

POCATELLO DEVELOPMENT AUTHORITY

Meeting Minutes for October 19, 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 11:00 a.m. No conflicts were disclosed.

Members present: Rick Cheatum, Greg Gunter, Jim Johnston, Kirk Lepchenske, Scott Turner and David Villarreal.

Members excused/unexcused: Mayor Brian Blad, Victoria Byrd (unexcused) and Terrel Tovey.

Others present: Executive Director Brent McLane, Treasurer Thane Sparks, Secretary Aceline McCulla, City of 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 meetings held September 21, 2022, and the Work Session held September 28, 2022.

It was moved by **J. Johnson** and seconded by **R. Cheatum** to approve the minutes from the PDA meeting held September 21 and September 28, 2022. Those in favor were Victoria Byrd, Rick Cheatum, Greg Gunter, Jim Johnston, Kirk Lepchenske, Scott Turner and David Villarreal. Unanimous. Motion Carried.

Agenda Item 3: Fiscal Year 2022 Audit Scope and Objectives.

The Board may wish to discuss and then authorize the Chair to sign the Deaton & Company's Fiscal Year 2022 Audit Scope and Objectives letter.

Villarreal asked Sparks about the audit service fees would not exceed \$7,800.00 plus out of pocket costs. Would the out of pocket costs with the audit fees service exceed \$10,000.00? **Sparks** did not believe it would be over that amount, as D&C resides in Pocatello.

It was moved by **J. Johnston** and seconded by **S. Turner** to authorize the PDA Chair to sign the Deaton & company Fiscal year 2022 Audit Scope and Objectives letter. Those in favor were Victoria Byrd, Rick Cheatum, Greg Gunter, Jim Johnston, Kirk Lepchenske, Scott Turner and David Villarreal. Unanimous. Motion Carried.

Agenda Item 4: Monthly Financial Report, Expenses and Reimbursements.

The Board may wish to approve the monthly financial report, expenses and reimbursements.

Sparks presented the financial report, expenses and reimbursements included in the agenda packet.

It was moved by **R. Cheatum** and seconded by **J. Johnston** to approve the financial report, expenses and reimbursements as presented. Those in favor were Victoria Byrd, Rick Cheatum, Greg Gunter, Jim Johnston, Kirk Lepchenske, Scott Turner and David Villarreal. Unanimous. Motion Carried.

Agenda Item 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.

Nothing to report.

Agenda Item 6: News for the Good of the Order.

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

Johnston asked if the PDA could help with the

McLane asked Stephanie Palagi of Pocatello Historic Downtown District to visit with the PDA about their interest in a Downtown TIF project.

Stephanie Palagi of Old Town Pocatello stated there is an interest in a Downtown TIF and a discussion ensued about possible projects to be considered. Villarreal asked to add an agenda item for further discussion on the November agenda.

Quayle provided a progress update on all the TIF District projects.

An adjacent owner of property adjacent to the land the PDA owns on the old Hoku site inquired about a land swap.

Agenda Item 9: Adjourn Regular Meeting.

With no further business, **Chair Villarreal** adjourned the meeting at 11:35 a.m.

Submitted by: Aceline McCulla
Aceline McCulla, Secretary

Approved on: November 16, 2022