

**Board of Directors Business Meeting**

**Tuesday 22, January 2019, 7:00 a.m.**

**Location: Idaho Falls Auditorium District Office**

**467 Constitution Way Idaho Falls, Idaho 83402**

**Attendees:** Terri Gazdik, Bob Nitschke, John LoBuono, Mark Fuller,

Salem Thomas, Ryan Suppe, Debi Wilson, Tana Barney, Justin Pearson, Chad Hammond, Kevin Greene, Leith Sheets, Steve Vucovich

**Agenda**

1. Call to Order – 7:05 a.m.
2. **Action Item** - Accept the Consent Agenda – Nitschke requested a discussion item concerning meeting announcements. It will be added after item IX. Nitschke also requested an update on road and bridge construction from Ball Ventures. He continued to ask about the public’s comments about the board and their working together. Motion to approve the amended agenda. Motion seconded. Motion passed.
	1. Meeting Minutes – 12/11/2018, 1/8/2019 and 1/15/2019 – Nitschke requested to change wording in the 1/15/2019.
	2. Approve IFAD Payables - Motion to approve the consent agenda. Seconded. Passed.
3. **Discussion Item** - Public Comment – none.
4. **Action Item** – Zoning Change Request – Gazdik – The city changed the zoning of the Event Center from L1 to LC designation. Ball Ventures seeks IFAD support to request the city change instead to HC (Highway Commercial) because it lessens the landscaping requirements. There is a document that explains the differences between LC and HC zoning. Leith Sheets handed everyone on the board a larger, clearer map that explains the differences between the zones. He also handed out a sheet that verbally expresses the differences between the two. Sheets explained that there will have to be a 30 foot landscaping buffer between the residential property next to IFAD’s parcel and anything we build. There are other parcels that are waiting on the decision of the land given to IFAD that will affect the rest of Snake River Landing. Fuller stated that he liked what he read concerning the matter because it required a lot less landscaping. LoBuono asked about the landscaping of adjacent lands, and Sheets assured that the surrounding landscape will also be nice; it won’t just be dirt piles. Gazdik asked about the short-term rental item. Sheets said it would only be for residential zoning and that it wouldn’t be permitted in HC. There are not a lot of differences, but it does allow a few other things that the original zoning would not. Snake River Landing has their own landscaping requirements. Tana Barney said she would look up what the landscaping requirements are and send them to Fuller. LoBuono asked for a summary of what the benefits of switching zoning requirements are. Sheets explained that it will make all the zoning the same along the interstate so that similar businesses will go in. Fuller recommends reviewing all the information and making decisions on this at the next board meeting. LoBuono said generally he doesn’t see any issues with the change, but does want to review before a decision is made. Sheets did mention that they will need a legal affidavit to act on behalf of the board at the next city planning and zoning meeting.

Sheets shared an update on the status of the bridge building. Battle Creek Bridge is installed. There is water, sewer, storm drains installed. They are in the process of pouring a concrete bottom of a canal so they can put in the concrete bridge on top of it. Cranes will bring in the upper part of the bridge this week. After that is all done, the workers will take a break until the weather is more favorable. They do have a March 1, 2019 deadline to have the bridges done before the aquifer is recharged. Fuller asked about the amount of lava rock that had to be blasted and carried out. It is about the about same amount as they anticipated. They will have to blast again in the spring. Gazdik said she would like a date from Tana Barney to know when they will start blasting in the spring.

1. **Discussion Item** - Project Management Plan Review – Nitschke said he was grateful that someone finally recognized what a project management plan was. Once approved, he wants to check the status/progress of the plan at each meeting. He committed to reviewing and submitting any changes he saw necessary.

1. **Discussion Item** - Action Item Checklist Review – Thomas shared the action item checklist that was created. Nitschke suggested including more information in the “Status” column than just “complete.” LoBuono agreed that more of an explanation would be good.

1. **Discussion Item** – Report on TEG Global search for Executive Director – The representative from TEG Global is not in attendance today. Nitschke suggested that the salary not be included on the search because there was not enough interest in the job when people saw the salary. Nitschke felt that TEG Global didn’t allow enough candidates through last time which is why Nitschke didn’t want to use this service again. Fuller discussed his meeting with Darwin Mecham of TEG Global this week and explained that the Board would like to interview more candidates this time and that this is an urgent issue. Mr. Mecham understood and said he would give it the urgency it deserved.
2. **Discussion Item** – Update from Pathway on Naming Rights Campaign – They are providing the continuity we need with the loss of our executive director. Phyllis Hockett created a list of primary naming rights candidates. This is not a public document because it has names on it.

Hammond talked a little bit about the two Business Advisory Committee (BAC) evening presentations that happened last week. He explained that it was for recruiting for the BAC. The attendees offered a number of questions and it helped the Board move forward because now there is a list of questions that need to be addressed. Nitschke asked that he would like to see the questions that the BAC asked. Hammond said he had them in his notes and would provide them. Hammond said he plans to go over the information and put it together – everything that was done in 2018 and everything that the Board is planning. Gazdik thought it was very beneficial for the people there to see what the lay out was for the building and for the land.

1. **Discussion Item** – Public Relations and Media Update – Chad Hammond - Nitschke asked about the press conference so Hammond explained that the plan is to go through the same PowerPoint with the media, maybe on Wednesday, 1/23/2019. The 2018 timeline needs some rearranging so it looks more like a PowerPoint than week-to-week notes. Hammond also suggested doing a Facebook Live stream during the press conference.
2. **Discussion Item** – Meeting Announcement – Nitschke - Prior to any emergency Board meeting, the admin will send out a text notification to all of the Board as well as an email announcement.
3. Report and Updates
4. **Action Item** – Report on Interim Executive Director Search – Gazdik said she doesn’t have any interim candidates at the moment, but will keep looking. Nitschke asked if there is a list of requirements for the interim person. Gazdik said that Chip Scott put a list of job instructions together before he left and she would send the list to all Board members.
5. **Discussion Item** - Legal Report – In reference to Nitschke’s questions about the public asking questions, Fuller suggested the Board members not answer questions in a one-on-one discussion during the meeting. At the beginning of each meeting, public comment is allowed. If a Board member wishes to address the issue, the person should be invited to the next meeting to speak during the public comment allotted time. That way the Board is able to answer the public’s questions together.

Fuller discussed that he has participated in a number of phone calls with other attorneys determining how to keep the donations tax exempt. He drafted an explanation for the Board to read and asked to discuss it at the next meeting.

1. Calendar and Announcements
	1. Upcoming IFAD Meeting/Events – **Next Meeting on February 12, 2019**
	2. **Discussion Item** - Announcements and Minor Questions – Gazdik received a letter of resignation from Jill Kirkham this morning. Next meeting will include discussion on replacements for her. Her six year term, minus the time she served, leaves a 4 ½ year term for the replacement, but the appointee must stand for election in May, 2019 to serve remaining four (4) years. Motion to accept Jill Kirkham’s resignation. Motion seconded. Motion passed.
	3. **Discussion Item** - Agenda Items for February 12th meeting.
2. Discussion Item – Executive Session – Idaho Code 74-206 (1) (f) to communicate with legal counsel on controversy not yet being litigated but imminently likely to be filed.
3. **Action Item** – action taken on matters discussed in Executive Session – Discussed having Fuller pursue legal action against one of the hotels regarding nonpayment of collected IFAD taxes and penalties. Motion made to file suit against said hotel, unless payment in full is made this week. Motion seconded. Motion passed.
4. Adjournment from Public Session – Motion to adjourn. Seconded. Motion passed. Adjournment at 8:42 a.m.

Discussion and action item for zoning: change to HC designation

BAC Feb 5. Tuesday 4 p.m.

Discuss replacement for Jill Kirkham

Discussion on terms of centennial management contract in order to ensure tax exempt statute on financing

Review documents from Ball Ventures about the zoning

Review Project Management plan

Solicit the opportunity for Executive Director and Board position

Review and send Salem things that have been completed on the checklist

Tana Barney send Fuller Zoning information on landscaping

Elections of secretary/treasurer to replace Jill Kirkham

Hammond will provide the questions people at the BAC meetings asked