

POCATELLO DEVELOPMENT AUTHORITY

Meeting Minutes for August 24, 2022 at 11:00 A.M.
Council Chambers, 911 N 7th Avenue, Pocatello, Id

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

Chair Villarreal called the meeting to order at approximately 11:03 a.m. No conflicts were disclosed. McLane introduced Thane Sparks, the prospective treasurer is in attendance to speak with you.

Members present: Mayor Brian Blad (arrived at 11:09 a.m.), Victoria Byrd, Rick Cheatum, Greg Gunter, Jim Johnston, Scott Turner, and David Villarreal.

Members excused/unexcused: Kirk Lepchenske and Terrel Tovey.

Others present: Executive Director Brent McLane; Long-Range Senior Planner Jim Anglesey, Pocatello Development Engineer Merrill Quayle; City of Pocatello Attorney Jared Johnson, City of Pocatello Public Works Director/City Engineer Jeff Mansfield, and other visitors.

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 20, 2022.

It was moved by **J. Johnston** and seconded by **R. Cheatum** to approve the minutes from the PDA meeting held July 20, 2022. Those in favor were Victoria Byrd, Rick Cheatum, Greg Gunter, Jim Johnston, Scott Turner and David 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. \$45.00 from the General Fund to Elam & Burke Attorneys at Law for June 2022 Services.

3b. \$165.95 from the General Fund to Idaho State Journal for FY23 Budget NOPH AD 268769.

It was moved by **R. Cheatum** and seconded by **G. Gunter** to approve the reimbursement and expense payments as presented. Those in favor were Victoria Byrd, Rick Cheatum, Greg Gunter, Jim Johnston, Scott Turner and David Villarreal. Unanimous. Motion Carried.

Agenda Item 4: IRG NOP TIF Reimbursement Request.

The Board may wish to approve the reimbursement request by IRG. IRG is requesting for reimbursement #1 the amount of \$185,898.03 for approved work performed as outlined by the OPA. The reimbursed funds is for work performed on building #36, which has been completed.

Merril Quayle stated all invoices, payments and waivers and have been submitted, cleared by the bank and the work inspected and verified by staff for this reimbursement #1 for building 36 request, against the NOP redevelopment.

Turner requested more visual aids on budgetary expenditures for the PDA to be a general idea of status. **Quayle** stated he will add a proportional statement will be included in future reimbursements. If a punch list has been created a retainment of five percent (5%) will be held and will not be released until entire project has been completed, which is the standard to make sure the contractors complete the punch list.

Turner asked if a graph could be presented for each phase and project with budget balance included. **Quayle** stated he would work on this for future reimbursement requests.

It was moved by **J. Johnston** and seconded by **B. Blad** to approve the IRG NOP TIF Reimbursement #1 request of \$185,898.03 as presented. Those in favor were Mayor Blad, Victoria Byrd, Rick Cheatum, Greg Gunter, Jim Johnston, Scott Turner and David Villarreal. Unanimous. Motion Carried.

Agenda Item 5: Treasurer/Bookkeeper Q&A.

The Board may wish to have a discussion with the selected Treasurer/Bookkeeper.

The Board engaged in a question and answer session with prospective treasurer Thayne Sparks in regards to accounting functions and financial transparency for the PDA.

It was moved by **B. Blad** and seconded by **R. Cheatum** to appoint Thayne Sparks as Treasurer to the PDA. Those in favor were Mayor Blad, Victoria Byrd, Rick Cheatum, Greg Gunter, Jim Johnston, Scott Turner and David Villarreal. Unanimous. Motion Carried.

Agenda Item 6: PUBLIC HEARING - Fiscal Year 2023 Budget.

The Board will hear comments from the public regarding the Fiscal Year 2023 Budget.

It was moved by **S. Turner** and seconded by **B. Blad** to open the public hearing for the Fiscal Year 2023 Budget. Those in favor were Mayor Blad, Victoria Byrd, Rick Cheatum, Greg Gunter, Jim Johnston, Scott Turner and David Villarreal. Unanimous. Motion Carried.

Chair Villarreal opened the public hearing up for public comments at 11:24 a.m.

McLane presented and summarized the proposed Fiscal Year 2023 Budget.

Heather Disselkoen had concerns about some financial numbers on some TIF districts. Questions on an increase in administrative expenses. Not opposed to the budget but had general financial concerns.

It was moved by **S. Turner** and seconded by **J. Johnston** to close the public hearing for the Fiscal Year 2023 Budget. Those in favor were Mayor Blad, Victoria Byrd, Rick Cheatum, Greg Gunter, Jim Johnston, Scott Turner and David Villarreal. Unanimous. Motion Carried.

Chair Villarreal closed the public hearing up for public comments at 11:32 a.m.

It was moved by **B. Blad** and seconded by **R. Cheatum** to publish the Fiscal Year 2023 Budget as presented. Those in favor were Mayor Blad, Victoria Byrd, Rick Cheatum, Greg Gunter, Jim Johnston, Scott Turner and David Villarreal. Unanimous. Motion Carried.

Brent McLane and Jared Johnson informed the Board that the budget has already been published and that the Board needs to consider approving the budget at this time.

Chair Villarreal reopened the public hearing at 11:51 a.m.

It was moved by **B. Blad** and seconded by **S. Turner** to rescind the decision to publish the Fiscal Year 2023 Budget as presented. Those in favor were Mayor Blad, Victoria Byrd, Rick Cheatum, Greg Gunter, Jim Johnston, Scott Turner and David Villarreal. Unanimous. Motion Carried.

The Board ensued in discussion.

It was moved by **B. Blad** and seconded by **J. Johnston** to approve the Fiscal Year 2023 Budget as presented. Those in favor were Mayor Blad, Victoria Byrd, Rick Cheatum, Greg Gunter, Jim Johnston, Scott Turner and David Villarreal. Unanimous. Motion Carried.

With no more comments, Villarreal closed the public hearing was closed at 12:05 p.m.

Agenda Item 7: 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 was nothing reported.

Agenda Item 8: News for the Good of the Order.

The board may wish to discuss news for the Good of the Order.

Quayle provided an update on Airport, NOP and Northgate TIF district development.

Agenda Item 9: Adjourn Regular Meeting.

With no further business, **Chair Villarreal** adjourned the meeting at 12:06 p.m.

Submitted by: *Aceline McCulla*
Aceline McCulla, Secretary

Approved on *September 21, 2022*