

**MEETING AGENDA**  
**CITY OF POCATELLO**  
**POCATELLO DEVELOPMENT AUTHORITY**

DECEMBER 17, 2025 – 11:00 AM  
COUNCIL CHAMBERS AND PARADICE CONFERENCE ROOM | 911 N 7TH AVENUE AVENUE

In accordance with the Americans with Disabilities Act, it is the policy of the City of Pocatello to offer its public programs, services, and meetings in a manner that is readily accessible to everyone, including those with disabilities. If you are disabled and require an accommodation, please contact Skyler Beebe with two (2) business days' advance notice at [sbeebe@pocatello.gov](mailto:sbeebe@pocatello.gov); 208.234.6248; or 5815 South 5<sup>th</sup> Avenue, Pocatello, Idaho. Advance notification within this guideline will enable the City to make reasonable arrangements to ensure accessibility.

In the event this meeting is still in progress at 12:00 p.m., a ten-minute recess may be called.

- 1. CALL TO ORDER, ROLL CALL, DISCLOSE CONFLICTS OF INTEREST AND ACKNOWLEDGMENT OF GUESTS.**
- 2. ACTION ITEM: MEETING MINUTES.** The Board may wish to waive the oral reading of the Board of Commissioners' meeting minutes held November 19, 2025, and approve the minutes as written.
- 3. ACTION ITEM: MONTHLY FINANCIAL REPORT, EXPENSES AND REIMBURSEMENTS.** The Board may wish to approve the monthly financial report, expenses and reimbursements.
- 4. ACTION ITEM: NORTHGATE DISTRICT REIMBURSEMENT REQUESTS NO. 1 BY BANNOCK COUNTY.** The Board may wish to approve and authorize payment for reimbursement request no. 1 by Bannock County in the amount of \$1,300,000.00 for road and infrastructure work in the development of the Northgate District, when funds are available.
- 5. ACTION ITEM: NORTHGATE DISTRICT REIMBURSEMENT REQUESTS NO. 1 BY THE POCATELLO DEVELOPMENT AUTHORITY.** The Board may wish to approve and authorize reimbursement request no. 1 by the Pocatello Development Authority for \$1,650,000.00 for road and infrastructure work in the development of the Northgate District when funds are available.
- 6. 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.
- 7. ADJOURN MEETING AND MOVE INTO THE LUNCHEON.**
- 8. ADJOURN LUNCHEON IN THE PARADICE CONFERENCE ROOM.**



# Action Item 2

**MEETING MINUTES**  
**CITY OF POCATELLO**  
**POCATELLO DEVELOPMENT AUTHORITY MEETING**

NOVEMBER 19, 2025 – 11:00 AM  
COUNCIL CHAMBERS | 911 NORTH 7TH AVENUE, POCATELLO

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

**Villarreal** called the meeting to order at 11:02 AM. No conflicts were disclosed.

**Members present:** Mayor Brian Blad, Linda Leeuwrik, Kirk Lepchenske, Fred Parrish, Nathan Richardson, Scott Turner, David Villarreal and Ruby Walsh. **Members excused:** Jeff Hough. **Others present:** Executive Director Brent McLane, Treasurer Thane Sparks, Secretary Aceline McCulla, City of Pocatello City Engineer Merril Quayle, and City of Pocatello Public Works Director Tom Kirkman. **Visitors:** Others in attendance.

**2. MEETING MINUTES.**

The Board may wish to waive the oral reading of the Board of Commissioners' meeting minutes held October 22, 2025, and to approve the minutes as presented.

It was moved by **B. Blad** and seconded by **L. Leeuwrik** to approve the meeting minutes for October 22 as presented. Those in favor: B. Blad, L. Leeuwrik, K. Lepchenske, F. Parrish, N. Richardson, S. Turner, D. Villarreal and R. Walsh. Those against: none. Unanimous. Motion carried.

**3. MONTHLY FINANCIAL REPORT, EXPENSES AND REIMBURSEMENTS.**

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

**Parrish** asked why there was no tax increment income for the NOP. **Sparks** noted we are waiting for the first tax increment to come in, as this was set to close for FY25, we will do a Budget Amendment at that time.

It was moved by **B. Blad** and seconded by **R. Walsh** to approve the financial report, expenses and reimbursements as presented. Those in favor: B. Blad, L. Leeuwrik, K. Lepchenske, F. Parrish, N. Richardson, S. Turner, D. Villarreal and R. Walsh. Those against: none. Unanimous. Motion carried.

**4. RFQ FOR MONARCH BUILDING DEMOLITION PHASE.**

The Board may wish to review and authorize staff to post the RFQ for the Monarch Building demolition phase.

**McLane** stated that the original RFP process resulted in no proposals being received. This RFQ is focusing on the demolition of the building only to obtain qualifications for contractors with the skill set for this project. Staff will bring the options to the Board in February. Typically, one qualified contractor is selected from all the qualified contractors. McLane will discuss with PDA legal counsel on options if more than one is received.

**Quayle** noted that this demolition project has special issues with two neighboring businesses sharing the same side walls.

**Blad** wanted to make sure statutes are followed with the RFQ and RFP for proposal costs, if only one contractor is allowed to bid on the project. **McLane** noted that staff may negotiate the price, and staff will follow State Statute.

**Quayle** clarified how the price should be fair for the work being performed, and price negotiation is another way to accomplish bringing the price to a reasonable cost. There are other resources to assist with making sure the price is fair and reasonable.

**Villarreal** noted that the insurance company will look at the qualifications of the contractor's expertise for the project being completed, and if the insurance company does not feel any contractor is qualified, they will not insure the project with said contractor. A bond, waiver, and release must be insurable by the insurance company stating the building demolition will not affect the two neighboring buildings. **Walsh** commented that the PDA needs the best qualified contractor, not the cheapest and unqualified contractor. **Blad** confirmed that the PDA wants the best qualified contractor, and that staff would negotiate the price if needed.

**Lepchenske** noted the City and Chamber of Commerce are concerned that the Center Street underpass may be closed twice, if the project timelines do not sync. **Quayle** noted that traffic on Center Street may be rerouted a block over and that closing the street would only be for a few days, if necessary.

It was moved by **B. Blad** and seconded by **K. Lepchenske** to approve the RFQ for the demolition phase and to have staff post the RFQ as presented. Those in favor: B. Blad, L. Leeuwrik, K. Lepchenske, F. Parrish, N. Richardson, S. Turner, D. Villarreal and R. Walsh. Those against: none. Unanimous. Motion carried.

#### **5. HOLIDAY LUNCHEON.**

The Board may wish to discuss and authorize staff to coordinate efforts for the holiday luncheon.

It was moved by **B. Blad** and seconded by **S. Turner** to approve staff to coordinate efforts for the holiday lunch for the December meeting. Those in favor: B. Blad, L. Leeuwrik, K. Lepchenske, F. Parrish, N. Richardson, S. Turner, D. Villarreal and R. Walsh. Those against: none. Unanimous. Motion carried.

#### **6. 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.

Nothing was reported.

#### **8. ADJOURN.**

With no further business, **Villarreal** adjourned the meeting at 11:27 AM.

Submitted by:

Aceline McCulla, Secretary

Approved on:



# Action Item 3

**Pocatello Development Authority**  
**Monthly Finance Report**  
**December 17, 2025**  
**Fiscal Year 2026**

**Expenditure Approvals:**

**Checks to be ratified:**

Vendor	Check #	Amount
Aceline McCulla	2100	36.49 Luncheon dessert - November

**Checks to be approved:**

Vendor	Check #	Amount	Board Approval
ICCU VISA	dbt25-12	1,619.52 ISJ AD 698400 & 698410 - So 5th TIF	
Thane Sparks	2101	1,500.00 December Invoice	
Elam & Burke	2102	10,729.25 Invoices for Oct and Nov # 218495, 218496, 219038, 219039, 219040	
Keller & Associates	2103	34,300.00 Invoice# 0253672	
Aceline McCulla	2104	100.00 Invoce# 25-3, dessert	
Palate Street Bistro	2105	298.08 Holiday luncheon	

**Cash Balances as of December 17, 2025**

Cash*	General Fund		Naval Ordinance *		North Portneuf		Airport		Northgate		So 5th Ave		Total	
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
<b>Income</b>														
Administrative fees	104,800	-	-	-	-	-	-	-	-	-	-	-	104,800	0.00
Property taxes	-	-	-	-	122,000	-	81,600	23.38	845,000	716.80	-	-	1,048,600	740.18
Interest income	90,000	20,806.32	-	-	-	-	-	-	-	-	-	-	90,000	20,806.32
Transfer In	-	-	50,000	-	-	-	-	-	-	-	25,000	-	75,000	0.00
<b>Total Income</b>	<b>194,800</b>	<b>20,806.32</b>	<b>50,000</b>	<b>0.00</b>	<b>122,000</b>	<b>0.00</b>	<b>81,600</b>	<b>23.38</b>	<b>845,000</b>	<b>716.80</b>	<b>25,000</b>	<b>0.00</b>	<b>1,318,400</b>	<b>21,546.50</b>
<b>Expense</b>														
Administrative expense	-	-	-	-	12,200	-	8,160	-	84,500	-	-	-	104,860	0.00
Luncheon costs	2,500	684.44	-	-	-	-	-	-	-	-	-	-	2,500	684.44
Office expenses	500	2,472.77	-	-	-	-	-	-	-	-	-	-	500	2,472.77
Dues and memberships	-	-	-	-	-	-	-	-	-	-	-	-	-	0.00
Insurance	12,500	-	-	-	-	-	-	-	-	-	-	-	12,500	0.00
City admin charges	20,000	9,605.78	-	-	-	-	-	-	-	-	-	-	20,000	9,605.78
Professional services	150,000	44,047.25	50,000	-	-	-	-	-	-	-	25,000	-	225,000	44,047.25
Reimbursement - district imp.	-	-	-	-	-	-	-	-	956,500	-	-	-	956,500	0.00
Planned development projects	-	-	-	-	510,000	56,700.00	-	-	-	-	-	-	510,000	56,700.00
Transfer out	25,000	-	50,000	-	-	-	-	-	-	-	-	-	75,000	0.00
Non-capital Infrastructure	984,300	-	-	-	769,800	-	126,440	65,000.00	-	-	-	-	1,880,540	65,000.00
<b>Total Expense</b>	<b>1,194,800</b>	<b>56,810.24</b>	<b>100,000</b>	<b>0.00</b>	<b>1,292,000</b>	<b>56,700.00</b>	<b>134,600</b>	<b>65,000.00</b>	<b>1,041,000</b>	<b>0.00</b>	<b>25,000</b>	<b>0.00</b>	<b>3,787,400</b>	<b>178,510.24</b>

\* - includes Titan Center 2026 budget

Aceline McCulla  
904F McKinley Ave  
Pocatello, ID 83201  
406.202.6444

**Invoice Date:** November 18, 2025  
**Invoice #:** 25-2

City of Pocatello  
Pocatello Development Authority  
911 N 7th Ave  
Pocatello, ID 83201  
Tax Exempt: 82-6000244

**Delivery Date:** November 19, 2025  
**Delivery Time:** 10:45 a.m.  
**Delivery Location:** City Hall Council Chambers  
911 N 7th Avenue, Pocatello ID 83201

Description	Qty	Cost
Mini apple pies	1	\$ 25.00
Whipped Cream	1	\$ 4.90
Caramel sauce	1	\$ 6.59
<b>Total Due Upon Receipt:</b>		<b>\$ 36.49</b>



## PROFORMA INVOICE

APG West Payment  
Processing  
PO Box 1570  
Pocatello, ID 83204  
Ph. (208) 239-3163

BILLING DATE:	ACCOUNT NO:
12/08/25	18588

ACELINE MCCULLA  
POCATELLO DEVELOPMENT AUTHORITY  
911 N 7th Avenue  
POCATELLO, ID 83205

AD #	DESCRIPTION	START	STOP	TIMES	AMOUNT
698400	SUMMARY OF ORDINANCE	12/10/25	12/10/25	2	\$816.84

### Payments:

Date	Method	Card Type	Last 4 Digits	Check	Amount
12/08/25	CC	VISA	0272		\$816.84

Discount:	<b>\$0.00</b>	Gross: <b>\$816.84</b>
Surcharge:	<b>\$0.00</b>	Paid Amount: <b>\$816.84</b>
Credits:	<b>\$0.00</b>	

Amount Due:**\$0.00**

*We Appreciate Your Business!*





## PROFORMA INVOICE

APG West Payment  
Processing  
PO Box 1570  
Pocatello, ID 83204  
Ph. (208) 239-3163

BILLING DATE: ACCOUNT NO:	
12/08/25	18588

ACELINE MCCULLA  
POCATELLO DEVELOPMENT AUTHORITY  
911 N 7th Avenue  
POCATELLO, ID 83205

AD #	DESCRIPTION	START	STOP	TIMES	AMOUNT
698410	SUMMARY OF ORDINANCE	12/10/25	12/10/25	2	\$802.68

### Payments:

Date	Method	Card Type	Last 4 Digits	Check	Amount
12/08/25	CC	VISA	0272		\$802.68

Discount: **\$0.00** Gross: **\$802.68**  
Surcharge: **\$0.00** Paid Amount: **\$802.68**  
Credits: **\$0.00**

Amount Due: **\$0.00**

*We Appreciate Your Business!*



# INVOICE

## ***Thane Sparks***

3506 E 126 N  
Rigby, Idaho 83442  
(208) 206-8457

**DATE:** December 17, 2025  
**INVOICE #** 25-12  
**FOR:** Professional Services

**BILL TO:**

Pocatello Development Authority  
911 N 7th Avenue  
Pocatello, Idaho 83201

Make all checks payable to .

Total due in 15 days. Overdue accounts subject to a service charge of 1% per month.

THANK YOU FOR YOUR BUSINESS!

251 E. Front Street, Suite 300  
Boise, Idaho 83702  
Tax ID No. 82-0451327  
Telephone 208-343-5454  
Fax 208-384-5844



October 31, 2025

Pocatello Development Authority  
Attn: Brent McLane  
City of Pocatello  
P.O. Box 4169  
Pocatello, ID 83205

Invoice No. 218495  
Client No. 9212  
Matter No. 3  
Billing Attorney: MSC

### INVOICE SUMMARY

For Professional Services Rendered from October 7, 2025 through October 31, 2025.

RE: Special Counsel General

Total Professional Services	\$ 1,347.50
Total Costs Advanced	<u>\$ .00</u>
 <b>TOTAL THIS INVOICE</b>	 <b>\$ 1,347.50</b>

251 E. Front Street, Suite 300  
Boise, Idaho 83702  
Tax ID No. 82-0451327  
Telephone 208-343-5454  
Fax 208-384-5844



October 31, 2025

Pocatello Development Authority  
Attn: Brent McLane  
City of Pocatello  
P.O. Box 4169  
Pocatello, ID 83205

Invoice No. 218496  
Client No. 9212  
Matter No. 7  
Billing Attorney: MSC

### INVOICE SUMMARY

For Professional Services Rendered from October 3, 2025 through October 31, 2025.

RE: S. 5th Corridor Plan

Total Professional Services	\$ 2,699.00
Total Costs Advanced	<u>\$ .00</u>
<b>TOTAL THIS INVOICE</b>	<b>\$ 2,699.00</b>

251 E. Front Street, Suite 300  
Boise, Idaho 83702  
Tax ID No. 82-0451327  
Telephone 208-343-5454  
Fax 208-384-5844



November 30, 2025

Pocatello Development Authority  
Attn: Brent McLane  
City of Pocatello  
P.O. Box 4169  
Pocatello, ID 83205

Invoice No. 219038  
Client No. 9212  
Matter No. 1  
Billing Attorney: MSC

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### INVOICE SUMMARY

For Professional Services Rendered from November 7, 2025 through November 30, 2025.

**RE: Northgate Plan**

Total Professional Services	\$ 2,750.00
Total Costs Advanced	<u>\$ .00</u>
<b>TOTAL THIS INVOICE</b>	<b>\$ 2,750.00</b>

251 E. Front Street, Suite 300  
Boise, Idaho 83702  
Tax ID No. 82-0451327  
Telephone 208-343-5454  
Fax 208-384-5844



November 30, 2025

Pocatello Development Authority  
Attn: Brent McLane  
City of Pocatello  
P.O. Box 4169  
Pocatello, ID 83205

Invoice No. 219039  
Client No. 9212  
Matter No. 3  
Billing Attorney: MSC

### INVOICE SUMMARY

For Professional Services Rendered from November 7, 2025 through November 30, 2025.

RE: **Special Counsel General**

Total Professional Services	\$ 522.50
Total Costs Advanced	<u>\$ .00</u>
 <b>TOTAL THIS INVOICE</b>	 <b>\$ 522.50</b>

251 E. Front Street, Suite 300  
Boise, Idaho 83702  
Tax ID No. 82-0451327  
Telephone 208-343-5454  
Fax 208-384-5844



November 30, 2025

Pocatello Development Authority  
Attn: Brent McLane  
City of Pocatello  
P.O. Box 4169  
Pocatello, ID 83205

Invoice No. 219040  
Client No. 9212  
Matter No. 7  
Billing Attorney: MSC

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### INVOICE SUMMARY

For Professional Services Rendered from November 7, 2025 through November 30, 2025.

**RE: S. 5th Corridor Plan**

Total Professional Services	\$ 3,355.00
Total Costs Advanced	<u>\$ 55.25</u>
 <b>TOTAL THIS INVOICE</b>	 <b>\$ 3,410.25</b>



100 East Bower Street, Suite 110  
Meridian, ID 83642

(208) 288-1992

Pocatello Development Authority  
Attn: Brent McLane  
E-Mail: Amcculla@pocatello.gov  
911 N 7th Ave  
Pocatello, ID 83201

November 15, 2025  
Project No: 225098-000  
Invoice No: 0253672

Project 225098-000 PDA - Pocatello Railroad Overpass and Access Roadway  
Project Manager: Donn Carnahan

Professional Services from October 01, 2025 to November 01, 2025

Task 1.0 Administration  
Fee

Total Fee 28,000.00

Percent Complete 20.00 Total Earned 5,600.00  
Previous Fee Billing 4,200.00  
Current Fee Billing 1,400.00

**Total Fee** 1,400.00  
**Total this Task** \$1,400.00

Task 2.0 Survey  
Fee

Total Fee 35,000.00

Percent Complete 80.00 Total Earned 28,000.00  
Previous Fee Billing 10,500.00  
Current Fee Billing 17,500.00

**Total Fee** 17,500.00  
**Total this Task** \$17,500.00

Task 3.0 Concept Design  
Fee

Total Fee 77,000.00

Percent Complete 30.00 Total Earned 23,100.00  
Previous Fee Billing 7,700.00  
Current Fee Billing 15,400.00

**Total Fee** 15,400.00  
**Total this Task** \$15,400.00

Task 4.1 Geotechnical Investigation and Design  
Fee

Total Fee 135,000.00

Percent Complete 0.00 Total Earned 0.00  
Previous Fee Billing 0.00  
Current Fee Billing 0.00

**Total Fee** 0.00  
**Total this Task** 0.00

Remittance Address: 100 East Bower St. Suite 110, Meridian, ID 83642

ACH payment: Transit/Routing No. 021052053 Account No. 72589770 Remittance Email: invoices@kellerassociates.com

**GROWING POSSIBILITIES**

Doc ID: 8683ad7c6e2b94dcf2d566c20bbe21380cec0a8f

Project	225098-000	PDA - RR Overpass & Access Roadway	Invoice	0253672
Task	4.2	4.2-4.4: 30% Bridge and Roadway Design		
<b>Fee</b>				
Total Fee		235,000.00		
Percent Complete	0.00	Total Earned	0.00	
		Previous Fee Billing	0.00	
		Current Fee Billing	0.00	
		<b>Total Fee</b>	<b>0.00</b>	
			<b>Total this Task</b>	<b>0.00</b>
			<b>Total this Invoice</b>	<b><u>\$34,300.00</u></b>

#### Outstanding Invoices

Number	Date	Balance
0253009	9/15/2025	13,650.00
0253252	10/15/2025	8,750.00
		<b>22,400.00</b>

#### Billings to Date

	Current	Prior	Total
Fee	34,300.00	22,400.00	56,700.00
<b>Totals</b>	<b>34,300.00</b>	<b>22,400.00</b>	<b>56,700.00</b>

Aceline McCulla  
904F McKinley Ave  
Pocatello, ID 83201  
406.202.6444

**Invoice Date: December 10, 2025**  
**Invoice #: 25-3**

City of Pocatello  
Pocatello Development Authority  
911 N 7th Ave  
Pocatello, ID 83201  
Tax Exempt: 82-6000244

**Delivery Date:** December 17, 2025

**Delivery Time:** 10:00 a.m.

**Delivery Location:** City Hall Paradice Conference Room  
911 N 7th Avenue, Pocatello ID 83201

Description	Qty	Cost
Assorted Wrapped Caramels and Chocolate Sea Salt Caramels	1	\$ 100.00
Assorted Wrapped Chocolate Pretzel Rods		
Holiday Cookies		
Chocolate Cupcakes w/Candycane Frosting		
Holiday Luncheon Desserts for December 17, 2025		
<b>Total Due Upon Receipt:</b>		<b>\$ 100.00</b>



# Invoice #000186

Customer	Invoice Details	Payment	
Aceline McCulla amcculla@pocatello.gov	PDF created December 10, 2025 \$298.08 Service date December 17, 2025	Due December 17, 2025 \$298.08	
Items	Quantity	Price	Amount
Chicken, veg, potatoes	3	\$15.00	\$45.00
Tri tip, veg, potatoes	9	\$18.00	\$162.00
Plated, silverware rolled	12	\$0.00	\$0.00
Rental and serve fee	1	\$41.40	\$41.40
Requested gratuity	1	\$49.68	\$49.68
Subtotal			\$298.08

**Total Due** **\$298.08**



Pay online

To pay your invoice go to <https://squareup.com/u/awr0g2BJ>

Or open the camera on your mobile device and place the QR code in the camera's view.



# Action Item 4

BANNOCK COUNTY COMMISSIONERS  
624 E. Center, Pocatello, ID 83201  
Phone: (208) 236-7210 • Fax: (208) 232-7363



ERNIE MOSER   JEFF HOUGH   KEN BULLOCK  
Commissioner   Commissioner   Commissioner  
1st District   2nd District   3rd District

December 2, 2025

Pocatello Development Authority  
ATTN: Mr. McLane and Mr. Villarreal  
911 N. 7<sup>th</sup> Avenue  
Pocatello, Idaho 83201

RE: Request for Reimbursement

Mr. McLane and Mr. Villarreal,

The Board of Bannock County Commissioners, on behalf of Bannock County, are requesting reimbursement as agreed to in Amended Construction Cooperative Agreement, section 1.3.2, dated October 12, 2017, along with the approved city of Pocatello Ordinance 3026 for the formation of the Tax Increment District and reimbursement of public improvements to the various entities.

The Board of Bannock County Commissioners is requesting a reimbursement for the following:

10/14/2017   Idaho Transportation Department  
Northgate Interchange Cooperative Agreement  
Check #1800000 in the amount of \$1,300,000.00

Thank you for your consideration in this matter.

BANNOCK COUNTY COMMISSIONERS

Jeff Hough, Chairman

A blue ink signature of Jeff Hough's name, which is identical to the name above it.

Ernie Moser, Commissioner

A blue ink signature of Ken Bullock's name, which is identical to the name above it.

Ken Bullock, Commissioner



Bannock County  
624 E Center RM 104  
Pocatello ID 83201

## General Invoice

Customer Copy

CUSTOMER	INVOICE DATE	INVOICE NUMBER		AMOUNT PAID	DUUE DATE	INVOICE TOTAL DUE	
DESCRIPTION	QUANTITY	PRICE	UOM	ORIGINAL BILL	ADJUSTED	PAID	AMOUNT DUE
POCATELLO DEVELOPMENT AUTHORITY	11/25/2025	1666		\$0.00	01/02/2026		\$1,300,000.00
REFUND & REIMB REQUEST FOR REIMB CHECK TO ITD IN THE AMOUNT OF \$1,300,000.00 FOR THE NORTHGATE INTERCHANGE COOP AGREEMENT ON 10/14/2017	1.00	\$1300000.000000	EACH	\$1,300,000.00	\$0.00	\$0.00	\$1,300,000.00
					Invoice Total:		\$1,300,000.00

ACCOUNT	AMOUNT

DETACH AND RETURN THE PORTION BELOW WITH YOUR PAYMENT



Bannock County  
624 E Center RM 104  
Pocatello ID 83201

General Invoice  
Remit Portion

Invoice Date	11/25/2025
Invoice Number	1666
Customer Number	144
Amount Paid	
Due Date	01/02/2026
Invoice Total Due	\$1,300,000.00

Please write your Account Number on your check and  
enclose this portion of the bill with your payment.  
Make checks payable to: Bannock County

POCATELLO DEVELOPMENT  
AUTHORITY  
ATTN: MR MCLANE & MR  
VILLARREAL  
911 N 7TH AVENUE  
POCATELLO, ID 83201



# Action Item 5

# Pocatello Development Authority

City of Pocatello  
911 North 7th Avenue  
Pocatello, Idaho 83205

*An urban renewal agency for the City of Pocatello, Idaho*

## Memorandum

To: Brent McLane, PDA Executive Director  
David Villarreal, PDA, Chair  
From: Thane Sparks, PDA, Treasurer  
Date: November 12, 2025  
  
Re: Revenue Allocation Fund Reimbursement Request – PDA

The Pocatello Development Authority is requesting reimbursement as agreed to in the Amended Construction Cooperative Agreement, section 1.3.2, dated October 12, 2017 along with the approved City of Pocatello ordinance 3026 for the formation of the tax increment district and reimbursement of public improvements to the various entities.

The Pocatello Development Authority is requesting reimbursement for the following:

10/7/2017	Idaho Department of Transportation Northgate Interchange Cooperative Agreement Check #3347	\$1,650,000
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