

**POCATELLO DEVELOPMENT AUTHORITY  
NOTES/MINUTES FROM SPECIAL MEETING  
MAY 30, 2003**

NOTE: The special meeting was called in the absence of the Secretary to discuss the management and administration of the Downtown Revitalization Project. Notes were made on the proceedings by the PDA's Executive Director and the Director of Planning and Development Services for the City; minutes were prepared by the Director. The following is the record of the agenda item and motions entertained at that meeting, with the format revised by the PDA Secretary.

**Members present:** Steve Brown, Roger Chase, Darsi Johnson, Harry Neuhardt, Dan Schroeder, John Ricks

**Staff present:** Ray Burstedt, Bannock Development

**City Staff present:** Robert Chambers, Greg Lanning

The meeting was convened shortly after 10:00 a.m. at the conference room of the Business and Technology Center, ISU Research Park, by Vice-Chairman Brown.

The Board considered a management proposal for the Downtown Revitalization Project. During the discussion, Harry Neuhardt joined the meeting. After discussion, the consensus was for PDA and its staff to manage the project.

1. **It was MSC (Chase, Schroeder)** to set an expenditure limit for architecture/engineering of the first phase of the project at \$68,451.00, with any proposed expenditures in this category requiring separate and prior PDA review and approval. Specifically noted was the Board's desire that no engineering work be done "ahead of time" for items which are in phases or for projects not yet approved by the Board.
2. **It was MSC (Ricks, Schroeder)** to approve payment to the City in reimbursement for cost of the decorative street lights purchased for this approved phase of the downtown revitalization project in the amount of \$97,400.

Members discussed re-visiting the topic of administrative services as an agenda item at the next regular meeting.

**Adjournment.** There being no further business, the meeting was adjourned at 10:35 a.m.

