

MEETING MINUTES
CITY OF POCATELLO
POCATELLO DEVELOPMENT AUTHORITY MEETING
DECEMBER 17, 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. **Jeff Hough** noted that as a Bannock County Commissioner, he will abstain from agenda item 4. There were no other disclosures.

Members present: Mayor Brian Blad (arrived at 11:09 AM) Jeff Hough, Linda Leeuwrik (arrived at 11:09 AM), Kirk Lepchenske, Fred Parrish, Scott Turner, David Villarreal, and Ruby Walsh. **Members excused:** Nathan Richardson. **Members unexcused:** **Others present:** Executive Director Brent McLane, Treasurer Thane Sparks, and Secretary Aceline McCulla. **Visitors:** Others in attendance.

2. MEETING MINUTES.

The Board may wish to waive the oral reading of the Board of Commissioners' meeting minutes held November 19, 2025, and to approve the minutes as presented.

It was moved by **S. Turner** and seconded by **K. Lepchenske** to approve the meeting minutes for November 19 as presented. Those in favor: J. Hough, K. Lepchenske, F. Parrish, 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.

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

4. 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.

McLane explained that Bannock County seeks approval of this reimbursement request no. 1 for the amount of \$1,300,000.00 for the money paid to towards the road and infrasturure work in the development of the Northgate Distirct. PDA's approval today will place Bannock County in second position for reimbursement when funds become available after the City of Pocatello has been fully reimbursed.

IT was moved by **R. Walsh** and seconded by **K. Lepchenske** to approve Bannock County's reimbursement request no. 1 for \$1,300,000.00 for Northgate District, second in repayment order, as presented. Those in favor: K. Lepchenske, F. Parrish, S. Turner, D. Villarreal, and R. Walsh. Those abstained: **J. Hough (Bannock Council Commissioner)**. Unanimous. Motion carried.

5. 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.

McLane explained that the Pocatello Development Authority's reimbursement request no. 1 in the amount of \$1,650,000.00 for road and infrasturure work in the development of the Northgate Distirct seeks PDA approval to be the third government entity to be paid, when funds become available after Bannock County has been fully reimbursed.

IT was moved by **S. Turner** and seconded by **K. Lepchenske** to approve the Pocatello Development Authority reimbursement request no. 1 for \$1,650,000.00 for Northgate District, third in repayment order, as presented. Those in favor: J. Hough, K. Lepchenske, F. Parrish, S. Turner, D. Villarreal, and R. Walsh. 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.

Parrish noted that this Sunday at the ISU Ballroom is the Special Needs Christmas Dinner, put on by the Lions Club since 1962. All invited to help serve food, set begins at 10 a.m. and food service begins at 12 p.m.

Villarreal made time to thank Mayor Brian Blad and Linda Leeuwrik for their service and dedication to the City of Pocatello, the Community, and the PDA Board, as this is the last PDA meeting they will attend as board members.

7. ADJOURN MEETING AND MOVE INTO THE HOLIDAY LUNCH.

With no further business, **Villarreal** adjourned the meeting at 11:14 AM, And moved into the holiday luncheon.

8. ADJOURN HOLIDAY LUNCHEON.

The Board attended the holiday luncheon and did not discuss business. **Villarreal** closed the lunch at 12:55 PM.

Submitted by: 
Aceline McCulla, Secretary

Approved on: January 21, 2026