

POCATELLO DEVELOPMENT AUTHORITY

Meeting Minutes for December 20, 2023 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: Mayor Brian Blad, Rick Cheatum, G. Gunter, Jeff Hough (left at 11:36 a.m.), Jim Johnston, Kirk Lepchenske, Nathan Richardson, Scott Turner and David Villarreal.

Others present: Executive Director Brent McLane, Treasurer Thane Sparks, Secretary Aceline McCulla, City of Pocatello Development Engineer Merrill Quayle, City of Pocatello PW Director/City Engineer Jeff Mansfield, City of Pocatello City Attorney Jared Johnston, and other visitors.

Agenda Item No. 2: 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 **R. Cheatum** and seconded by **B. Blad** that the Board enter executive session pursuant to Idaho Code 74-206 subsection (1)(f) 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 like to be litigated at 11:06 a.m. Roll Call: those in favor: B. Blad, R. Cheatum, G. Gunter, J. Hough, J. Johnston, K. Lepchenske, N. Richardson, S. Turner, and D. Villarreal. Those against: none. Unanimous. Motion carried.

The regular meeting reconvened at 11:39 a.m.

Agenda Item No. 3: Approve the Minutes.

The Board may wish to waive the oral reading of the Board of Commissioners' meeting minutes held November 15, 2023, and to approve the minutes as written.

It was moved by **J. Johnston** and seconded by **R. Cheatum** to approve the minutes as written from the Board of Commissioners' regular and executive session meetings held November 15, 2023. Those in favor: R. Cheatum, G. Gunter, J. Johnston, K. Lepchenske, N. Richardson, S. Turner, and D. Villarreal. Those against: none. Unanimous. Motion carried.

Agenda Item 4: Pocatello Quinn LLC-IRG Second OPA Reimbursement Request No. 1.

The Board may wish to authorize payment of Pocatello Quinn LLC-IRG's reimbursement request no.1 on the OPA 2 for phase two public improvements to Building 12 in the amount of \$166,066.00, documents included with agenda item 4. Partial payment of \$57,000.00 will be paid from available funds, and the balance of \$109,066.00 will be paid upon receipt of future Bannock County TIF Remittances to the NOP District.

McLane noted the reimbursement invoices and property inspections were completed and all comply with the OPA.

R. Cheatum noted that he has a relation, a cousin, that is included in this reimbursement request.

It was moved by **J. Johnston** and seconded by **G. Gunter** to approve the Pocatello Quinn LLC-IRG's reimbursement request no.1 on the OPA 2 for phase two public improvements to Building 12 in the amount of \$166,066.00, for a partial payment of \$57,000.00 payment from available funds, and the balance of \$109,066.00 will be paid upon receipt of future Bannock County TIF Remittances to the NOP District. Those in favor: B. Blad, R. Cheatum, G. Gunter, J. Johnston, K. Lepchenske, N. Richardson, S. Turner, and D. Villarreal. Those against: none. 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.

It was moved by **J. Johnston** and seconded by **S. Turner** to approve the monthly financial report, expenses and reimbursements as presented. Those in favor: B. Blad, R. Cheatum, G. Gunter, J. Johnston, K. Lepchenske, N. Richardson, S. Turner, and D. Villarreal. Those against: none. Unanimous. Motion carried.

Agenda Item 6: Doran Lambson will present the PDA Audit Report for Fiscal Year 2023 (FY23). The Board will hear an update on the PDA Audit Report for FY23 by Doran Lambson of Deaton and Company.

Doran Lambson, CPA and Partner of Deaton and Company presented the Board with the findings of the Fiscal Year 23 audit report, included in the agenda materials.

Villarreal asked that the balance corrections be made before approval, and once the corrections are submitted the Board will review for approval.

Cheatum asked a question on page 15 and asked about outstanding balance. **Lambson** noted the difference is in the interest earned on September 3 and not recorded until the October statement as cash, a different Fiscal Year.

McLane stated the corrections were made in the Audit Report and Sparks and McLane reviewed them to verify they are correct. McLane noted that if the Board would like to go back to agenda item 6 and approve the item today, it would be done.

It was moved by **B. Blad** and seconded by **K. Lepchenske** to approve the PDA Audit Report for FY2023 by Doran Lambson of Deaton and Company as presented with the corrections. Those in favor: B. Blad, R. Cheatum, G. Gunter, J. Johnston, K. Lepchenske, N. Richardson, S. Turner, and D. Villarreal. Those against: none. Unanimous. Motion carried.

Agenda Item 7: Update on the Professional Services for Eligibility and Economic Feasibility Study. The Board may wish to hear an update by SB Friedman on the Professional Services for Eligibility and Economic Feasibility Study.

Geoff Dickinson of SB Friedman introduced the team and presented an update on the study.

The Board will review the information and get questions submitted to McLane by December 31, 2023, who will compile the questions and forward to SB Friedman.

Agenda Item 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 was no discussion.

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

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

There was no discussion.

Agenda Item 10: Adjourn Meeting.

With no further business, **Villarreal** adjourned the meeting at 12:15 p.m.

Submitted by: 
Aceline McCulla, Secretary

Approved on: *January 17, 2024*