

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

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

Vice Chair Jeff Hough called the meeting to order at 11:00 AM. No conflicts were disclosed.

Members present: Mayor Brian Blad, Jeff Hough, Jim Johnston, Linda Leeuwrik, Fred Parrish, N. Richardson, 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)(c).

With no further discussion, it was moved by **N. Richardson** and seconded by B. Blad to convene into Executive Session in accordance with Idaho Code Section 74-206(1)(c), to acquire an interest in real property, which is not owned by a public agency at approximately 11:24 AM. Those in favor: B. Blad, J. Hough, J. Johnston, L. Leeuwrik, F. Parrish, N. Richardson, and R. Walsh. Unanimous. Motion carried.

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 July 17, 2024.

It was moved by **B. Blad** and seconded by **J. Johnston** to approve the minutes as written from the regular and executive session meetings held July 17, 2024. Those in favor: B. Blad, J. Hough, J. Johnston, F. Parrish, N. Richardson, and R. Walsh. Unanimous. Motion carried.

4. MONTHLY FINANCIAL REPORT, EXPENSES AND REIMBURSEMENTS.

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

It was moved by **B. Blad** and seconded by **L. Leeuwrik** to approve the financial report, expenses and reimbursements as presented. Those in favor: B. Blad, J. Hough, J. Johnston, F. Parrish, N. Richardson, and R. Walsh. Unanimous. Motion carried.

5. DISCUSS, APPROVE, AND EXECUTE DEATON AND COMPANY AUDIT AND SCOPE OF WORK AGREEMENT FOR THE FISCAL YEAR 2024 AUDIT. The Board may wish to discuss, approve and executive Deaton and Company's Audit and Scope of Work agreement to complete the Fiscal 2024 Audit.

It was moved by **B. Blad** and seconded by **L. Leeuwrik** to approve and execute the FY2023 Annual Audit and Scope of Work Agreement by Deaton and Company as presented. Those in favor: B. Blad, J. Hough, J. Johnston, F. Parrish, N. Richardson, and R. Walsh. Unanimous. Motion carried.

6. APPOINT THANE SPARKS AS TREASURER FOR FISCAL YEAR 2025, AND THEN DISCUSS, APPROVE, AND EXECUTE THE CONSULTANT CONTRACT AND RESOLUTION 2024-1. The Board may wish to appoint Thane Sparks as Treasurer for Fiscal Year 2025, and then discuss, approve, and execute the Consultant Contract and Resolution 2024-1.

Thane Sparks stated he appreciates working with the Board and the opportunity provided him

It was moved by **B. Blad** and seconded by **R. Walsh** to appoint Thane Sparks as Treasurer, and approve and execute the Treasurer Consultant Contract and Resolution 2024-1 as presented. Those in favor: B. Blad, J. Hough, J. Johnston, F. Parrish, N. Richardson, and R. Walsh. Unanimous. Motion carried.

The Board agreed to a friendly amendment to include approving and executing the Treasturer Consultant Contract and Resolution 2024-1 with the appointment motion.

7. NORTH PORTNEUF DISTRICT RAILWAY OVERPASS. The Board may wish to discuss, approve and execute the proposed RFQ for creating a design for a new roadway and overpass.

Quayle presented the plan to accommodate traffic to enter the area with a straight roadway utilizing the proposed overpass by moving the roadway to the east a bit and softening the entry way on the property.

McLane noted that the property owner of a small essential parcel recently deceased, and research for the current property owner is in progress.

Quayle noted the TIF (URA) is closing soon, so we want to get this going and completed before that happens.

It was moved by **J. Johnston** and seconded by **L. Leeuwrik** to approve the North Portneuf District Railway Overpass RFQ as presented. Those in favor: B. Blad, J. Hough, J. Johnston, F. Parrish, N. Richardson, and R. Walsh. Unanimous. Motion carried.

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.

9. ADJOURN MEETING.

With no further business, **Hough** adjourned the regular meeting at 11:24 AM and the Board moved into executive session at 11:24 AM.

Submitted by: 
Aceline McCulla, Secretary

Approved on: September 18, 2024