

NOTE: NEXT MEETING WILL BE SECOND MONDAY IN JANUARY (Jan. 14)

ABBREVIATED MINUTES
POCATELLO DEVELOPMENT AUTHORITY
December 17, 1990

Members present: John Carlson, Peter Angstadt, Dick Clay, Karen McGee, Bob Weppner, Mike Ransom, and Guy Price on behalf of Val Arvas

Others present: Steve Ernst, City C D & R Department

1. Administrative details

- A. Meeting called to order by John Carlson at 12:05 p.m.
- B. It was MSC to approve the minutes of the November meeting.

2. The insurance proposal was distributed for member review. Consensus reached that there is insufficient revenue to fund the policy. The Legal Department of the City is to contact the Attorney General's Office to see if one of its staff attorneys routinely handles litigation for those state agencies, like the PDA, which do not have specific attorneys assigned.

3. Item #6 on the agenda, the contract with SICOG, was discussed at this time. Peter reported that, because of the Board's concern over its lack of operating money, he asked Tom Arnold of Bannock Development and Mark Reid of the Community Development and Research Department of the City if their organizations could provide assistance to the PDA without charge. Mark indicated that grant work would pose no difficulty, but that the business development expertise should be sought elsewhere. Tom indicated that he could provide business development assistance with the approval of his Board but would prefer the grant work to be undertaken by others. Bannock Development Board subsequently authorized Tom Arnold to be "released" for sufficient time to handle business development matters for the PDA, should the PDA so request.

It was moved and seconded to request Bannock Development to provide executive director duties for the PDA in conjunction with the department of Community Development & Research. Prior to the vote, members reiterated their satisfaction with the work done by Nancy Taylor as executive director, and stressed the change being a fiscal matter rather than a personnel matter--a move dictated by economic necessity. No further discussion ensuing, the question was called, and the motion passed unanimously.

The Board expressed a desire to thank Nancy in writing for her past efforts on behalf of PDA. Letter will be drafted and signed by the Chairman on behalf of the entire board.

The change-over is to take place after the end of the year. Tom will be asked to contact Nancy and discuss pending matters, make arrangements for payment of any outstanding bills, transfer of records, etc.

4. Main/Bonneville. Peter reported that the move of City Hall offices is still in the discussion stage. A decision might be forthcoming by the end of January.

5. DOMSEA. Reports indicate that the plant may be closing. Questions arose as to the repayment of loan monies if the equipment is removed. [Note from recording secretary: See attached copy of pertinent section of loan agreement]

6. Ceratile. Company has closed. The sole customer is filing bankruptcy and there is no further news as to possible reopening or sale. [Note from recording secretary: See attached copy of financial report explaining PDA obligations under the lease]

7. Guidelines & policies. Board members raised concerns regarding lack of details about financing arrangements from the last proposal. Consensus reached that two policies need to be developed. 1) guidelines or criteria for approval of projects and 2) procedures and "checklist" of items to be included in requests for project approval, possibly including provision that records be maintained for PDA review. Peter will take a copy of the discussion document to Tom and ask for his input, also.

8. New/old business. The next regular meeting will fall on the Martin Luther King, Jr. holiday. Therefore, the Board set an alternate meeting date of January 14, 1991.

9. There being no further business, the meeting was adjourned.

P. Valentine 12/19/90