

**North Bonneville Public Development Authority Minutes**  
**Thursday August 14, 2014**  
**5:30 pm**

**Note: The public is invited to attend all board meetings at 102 CBD Mall #3**

**Meeting called to Order:** 5:30pm

**Roll Call:** by Secretary/Treasurer Dan Smith confirmed the presence of all Board Members except Director Bechtel who was on vacation.

**Staff:** Consultant John Spencer, Attorney Teunis J. Wyers & City Manager Steve Hasson were also present.

**Pledge of Allegiance to the US Flag:** No flag was present.

**Agenda Changes and/or Additions:** Attorney Teunis J. Wyers asked to have an executive session added to New Business to discuss Leases.

**Public Comments:** None

**Board Comments:** None

**Staff Report:**

Attorney Wyers reported reaching a lease agreement with the property owner @ 484 Evergreen. His and the Board's prior review of the document had been included and approved. He advised that we be familiar and comfortable with the specifics of the agreement.

He also reported completing the formation of a Limited Liability Company's Articles of Organization and said he was awaiting a reply from the State issuance of a tax ID# in order to proceed with the opening of a bank account.

He said he had also sent a response to Fern Armstrong's rent proposal to include items the Board deemed important and was currently thoroughly reviewing all the loan proposals.

Consultant Spencer reported having been trying to locate CPA to engage for our bookkeeping needs and listed the credentials of those under consideration. He's continuing to look for funding and said we currently have proposals totaling \$170,000 give or take \$40,000 or so and he thinks it may be enough to get a facility ready. He tried to visit retail stores in Vancouver but found them all closed for lack of inventory.

**Old Business:**

**Banking -** The chair declared this issue still pending the completion of the **LLC process.**

**Licensing** - President Dudley reported no additional activity to date but said he spoke with them about it and was told they are trying to create precedent regarding public entities being licensed. He was expecting to hear something by Monday.

**Funding** - Approval of the loan proposals was again delayed pending finalization of the LLC.

**New Business:**

**Management Contract for LLC** - Tabled until next meeting.

**CPA Contract** - Still working on getting their bid.

**Updates On Projects** - Director Whitcom reported speaking with a muralist who indicated a willingness to come make a presentation to the board regarding possible signage. A BigFoot tie-in was discussed.

She said she found a place to acquire software for Point Of Sale information tracking and I-502 approved security providers. A discussion about acquiring a safe from the City ensued.

Secretary Smith reported referring a webpage designed to Mr. Spencer who listed others also being considered.

President Dudley reported making contact with a potential product provider who expected bi-monthly harvests.

**Approve Invoices** - All 3 vouchers presented were approved by unanimous vote including an amount to repay the balance of the original loan from the City.

**Approve Minutes** - Minutes from the last meeting were approved by unanimous vote noting the amendment to the LLC name 484 Evergreen Drive.

**Approve New Loans** - Approval of loan proposals was delayed until such time as the LLC could be completed.

***The Chair called for adjournment to executive session @ 6:46pm for an estimated 20 minutes to discuss real estate matters. The meeting was reconvened reporting no decisions having been made.***

**Leases** - The lease agreement with the property owner reviewed earlier was approved by unanimous vote with a nod of thanks to Attorney Wyer's for his diligence in finalizing an acceptable agreement in time to help us qualify for the license. A plan was made to connect with the signing parties and a notary.

**Next Meeting Date** - was set for 6:30pm Thursday Aug. 28th.

**Closing Public Comment:** None

**Closing Board Comments:** None

**Adjournment:**The Chair adjourned the meeting at 6:58pm

Dan C. Smith  
Board Secretary.

