

MINUTES

INDUSTRIAL DEVELOPMENT AUTHORITY OF THE CITY OF DOUGLAS TUESDAY, FEBRUARY 14, 2023, AT 11:00 A.M. CITY HALL COUNCIL CHAMBER 425 10th STREET, DOUGLAS, AZ, 85607

1. CALL TO ORDER. 11:10 a.m.
2. ROLL CALL.

	Present	Absent
Patrick Scherden	X	
Joey Barreras	X	
Florencio Lopez	X	
Hector Quijada	X left 12:59 pm	
Robert Fernandez		X (EXCUSED)
Ida Pedregó	X	
Vicky Merritt	X arrived 11:17 am	

3. PERSONS WISHING TO ADDRESS THE INDUSTRIAL DEVELOPMENT AUTHORITY MEMBERS ON ANY ITEM NOT ON THE AGENDA.

Trisanne Terrinoni, provided background on a funding request for Roof Replacement at 1101 G Avenue.

4. DISCUSSION/DECISION ON NOMINATION AND ELECTION OF OFFICER.

Motion by Mr. Scherden, second by Mr. Barreras to un-table the officer elections item. Motion passed unanimously.

Mr. Quijada nominated Mr. Scherden for President.
Mr. Barreras nominated Mr. Fernandez for Vice President.
Mr. Lopez nominated Ms. Pedregó for Secretary.
Mr. Barreras nominated Mr. Lopez for Treasurer.

Motion by Ms. Pedregó, second by Ms. Merritt to the nominations and approve election of officers. Motion passed unanimously.

5. DISCUSSION/DECISION ON APPROVAL OF CONSENT AGENDA ITEMS.

A. MEETING MINUTES FOR NOVEMBER 15, 2022, AND JANUARY 17, 2023

Motion by Ms. Pedregó, second by Ms. Merritt to approve the consent agenda items. Motion passed unanimously.

6. TREASURER REPORT.

Mr. Lopez reported balances for IDA accounts totaling \$448,503.29 as of 02/14/2023.
As recap a balance for accounts at SEAFUCU; 2021 balance \$109,704.70 and 2022 balance of \$98,058.58.

Motion by Mr. Barreras, second by Ms. Pedregó to approve treasurer report. Motion passed unanimously.

7. DISCUSSION/UPDATE ON PROJECT LOAN BY STEVE HELFFRICH.

Steve Helffrich provided background on his progress and expenditures for the project at 1303 F Avenue. Additionally, Mr. Helffrich requested an additional \$70,000 to complete the project.

Mr. Scherden reported that the request for extra monies will go before the sub-committee.

8. DISCUSSION/UPDATE ON A CPA.

Mr. Scherden reported Andrew Terry, CPA from Wilcox Arizona; will provide tax services after April 18, 2023.

9. DISCUSSION/REVIEW BYLAWS.

Ms. Pedrego opened up discussion and questions on the Bylaw revisions.

Mr. Lopez requested to change the verbiage to allow board member to vote on request for funds from a family member / association to the requester.

Ms. Merritt commented that appearance of self-dealing does not occur, everyone receives the same treatment as far as loan and that no grants be granted especially to board members, unless there is specific language that states that grant monies will be returned if the business is sold.

Discussion was held on addressing in the bylaws the justification of grants vs loans and the evaluation and approval of request for funding from family or acquaintances of board members.

Directors agreed that legal clarification is requested from attorney to move forward with the revision.

Mr. Scherden commented Mr. Fernandez submitted the suggestion of changing the term of officers that currently states 1 year term should be changed to 2 years term.

Discussion was held on length Directors appointment and the length of a term of officers.

Mr. Lopez asked if there is an MOU establish with the City that board members are protected under an insurance from the City.

Mr. Scherden answered that all board and commissions are covered by an insurance.

Discussion was held on requirement of the Treasurer being bonded.

Discussion was held on the role of Mayor and Council in reference to the appointment of Directors.

Mr. Scherden submitted the addition of a Mission Statement of the IDA, and added it should be added above the preamble.

Discussion was held on the submission of Mission Statements.

Ms. Lamar reported on the revision of adding a dollar amount to the limit the President can expense.

Discussion was held on establishing a dollar amount.

Directors agreed that legal clarification is requested from attorney to move forward with the revision.

Ms. Lamar commented on establishing a date to review bylaw revisions with the attorney.

Directors agreed that the attorney should provide availability and the board will accommodate to his schedule.

Mr. Scherden stated that Ms. Lamar will update the revisions requested and provide them to the board.

Mr. Scherden reported that the application and loan process for all grants and loans will be an addendum to the bylaws at a later date.

Discussion was held on application and loan process for all grants and loans being included with the bylaws.

Mr. Scherden thanked the bylaw committee for their work.

10. NEXT MEETING ITEMS.

Mr. Scherden reported Mr. Fernandez and Mr. Lopez will be reviewing the submissions for funding request, and report back as to when to add item to the agenda.

11. NEXT MEETING DATE.

Tuesday, March 14, 2023, at 11:00 am.

12. ADJOURNMENT.

Motion by Mr. Barreras, second by Ms. Pedregó to adjourn the meeting at 1:16 p.m.

Minutes prepared by: Cynthia Acuña Robles