintenance and approximately \$413,029.00 for expansion costs to install a new sewer lift station and sewer line. The ROAD will cost approximately \$188,620.00 in maintenance to upgrade the existing road and approximately \$494,374.00 in expansion costs for a new road. The maintenance costs total approximately \$2,481,531.00 and the expansion costs total approximately \$6,673,629.60. All figures disclosed in the slides are designed as estimates and contain a contingency for each utility.

J. Stroschein represented each City utility fund will cover the applicable maintenance costs. The expansion costs will require a loan be obtained for payment. D.L. Evans Bank and Citizen's Community Bank both submitted proposals for review. Chase Bank/JP Morgan representatives were going to submit a proposal but did not. Zions Bank was asked to submit a proposal and did not. J. Stroschein summarized the two written proposals as follows:

D.L. Evans Bank would process the loan request for \$6.1 million in two loans; one for \$4.1 million (for the electrical substation) with an interest rate of 2.99% and loan origination fees of 1% for the loan term of 19 years. There would be a onetime advance with interest only payments for 2 years. In the 3rd year, the loan converts to principal and interest payments. The bi-annual payment would be \$160,000.00. The second loan for \$2.0 million (for the rail) would require the same amount, \$2.0 million in pledged monies to be held in a Certificate of Deposit for 3 years. The interest rate has yet to be determined due to the dual ownership of rail spurs with a private party. In the third year, the loan would convert to normal financing if cash flow permits and an annual loan payment would be approx. \$150,000.00. If cash flow was not established to allow the loan conversion, the Certificate of Deposit would be cashed and the loan would be paid in full. Given this loan configuration, there would be some excess monies (approx. \$1,114, 244.00) available which could be applied to the maintenance costs.

Citizen's Community Bank would process the loan request for \$6.1 million in one loan; for a term of 19 years, with interest of 2.5% during the construction phase and then 3.5% for the remaining life of the loan. The loan terms are 2 years interest only converting to a principal interest loan in the third year. The reserve requirement would be the amount of one annual payment or \$474,258.00. Given this loan configuration, there would be some excess monies (\$673,629) available which could be applied to the maintenance costs. J. Stroschein felt it was prudent to have an annual payment around \$450,000.00. Given this reduced annual payment amount, the total loan would be reduced to \$5,750,000.00.

Given the fact D.L. Evans Bank had negotiated the loan configuration with Dave Swindell and not the current CFO/Treasurer of the PDA, Molly Swallow stated she believed given the information she obtained at today's meeting, D.L. Evans Bank could provide a better proposal for the two potential loan amounts.

Given this discussion, and to be fair to both banks involved, it was **MSC (D. Gerry, B. Blad)** to move forward with obtaining a loan from a financial institution for up to \$6.1 million and that each bank shall submit their best proposal to the City no later than Monday, November 24, 2014 at 12:00 p.m., for both loan amounts, \$6.1 million and \$5.75 million. A Roll Call vote was taken by the members. **Aye: Blad, Fisher, Gerry, Hill, Orr, and Tigert. Nay: None. Abstain: Ward due to conflict.**

Agenda Item No. 8: PDA Bylaws, Proposed Amendments. It was **MSC (B. Blad, L. Tigert)** to approve the amended Bylaws, as presented. The Bylaws were routed for signature by the Board Members present.

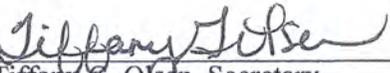
Agenda Item No. 9: Positron, Inc. Foreclosure Update by Kirk Bybee. Kirk Bybee gave a brief history of how the PDA got to where they are today. In April 2014, the PDA approved to spend up to \$5,500.00 to retain attorney Craig Christensen's legal services to pursue a non-judicial or judicial foreclosure of the Position property. Alliance Title believed a non-judicial foreclosure was possible and attempted to obtain underwriting for the same. Unfortunately, the underwriter's did not feel comfortable moving forward in that direction. It appears the PDA will have to go through a judicial proceeding. K. Bybee cautioned since the PDA has yet to receive a billing from Christensen, and his knowledge the foreclosure process and fees associated therewith, he expected the legal fees to exceed the previously approved \$5,500.00. **R. Ward** asked to receive a written update on the matter and include therewith potential costs and fees associated with moving forward from Christensen before a Complaint was prepared. K. Bybee agreed to relay the same to Christensen. No action was taken.

Agenda Item No. 10: Payment Request 3(a) and CRS/BBR Change Order Request for Rail at the Airport. It was **MSC (B. Blad, C. Hill)** to approve the payment request to Balfour Beatty Rail in the amount of \$4,489.10, as approved at the April 2014 meeting. Additionally, it was **MSC (R. Ward, B. Blad)** to approve the addition of up to \$2,750.00. for the design portion of the rail to be used by Project Pipe that was not included in the previously approved up to \$7,500.00 to CRS/BBR in the April 2014 meeting.

Agenda Item No. 11: Payment Request 3(b) and Gateway West Industrial Center's Request for TIF Funds to repave roadway within the NOP TIF District. M. Quayle explained Gateway West's request for approximately \$100,000.00 to repave the private roadway within the Naval Ordnance Plan TIF District. **B. Blad** commented it was a difficult request to grant due to the fact it needs to be repaved from on-going deferment of proper maintenance. The Board had several questions for Gateway West and requested a representative be present when the request is on a future agenda to answer those questions. M. Quayle will relay the same to the Gateway West representatives. No action was taken.

2. Adjournment:

There being no additional business and no matters for executive session, **it was MSC (B. Blad, C. Hill)** to adjourn the meeting at 1:25 p.m.

By: 
Tiffany G. Olsen, Secretary