

MINUTES
CITY OF POCATELLO
POCATELLO DEVELOPMENT AUTHORITY MEETING
FEBRUARY 21, 2024 – 11:00 AM
COUNCIL CHAMBERS | 911 NORTH 7TH AVENUE, POCATELLO

1. CALL TO ORDER, ROLL CALL, AND DISCLOSURE OF CONFLICTS OF INTEREST.

Turner called the meeting to order at 10:59 AM. No conflicts were disclosed.

Members present: Mayor Brian Blad (arrived at 11:16 a.m.), Jeff Hough, Jim Johnston, Linda Leeuwrik, N. Richardson (arrived at 11:02 a.m.), Scott Turner, and Ruby Walsh.

Members excused/unexcused: Kirk Lepchenske, and David Villarreal.

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

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).

With no executive session business, this agenda item was not discussed.

3. APPROVE THE MINUTES.

The Board may wish to waive the oral reading of the minutes and approve the minutes from the Board of Commissioners regular and executive session meetings held January 17, 2024.

It was moved by **J. Johnston** and seconded by **J. Hough** to approve the minutes as written from the regular and executive session meetings held January 17, 2024. Those in favor: J. Hough, J. Johnston, L. Leeuwrik, S. Turner, and Ruby Walsh. Those against: none. Motion carried. Unanimous.

4. MONTHLY FINANCIAL REPORT, EXPENSES AND REIMBURSEMENTS.

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

Sparks noted the final payment for the Pocatello Quinn LLC-IRG OPA 2 is shown on the report, following receipt of the increment, this is now complete.

It was moved by **J. Hough** and seconded by **J. Johnston** to approve the financial report, expenses and reimbursements as presented. Those in favor: J. Hough, J. Johnston, L. Leeuwrik, N. Richardson, S. Turner, and Ruby Walsh. Those against: none. Motion carried. Unanimous.

5. FISCAL YEAR 2023 ANNUAL REPORT.

The Board may wish to discuss, update, and approve the Fiscal Year 2023 Annual Report changes.

McLane asked if the Board had any questions. **Hough** asked Sparks about the difference from the executive summary and the audit report. The financial report shows the Airport coming in at \$83,594.00 and the audit report shows \$83,970.00. Sparks noted the reason and Hough asked if Sparks would explain this to the Board.

Sparks noted the numbers should be fairly close at the end of the year from the estimate budgeted. The audit report shows the actual amount received for tax increment. When preparing the audit for the end of the year, it

was decided to go off the audited financial statement numbers and a small adjustment was made for taxes receivable from the monthly financial report.

It was moved by **J. Johnston** and seconded by **L. Leeuwrik** to approve the FY2023 Annual Report as presented. Those in favor: J. Hough, J. Johnston, L. Leeuwrik, N. Richardson, S. Turner, and Ruby Walsh. Those against: none. Motion carried. Unanimous.

Johnston asked if we could send the annual report to service organizations and other programs that may utilize our program. **Leeuwrik** noted the Chambers. **Johnston** noted the Rotary, Kiwanis, Lions, and groups of this nature. **Turner** noted that people are surprised that increment is coming in, especially from Northgate. If Board members would send McLane their recommendations, McLane will reach out to them.

6. 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 was reported.

7. NEWS FOR THE GOOD OF THE ORDER.

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

Johnston asked if we could identify those in the Pocatello area who are developing and creating economic development in our area.

Turner noted that he and McLane are on a new committee started by the new ISU Vice President for Research and Economic Development, Martin Blair, and this committee could be a new means to learn about others developing in Pocatello. This could include projects for housing and active student activities to create more involvement with the City and off campus projects.

Leeuwrik noted another meeting to be determined once announced and scheduled.

8. ADJOURN REGULAR MEETING.

With no further business, **Turner** adjourned the meeting at 11:22 a.m.

Submitted by:


Aceline McCulla, Secretary

Approved on: April 17, 2024