

# POCATELLO DEVELOPMENT AUTHORITY

Meeting Minutes for November 16, 2022 at 11:00 A.M.  
Council Chambers, 911 N 7<sup>th</sup> 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:** Mayor Brian Blad, Greg Gunter, Jim Johnston, Kirk Lepchenske, Scott Turner and David Villarreal.

**Members excused/unexcused:** Victoria Byrd, Rick Cheatum and Terrel Tovey.

**Others present:** Executive Director Brent McLane, Treasurer Thane Sparks, Secretary Aceline McCulla, PDA Attorneys Meghan Sullivan and Abbey Germaine (via Go-To-Meeting), City of Pocatello PW Development Engineer Merrill Quayle, City of Pocatello Attorney Jared Johnson, City of Pocatello PW Director/City Engineer Jeff Mansfield and other visitors.

**Villarreal** noted that Agenda Item 3 and agenda item 7 would switch in the agenda placement.

It was moved by B. Blad and S. Turner to switch item 7 and item 3 in the agenda order. Those in favor were B. Blad, G. Gunter, J. Johnston, K. Lepchenske, S. Turner and D. Villarreal. Unanimous. Motion Carried.

## **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 October 19, 2022.

It was moved by **J. Johnston** and seconded by **K. Lepchenske** to approve the minutes from the PDA meetings held September 21 and September 28 of 2022. Those in favor were B. Blad, G. Gunter, J. Johnston, K. Lepchenske, S. Turner and D. Villarreal. Unanimous. Motion Carried.

## **Agenda Item 3: PDA Officer Election.**

The Board may wish to hold an election of officers.

**Blad** nominated David Villarreal as PDA Chair and Scott Turner as PDA Vice Chair.

It was moved by **B. Blad** and seconded by **G. Gunter** to appoint David Villarreal as the PDA Chair and Scott Turner as the PDA Vice Chair. Those in favor were B. Blad, G. Gunter, J. Johnston, K. Lepchenske, S. Turner and D. Villarreal. Those opposed: Unanimous. Motion Carried.

## **Agenda Item 4: Amend IRG OPA for Building 16 and Authorize Reimbursement #3 for Building 13.**

The Board may wish to amend the IRG OPA to allow IRG to submit a partial reimbursement for the Building 16 painting of the tower only, and authorize payment for Reimbursement #3 for Building 13 in the amount of \$106,849.06.

**Quayle** stated that building 13 has been completed and the reimbursement request # 3 is correct and ready for payment. The Building 16 tower has been completed and IRG's insurance will cover the restoration of the fire damage components, which is out for bid. There are two different contractors completing two separate projects on Building 16. The partial payment request would only be for the tower on Building 16. IRG seeks authorization by the Board to submit the partial building payment with the weather issues and the window work would not be completed until Spring 2023.

**Blad** asked if staff has concerns amending the OPA. **McLane** stated with their history on the project and weather issues, **McLane** felt comfortable with this request.

It was moved by **B. Blad** and seconded by **G. Gunter** to approve the amendment request by IRG to the OPA as presented, and allow IRG to submit a partial reimbursement request for the Building 16 painting of the tower only, and to authorize payment for the Reimbursement #3 request for Building 13 in the amount of \$106,849.06. Those in favor were B. Blad, G. Gunter, J. Johnston, K. Lepchenske, S. Turner and D. Villarreal. Unanimous. Motion Carried.

**Agenda Item 5: 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 and answered General Fund questions.

It was moved by **J. Johnston** and seconded by **B. Blad** to approve the financial report, expenses and reimbursements as presented. Those in favor were B. Blad, G. Gunter, J. Johnston, K. Lepchenske, S. Turner and D. Villarreal. Unanimous. Motion Carried.

**Agenda Item 6: South 5<sup>th</sup> Corridor TIF District.**

The Board may wish to discuss the possibility of a TIF District in the South 5<sup>th</sup> Corridor.

**McLane** wanted to discuss this TIF District, as it was discussed in previous PDA meetings. **McLane** noted the Brown Field Grant money has been awarded and this would work nicely with the Brown Field grant. **McLane** requested to obtain a consultant to do a preliminary analysis to determine if areas of interest would be viable TIF Districts. **Turner** asked if the Downtown TIF District could be included. **McLane** stated it could, but some guidance would be needed for the analysis. The Board engaged in discussion. **McLane** stated the criteria needed to create TIF Districts would come from the analysis to help determine different factors.

It was moved by **B. Blad** and seconded by **K. Lepchenske** to authorize staff to create an RFP for an analysis of possible TIF Districts. Those in favor were B. Blad, G. Gunter, J. Johnston, K. Lepchenske, S. Turner and D. Villarreal. Unanimous. Motion Carried.

**Agenda Item 7: PDA Property on Hwy 30 And Batist Road.**

The Board may wish to discuss property options with an adjacent property owner.

**Merril Quayle** explained that the PDA owns property off Batist Road (former Hoku property) for a future over-pass and truck access, and an easement was established when the property was sold. The Stinker Station owners would like to discuss purchasing or swapping land that would still accommodate an overpass for truck access. **Blad** asked about the road configuration being set for the subject property. **Quayle** stated he would confer with bridge designers to verify the proposed use would still work if a land swap is considered and verify the subject property. The PDA Attorney would handle land acquisitions and work with staff on best options. **Quayle** would try to have information by the January 2023 meeting date.

It was moved by **J. Johnston** and seconded by **B. Blad** to authorize staff to work with a consultant and look at options and guidelines for land exchange consideration. Those in favor were B. Blad, G. Gunter, J. Johnston, K. Lepchenske, S. Turner and D. Villarreal. Unanimous. Motion Carried.

**Agenda Item 8: Executive Session.**

The Board may wish to go into Executive Session to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. Idaho Code Section 74-206(1)(f).

It was moved by **J. Johnston** and seconded by **B. Blad** to move the Board into an executive session to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. Idaho Code Section 74-206(1)(f), at approximately 11:47 a.m. Those in favor were B. Blad, G. Gunter, J. Johnston, K. Lepchenske, S. Turner and D. Villarreal. Unanimous. Motion Carried.

Following the Executive Session, Chair Villarreal reconvened the regular Board meeting at approximately 12:35 p.m.

**Agenda Item 9: 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 10: News for the Good of the Order.**

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

**Gunter** asked how Commission members may submit agenda topics for consideration. McLane asked members to send their request to [bmclane@pocatello.us](mailto:bmclane@pocatello.us) no later than nine days prior to the scheduled meeting date.

**Agenda Item 11: Adjourn Regular Meeting.**

With no further business, **Chair Villarreal** adjourned the meeting at 12:45 p.m.

Submitted by:   
Aceline McCulla, Secretary

on: December 21, 2022