

North Bonneville Public Development Authority  
Meeting Minutes July 08, 2020

President Adam Schaeffer called meeting to order at 7:30PM

President Schaeffer called roll, In attendance were,

President: Adam Schaeffer

Vice President: Steven Helms

Secretary/Treasurer: Mary Helms

Attorney For PDA: Thomas Foley

PDA CPA: Paul Henry

Public Comments: None

Board Comments: None

Agenda Changes : NONE

Consent Agenda - Minutes, Invoices, Payroll:

President Schaeffer moved to approve minutes from June 28 2020. Secretary/ Treasurer Helms  
Second motion. Motion passed 3-0

PUD auto draft \$337.54. Sierra Springs Water \$20.21 President Schaeffer moved to approve  
payment and cancel service. Vice President Helms Second motion. Motion passed 3-0. Mary  
will call them tomorrow and set up a date to pick up cooler and unused water bottles and cancel  
service. PERS \$ 1860.63 President Schaeffer moved to approve payment. Vice President  
Helms Second motion. Motion passed 3-0. Wave Internet \$142.58 President Schaeffer moved  
to approve payment. Vice President Helms Second motion. Motion passed 3-0. Attorney  
Thomas Foley \$1139.75 Vice President Helms moved to approve payment. Secretary/Treasurer  
Helms Second motion. Motion passed 3-0

Monthly Tax Report: LCB Excise Tax \$15,089.06 President Schaeffer moved to approve  
payment. Secretary /Treasurer Helms Second motion. Motion passed 3-0

Washington & Skamania Tax not including B&O and Litter \$3148.29. Secretary /Treasurer  
Helms made a motion to approve up to \$4000.00 to pay Washington and Skamania Sales tax to  
include B&O plus Litter Tax. Vice President Helms Second Motion. Motion passed 3-0

Product Purchasing: Secretary /Treasurer Helms made a motion to approve up to \$15,000.00 in  
product purchasing through the end of July 2020. Vice President Helms Second Motion. Motion  
passed 3-0

Old Business: None

New Business: Purchase of new POS scanner for store. Discussion by Vice president Helms about the old scanners no longer working so all transactions are having to be manually keyed in as well as all inventory coming in. A new scanner will improve inventory audits as well as speed up getting the products in our system when orders come in. President Schaeffer made a motion to approve \$631.74 to Green Bits for a new POS Scanner. Amended up to \$700.00 to include any shipping and sales tax. Secretary/Treasurer Helms Second motion. Motion passed 3-0 Vice President Helms asks to verify if Green bits will come out and set up. Mr. Henry asks to verify this version is compatible with our version. Mary will get in touch with Green Bits tomorrow.

May P&L Postponed Paul Henry the CPA for the PDA asked to make a statement on the record. Mr Paul Henry: When I talked to Brian (Mayor Sabo) about a month ago about expediting the sale and avoiding the bankruptcy court we agreed I would get back involved to update the financial statements on one condition, that Josh (Joshua Good) not be involved. Now I understand that Brian wants Josh to be involved. Furthermore despite two phone messages to Brian yesterday he does not return my call to discuss this. So here is what I want to say to the PDA board. The only way I will finish compilation of June financials that includes May is if I present them to The City Council. If Josh has no connection to the PDA I will continue aiding in the sale with financials for buyers and Council and updating. I have forty years experience, As a CPA compiling and analyzing financials of companies with sales of over two hundred million dollars a year. I do not need a liaison with very little experience or background in financial statements to oversee me. If this is not agreeable with the PDA board and the Mayor that's fine you will have to look for another accountant. If it's agreeable then I will prepare an engagement letter and ask the PDA Board and Mayor to sign it. When it's signed i will get back to the books. Keep in mind I am doing this as a volunteer to expedite the sale for the sake of the City.

Mr. Foley and The Board agreed the engagement letter would be a good idea and would need approval of the PDA before being presented to the Mayor and City Council. Mr Henry had concerns over some things on Mr Goods Invoices. Mr Foley asked him if he was willing to document these issues, he said he was, and wanted to speak to Brian about them but had not gotten a return call. Mr Foley stated then he was obligated to bring these to the boards attention at the next meeting hopefully he would have spoken to Mayor Sabo by then. Paul stated he had discussed it briefly with Brian and Brian said the PDA should have just paid Josh half of what he billed them on the last invoice. MR Foley states this issue seems serious enough it needs to be on record unless resolved with the Mayor it needs to be flushed out.

Mr Foley, We are all moving in the same direction which is the sale of the shop. So whatever we can do to facilitate lets do. Paul go ahead and send engagement letter. Hopefully the Mayor will return your calls.

Secretary/ Treasurer Helms asked Mr. Henry, what day was it when he talked to Mayor Sabo and Mayor Sabo agreed to keep Josh out of all PDA financials? Paul stated It was the day after the June 23 Council meeting.

Closing Public Comments: NONE

Closing Board Comments: NONE

Set/ Next Ongoing Meeting Dates: July 29, 2020 @ 7:00pm

President Schaeffer Adjourned Meeting at 7:45PM

NOTE: The public is always invited to attend meetings and the Board may adjourn to executive session in accordance with RCW 42.30.110 during any meeting.