

**POCATELLO DEVELOPMENT AUTHORITY  
MEETING MINUTES FOR APRIL 21, 2021  
COUNCIL CHAMBERS, 911 N 7<sup>TH</sup> AVENUE, POCATELLO, ID**

**PRESENT:** Heidi Adamson, Victoria Bird, Brian Blad (arrived at 11:09 AM), Jim Johnston, Rob Lion, Scott Turner, Terrel Tovey, and David Villarreal.

**OTHERS PRESENT:** Brent McLane, Executive Director; Jim Krueger, Treasurer; Aceline McCulla, Secretary; Jared Johnson, Pocatello City Attorney; Merril Quayle, Pocatello Public Works Development Engineer; Jeff Mansfield, Pocatello Public Works Director/City Engineer; and LD Barthlome and Chad Hansen, visitors.

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

**Chair David Villarreal** called the meeting to order at approximately 11:03 a.m. No conflicts were disclosed at this time.

**Agenda Item No. 2: Approve the Minutes**

The minutes from the Board of Commissioners Regular Meeting held March 17, 2021 was considered.

It was moved by **J. Johnston** and seconded by **T. Tovey** to approve the minutes as written from the meeting on March 17, 2021. Those in favor: Heidi Adamson, Victoria Bird, Brian Blad, Jim Johnston, Rob Lion, Scott Turner, Terrel Tovey, and David Villarreal. Unanimous. Motion Carried.

**Agenda Item No. 3: Signature Update.**

The Board may wish to approve changes to the signature card for the PDA with Idaho Central Credit Union.

**B. McLane** presented Jim Krueger and Hailey Lacey as the new check signers to be added to the PDA ICCU checking account and then to remove Sue Timpson and Carl Anderson, as they are no longer affiliated with the PDA.

It was moved by **J. Johnston** and seconded by **H. Adamson** to approve changes to the signature card for the PDA with Idaho Central Credit Union. Those in favor: Heidi Adamson, Victoria Bird, Brian Blad, Jim Johnston, Rob Lion, Scott Turner, Terrel Tovey, and David Villarreal. Unanimous. Motion Carried.

**Agenda Item No. 4: Financial Report.**

A report was provided that included a bank balance sheet of monthly income and expenses.

**Krueger** stated he was waiting for more information to create the resolution for the fund balance, and this item would be added to a future agenda once its created.

The Board considered the March financial report presented in the supplemented agenda packet.

It was then moved by **H. Adamson** and seconded by **S. Turner** to approve the financial report as presented. Those in favor: Heidi Adamson, Victoria Bird, Brian Blad, Jim Johnston, Rob Lion, Scott Turner, Terrel Tovey, and David Villarreal. Unanimous. Motion Carried.

**Agenda Item No. 5: Expense Payments & Reimbursements.**

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

- 5a. \$38.12 from the general fund to the Idaho State Journal for the Publication of the PDA FY20 Annual Report Public Notice. *See attached invoice.*
- 5b. \$215.00 from the general fund Elam & Burke for special council general. *See the attached invoice.*

It was moved by **T. Tovey** and seconded by **R. Lion** to approved the expense payments as presented. Heidi Adamson, Victoria Bird, Brian Blad, Jim Johnston, Rob Lion, Scott Turner, Terrel Tovey, and David Villarreal. Unanimous. Motion Carried.

**Agenda Item No. 6: North Portneuf Potential Project.** The Board may wish to hear and discuss a proposal from Portneuf Capital for a potential project at the HOKU site. *See attached document.*

**LD Barthlome** of Portneuf Capital stated that 90% of the Hoku building has been torn down, the other buildings are being renovated and Merrill Quayle completed necessary inspections as they proceed. Barthlome answered questions PDA questions by the PDA and provided estimated timelines of upcoming summer programs. Barthlome stated the building is a permanent non-ridged air structure that is roofed. **Blad** asked that the Bannock County Accessor's Office be contacted to confirm the air dome is a permanent structure and would not be classified as personal property, which would not qualify for TIF money.

It was moved by **R. Lion** and seconded by **B. Blad** to approve a feasibility study be completed for the proposal from Portneuf Capital pressurized air dome facility project. Those in favor: Heidi Adamson, Victoria Bird, Brian Blad, Jim Johnston, Rob Lion, Scott Turner, Terrel Tovey, and David Villarreal. Unanimous. Motion Carried.

**Agenda Item No. 7: BGS Holdings Loan Forbearance.** The Board may wish to consider a request from BGS Holdings for a request to enter into a forbearance agreement with the PDA. The agreement would retroactively start from June 1, 2020 unto May 30, 2021. In addition, the agreement would require that the PDA would become the first in line for re.

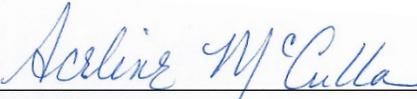
**McLane** stated BGS Holdings requested a loan forbearance while trying to overcome COVID-19 complications. The PDA discussed this loan agreement. **Stephen Wright** stated he has been working with SBA to get a loan to pay off the PDA. Wright requires a letter from the PDA stating a current status with final payoff amount. **McLane** clarified the SBA has the paperwork ready to go and the loan will be approved once the PDA approved the six months forbearance and payoff amount. Discussion ensued between board members.

It was moved by **J. Johnston** and seconded **none** to approve the retroactive date of June 2020 with a \$5,000.00 payment and a six-month forbearance from with interest compounding, include language with the SBA that the PDA would be the first positon to be paid, and current loan balance less the \$5,000.00 and recalculate the loan amount and extend the loan end date, and approve the Chair to sign the SBA Letter. With no second. Motion failed. Discussion ensued between board members.

It was then moved by **T. Tovey** and seconded by **J. Johnston** to amend the PDA's agreement with BGS Holdings, prepare a letter of good standing, obtain \$5,000.00 as a good faith payment, include verbiage for the six-month forbearance, request the SBA loan agreement place the PDA in first position to be paid, and authorize Chair Villarreal to sign the letter to the SBA. Those in favor: Heidi Adamson, Victoria Bird, Brian Blad, Jim Johnston, Rob Lion, Scott Turner, Terrel Tovey, and David Villarreal. Unanimous. Motion Carried.

**Agenda Item No. 8: 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.

There being no further business, the meeting adjourned at approximately 12:03 PM.

  
By: Aceline McCulla, Secretary

  
Approved on