

# Table of Contents

Commissioners' Agenda ..... 2

South 5th Corridor URA Eligibility Study ..... 5

Emergency Services Agreement with Public Consulting Group ..... 61

Ambulance Standby Fee Waiver for the Marsh Valley Pioneer Days Rodeo ..... 76

Change Orders with Headwaters for the YDC/Event Center Building ..... 78

Manual check request ..... 88

Agreement regarding personnel matter ..... 89

Resolution No. 2025-42 Bannock County Burn Ban on Open Fires ..... 90

Resolution No. 2025-43 Authorization to Dispose Surplus Assets/Property ..... 91

Resolution No. 2024-44 Approving Tax Cancellation Requests ..... 92

BanCorp Open-end Lease ..... 93

Commissioner Proceedings – May 2025 ..... 95

Minutes: Approval of Meeting Minutes for May 29, June 10 and 12, 2025, and Certification of Said Minutes ..... 97

..... 97



## BANNOCK COUNTY COMMISSIONERS' – MEETING

### Commissioners' Agenda

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The Board of County Commissioners (BOCC) is comprised of the three elected County Commissioners: Ernie Moser (District 1), Jeff Hough (District 2, Chair), and Ken Bullock (District 3). The BOCC generally meets twice weekly: Tuesdays & Thursdays at 9:00 a.m. Unless otherwise noted, meetings are generally held in the Commissioner's Chambers at 624 E Center, Room 212, Pocatello, Idaho. During these public meetings, the BOCC may approve contracts, expend funds, hear testimony, make decisions on land use cases, and take care of other County matters.

Times are subject to change within 15 minutes of the stated time.

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### **TUESDAY, June 24, 2025**

**9:00 AM** Business Meeting (action items)

**Agenda:**

- Brent McLane, City of Pocatello, requesting to discuss and potentially approve South 5<sup>th</sup> Corridor URA Eligibility Study for approval by Resolution No. 2025-45 Adopting Findings and the Need for an Urban Renewal Project for the South 5<sup>th</sup> Corridor Area (requested 15 minutes) (action item)
- Indigent Business may require an Executive Session pursuant to Idaho Code §74-206(1)(d) to consider records exempt from public disclosure (action item)

### **BOARD OF AMBULANCE DISTRICT**

- Ryan O'Hearn, City of Pocatello Fire Chief, seeking approval of and signature on (1) Emergency Services Agreement with Public Consulting Group, and (2) Request for Ambulance Standby Fee Waiver for the Marsh Valley Pioneer Days Rodeo (requested 10 minutes) (action item)

**BOARD OF COUNTY COMMISSIONERS**

- Shanda Crystal, Procurement, seeking to discuss Change Orders with Headwaters for the YDC/Event Center Building (requested 5 minutes) (action item)
- Kristi Klauser, Auditing, requesting authorization to process manual checks while Commission is at the NACo 2025 Annual Conference in July (requested 5 minutes) (action item)
- Matthew K. Phillips, Human Resources and Risk Management, requesting review and approval of an agreement with possible Executive Session under Idaho Code §74-206(1)(a)&(b) regarding personnel with potential action following adjournment of Executive Session (requested 5 minutes) (action item)

**RESOLUTIONS AND ORDINANCES (action items):**

Resolution No. 2025-42 Bannock County Burn Ban on Open Fires

Resolution No. 2025-43 Authorization to Dispose Surplus Assets/Property

Resolution No. 2024-44 Approving Tax Cancellation Requests

**LETTERS AND NOTICES (action items):****SIGNATURE ONLY (action items):**

Open-end Lease Schedule with BanCorp

Commissioner Proceedings – May 2025

**CONSENT AGENDA (action items):**

- Manual Checks
- Alcohol Licenses and Catering Permits
- Certificate of Residency Approval
- Salary Rate Approval Forms/Notice of Separation with Potential Executive Session under Idaho Code §74-206(1)(a)&(b) regarding personnel with potential action following adjournment of Executive Session
- Independence Day Vendor Agreements
- Technology Forms
- Minutes: Approval of Meeting Minutes for May 29, June 10 and 12, 2025, and Certification of Said Minutes

**10:30 AM** Budget Meeting with possible Executive Session under Idaho Code §74-206(1)(a)&(b) with potential action following adjournment of Executive Session (action item)

**10:45 AM** Budget Recap with possible Executive Session under Idaho Code §74-206(1)(a)&(b) with potential action following adjournment of Executive Session (action item)



FOR COMMISSION OFFICE USE:	
DATE _____	TIME _____

## Agenda Request Form

The Board of Bannock County Commissioners business meetings are generally held on **Tuesday** in the Commissioners' Chambers in the Bannock County Courthouse, Room 212; 624 E Center Pocatello, Idaho or as noticed **48 hours** prior to the meeting at <https://bannockcounty.us/commissioners/>. The Commissioners also hold meetings throughout the week as coordinated with the Commissioners' staff. Agenda times are subject to change within **15 minutes** of scheduled time. Any person(s) needing special accommodations to participate in public meetings should contact the Commissioners' Office at 208-236-7210, three to five working days before the meeting.

**Email this completed form and any supporting documents to [agendarequest@bannockcounty.us](mailto:agendarequest@bannockcounty.us) by 5:00 PM the Wednesday prior to the scheduled meeting.**

Name/Department: Pocatello Development Authority Phone/Email: 208.234.6184 amcculla@pc

Item to be considered: South 5th Corridor URA Eligibility Study for approval by Resolution  
Informational background:

see attached supporting documents

1. What meeting are you requesting? 6/24/25
2. How much time will be needed for this agenda item? 20 minutes
3. Is Commission action requested (decision, approval, signature, or guidance)? Approval
4. Does this request involve a contract, agreement, external funding source, or award acceptance? NO
5. What is the potential financial impact of this request? 0.00
6. Have all supporting documents been included with this form? YES
7. Will you be using presentation software or have other presentation needs? (if YES, provide presentation with this form) NO
8. Name and contact information for others who should be invited to attend:

Brent McLane 208.234.6184, bmclane@pocatello.gov

**SOUTH 5<sup>TH</sup> CORRIDOR URBAN RENEWAL AREA ELIGIBILITY STUDY**  
**BANNOCK COUNTY BOARD OF COUNTY COMMISSIONERS APPROVAL BY RESOLUTION**  
**EXECUTIVE SUMMARY**  
**JUNE 24, 2025, BANNOCK COUNTY BOARD OF COUNTY COMMISSIONERS' MEETING**

The Urban Renewal Agency of the City of Pocatello, Idaho, also known as the Pocatello Development Authority (PDA) is requesting the Bannock County Board of Commissioners to consider a Resolution approving the South 5th Urban Renewal Area Eligibility Study, dated June 2025, and directing the PDA to proceed with the preparation of an urban renewal plan for the area.

In October 2023, the PDA authorized SB Friedman Development Advisors, LLC (SBF) to commence a preliminary eligibility study on several geographic areas within the City and extending to the City's area of City impact within unincorporated Bannock County. SBF presented its preliminary eligibility findings on each geographic area to the PDA Board of Commissioners (the "Board") on April 17, 2024. At its meeting on June 12, 2024, the Board directed SBF to proceed with study and planning efforts related to the South 5th Corridor and preparation of an eligibility report of an area approximately 2,292 acres in size (including public rights-of-way). The area is roughly bounded by the Union Pacific Railroad to the south and west, Barton Road to the north, and the foothills of the Pocatello Range of mountains to the east, and is commonly referred to as the South 5th Corridor Area (the "Study Area"). The Study area is bisected by both Interstate 15 and South 5th Avenue.

The completed Eligibility Report is attached to the BOCC Resolution and provides information supporting findings of deterioration meeting the requirements in Chapters 20 and 29, Title 50, Idaho Code to determine whether an area is eligible for creating an urban renewal project.

The Eligibility Report identifies that 4 of the 9 criteria outlined in the Idaho Code are met in the Study Area. Based upon SBF review of the data and the conditions that exist within the Study Area, the S. 5th Corridor Urban Renewal Area is eligible for the establishment of an urban renewal plan and revenue allocation area. The PDA Board will consider the Eligibility Report at its June 18, 2025, meeting. Should the Bannock County Board of County Commissioners also accept the findings in the Eligibility Report, the City Council will consider approval of the findings in the Eligibility Report and authorize the PDA to move forward with development of an Urban Renewal Plan for the South 5th Corridor.

Establishment of a new area follows specific steps in Idaho Code including drafting of the plan itself, receipt of agriculture consents from property owners within the proposed area whose properties are agricultural operations, review by the Planning and Zoning commission for concurrence with the comprehensive plan, an intergovernmental agreement with Bannock County Board of County Commissioners and the City Council, formal adoption of the plan by the PDA board, communication with overlapping taxing districts, and ultimately formal adoption of an ordinance by the City Council following a noticed public hearing.

There are costs associated with the establishment of a new plan and urban renewal/revenue allocation area, which will be paid by the PDA.



Source: Google

POCATELLO DEVELOPMENT AUTHORITY

# South 5<sup>th</sup> Urban Renewal Area Eligibility Report

DRAFT REPORT | JUNE 11, 2025



**POCATELLO DEVELOPMENT AUTHORITY**  
**SOUTH 5<sup>TH</sup> URBAN RENEWAL AREA**  
**ELIGIBILITY REPORT**

June 11, 2025

**SB FRIEDMAN DEVELOPMENT ADVISORS, LLC**  
70 West Madison Street, Suite 3700, Chicago, IL 60602  
T: 312.424.4250 F: 312.424.4262 E: info@sbfriedman.com

**Contact:** Geoffrey Dickinson  
T: 312.384.2404 E: gdickinson@sbfriedman.com

# POCATELLO DEVELOPMENT AUTHORITY South 5<sup>th</sup> Urban Renewal Area Eligibility Report

## TABLE OF CONTENTS

SECTION	PAGE
1. Executive Summary.....	3
2. Background.....	7
2. Statutory Requirements.....	10
4. Eligibility Findings.....	13
5. Other Required Tests and Findings.....	25
6. Conclusions.....	29
Appendix A: Limitations of Engagement.....	30
Appendix B: PIN List.....	31

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[www.sbfriedman.com](http://www.sbfriedman.com)

# 1. Executive Summary

SB Friedman Development Advisors, LLC ("SB Friedman") has prepared this Eligibility Report (the "Report") for the proposed South 5<sup>th</sup> Urban Renewal Area (the "Proposed URA") for the Pocatello Development Authority ("PDA") pursuant to the Idaho Urban Renewal Law of 1965, Title 50, Chapter 20, Idaho Code, and the Local Economic Development Act, Title 50, Chapter 29, Idaho Code, collectively the "Urban Renewal Law." A map of the Proposed URA in relation to the City of Pocatello (the "City") is outlined in **Figure 1**.

Urban Renewal Law provides for different eligibility factors and required findings and tests for Improved Land versus Open Land (defined below). It is our understanding that Open Land under the Urban Renewal Law means agricultural or forest lands and/or a predominately undeveloped, open area. In part due to the large number of undeveloped or partially developed areas within the Proposed URA, there are a handful of undeveloped parcels which could be construed as either Open Land or Improved Land. In order to definitively demonstrate the Proposed URA is eligible for designation as an urban renewal area, SB Friedman divided the parcels into the following three classifications:

- **Improved Parcels** | includes both:
  - Developed, Improved Parcels | Parcels which have existing structures such as buildings or paved parking areas; and
  - Undeveloped, Improved Parcels | Parcels which are associated with or accessory to an adjacent Improved parcel such as side yards, parking areas, garages and access drives and are smaller than one acre. Undeveloped, Improved Parcels lack structures, are less than one acre and have at least two of the following characteristics:
    - Adjoin right-of-way
    - Adjoin developed parcel
    - Adjoin a parcel of common ownership directly or across adjoining right-of-way
    - Similar parcel shape to neighboring parcels
    - Rectangular shaped with proportion less than 7:1
- **Open Land Parcels (OLPs)** | Larger (greater than one acre) undeveloped parcels or vacant parcels not directly adjoining right-of-way or not adjoining right-of-way through a common owner.
- **Potentially Open Land Parcels (POLPs)** | Undeveloped parcels smaller than one acre with lot characteristics comparable to those of an Undeveloped, Improved Parcel but which lack street access and meet less than two characteristics of Undeveloped, Improved Parcels. SB Friedman found four unique parcels (five parcel shapes since one parcel is discontinuous) that could be considered as POLPs, accounting for less than 1% of total land area.

For eligibility analysis purposes, POLPs have been included in both the Improved Parcels and OLP categories. Thus:

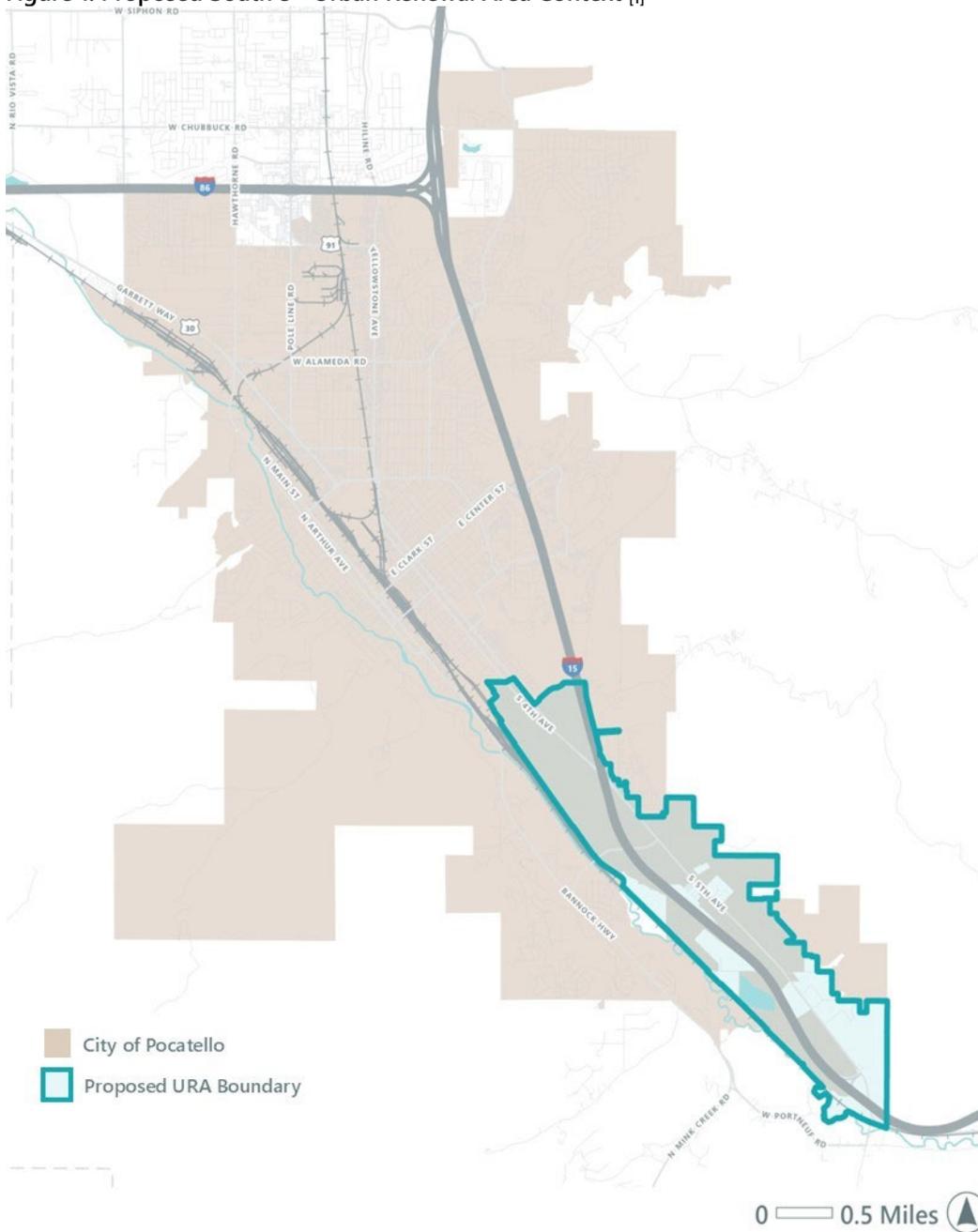
- 1) **Improved Land** includes all Improved Parcels and POLPs.
- 2) **Open Land** includes all OLPs and POLPs.

In addition to the parcels described above, there are parcels owned by public entities such as city, county, state and federal governments and their agencies or are privately owned rights-of-way, such as parcels owned by the Union Pacific Railroad. These parcels were included in the boundary of the Proposed URA, but are typically exempt or have de minimis taxable valuation and are likely to be owned by these entities in perpetuity as parks, preserves, rights-of-way and public offices. These parcels were included in the Proposed URA to allow for

infrastructure investments or public improvements on/through these parcels that could benefit other areas. Because they effectively behave like public right of way and based on fieldwork and site analysis, we found that parcel-based eligibility factors would not be applicable to this portion of the Proposed URA.

Per Urban Renewal Law, SB Friedman also reviewed the 2023 estimated base taxable value of the Proposed URA in comparison to the total taxable value of the City and other URAs as of 2023. SB Friedman confirmed the establishment of the Proposed URA would not result in the taxable values of all URAs in the City exceeding 10% of the City's total taxable value.

Figure 1: Proposed South 5<sup>th</sup> Urban Renewal Area Context [1]



<sup>1</sup> Since SB Friedman’s eligibility analyses were completed, 2024 taxable values and parcel shapes have been released by Bannock County. Eligibility analyses in the Report reflect the 2023 parcel shapes and values, which were the most recent available at the time that these analyses and fieldwork were completed. Two minor changes resulted from the updated 2024 shapes: a change in the total number of parcels in the Proposed URA from 594 to 599 due to parcel combinations and subdivisions, as well as a minor modification to the Proposed URA boundary. Parcel number RPR4013010300, created from portions of existing public right-of-way of Katsilometes Road and privately-owned land along the eastern edge of the Proposed URA resulted in the necessary modification of the Proposed URA boundary to include the full extent of this parcel. This change results in the addition of approximately 0.45 acres to the Proposed URA boundary. The newly created parcel, which encompasses privately owned right-of-way, has no taxable value and is not included in parcel-based eligibility factor analyses. Maps throughout this report reflect 2023 parcels with the amended boundary.

Source: Bannock County, City of Pocatello, Esri, SB Friedman

## Summary Conclusion

This Report documents the conditions in the Proposed URA which support the finding that the Proposed URA is "deteriorating."

**IMPROVED LAND** - SB Friedman found the following two criteria for a deteriorating area to be meaningfully present and reasonably distributed throughout Improved Parcels and POLPs within the Proposed URA:

1. Predominance of defective or inadequate street layout
2. Diversity of ownership

**OPEN LAND** - SB Friedman found the following two criteria for a deteriorating area to be meaningfully present and reasonably distributed throughout OLPs and POLPs within the Proposed URA:

1. Obsolete platting
2. Diversity of ownership

Additionally, SB Friedman determined the OLPs and POLPs are eligible for acquisition by an urban renewal agency based on the following factors:

1. Unsuitable topography or faulty lot layout
2. Diversity of ownership

As part of the approval process for an urban renewal area and because the Proposed URA boundary includes parcels outside the City limits and within unincorporated Bannock County, the Bannock County Board of County Commissioners (the "BOCC") must make a finding that the Proposed URA is eligible for designation as an urban renewal area. Following BOCC consideration, the finding that the Proposed URA is eligible for designation as an urban renewal area must be made by the City Council of the City of Pocatello (the "City Council").

Upon adoption of a City Council resolution finding that the Proposed URA is a deteriorating area, the PDA will create an Urban Renewal Plan (the "Plan") for the Proposed URA. Following plan approval by the PDA, the Pocatello Planning and Zoning Commission (the "Commission") would review the Plan and decide on its conformance with the City's Comprehensive Plan. The BOCC would review the Plan and consider a transfer of powers ordinance and an intergovernmental agreement with the City Council concerning the administration of the unincorporated parcels within the Revenue Allocation Area by the PDA. Following adoption of the BOCC ordinance and finding by the Commission, the City Council would then hold a public hearing prior to which all the affected taxing entities can provide comment on the proposed Plan. City Council then must elect to either approve the Plan and create a corresponding Revenue Allocation Area, by ordinance, or elect not to approve the proposed South 5<sup>th</sup> URA.

## 2. Background

### Introduction

The Proposed URA encompasses approximately 2,292 acres bounded roughly by the Union Pacific Railroad tracks to the south and west, Barton Road to the north, and foothills of the Pocatello Range of mountains to the east. The Proposed URA is bisected by both Interstate 15 ("I-15") and South 5<sup>th</sup> Avenue and contains both Improved Parcels (685 acres), OLPs (613 acres) and POLPs (3 acres). Additionally, a significant portion of land, approximately 991 acres, in the Proposed URA is publicly owned by the city, county, state or federal government and their agencies or by private ownership as right-of-way, such as by the Union Pacific Railroad. **Figure 2** illustrates the distribution of the Proposed URA's Improved Parcels, OLPs, POLPs, and other land to which the parcel-based eligibility factor analyses are not applicable. As of 2023 when initial eligibility analyses were conducted, the Proposed URA encompassed 594 parcels. As of June 2025, parcel combinations and subdivisions within the Proposed URA made the total parcel count 599. The Proposed URA is comprised of land within the City of Pocatello as well as land in unincorporated Bannock County within the Pocatello Area of City Impact (PACI).

In 2023, the City adopted the Pocatello Comprehensive Plan 2040 (the "2040 Comp Plan") – a comprehensive plan to guide future development in the City. The 2040 Comp Plan identified the following goals, which would be supported by the establishment of the Proposed URA as an urban renewal area:

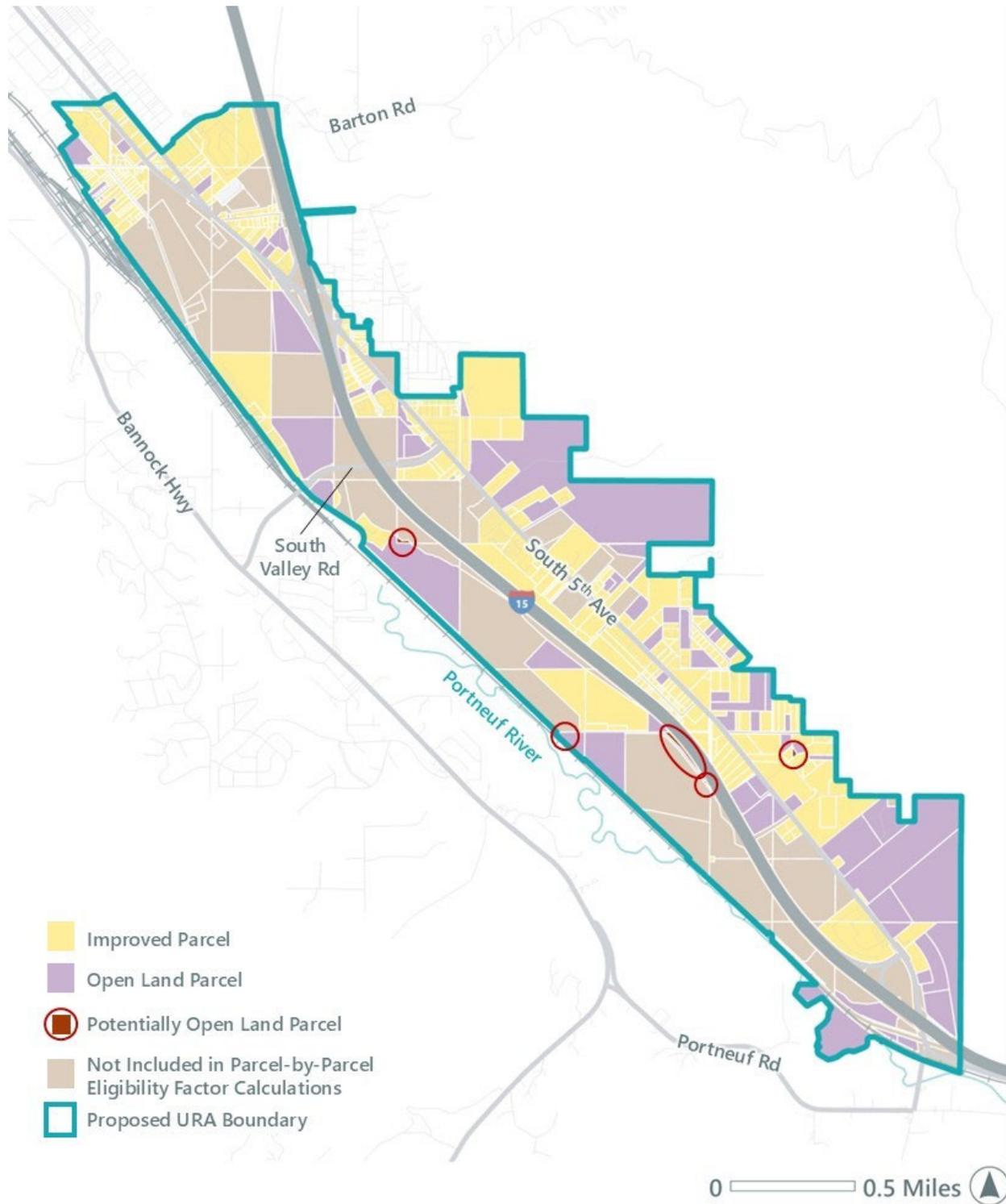
- Create a business environment with a diverse economic base;
- Guide and plan for the protection, development, and acquisition of public access to the natural resource amenities within and surrounding the Portneuf River Valley;
- Develop a transportation system that accommodates multi-modal choices to reduce dependence on fossil fuels;
- Cultivate compact development patterns and enhanced aesthetics that promote walkability, community health, reduced infrastructure, and energy costs;
- Maintain and update existing infrastructure such as roads, sewer, water, and high-speed internet; and
- Develop a mobility network that interconnects and distributes pedestrian, bicycle, and vehicle traffic to multiple streets and nodes of activity.

### Reasons for Selection of the Proposed URA

The Proposed URA is of interest for establishment as an urban renewal area because of its position as the gateway to Pocatello from the south. The City has expressed an interest in creating a more attractive gateway. City gateways should provide visual cues that convey to passengers an entrance or departure from a municipality. Gateways have the added benefit of increasing city identity which can build awareness of development opportunities through the city periphery.

Additionally, an urban renewal area could provide the funding required to initiate key capital improvements such as extending infrastructure, adding trails, adding/repairing bike lanes and completing the sidewalk network which could help attract development on sites within the Proposed URA.

Figure 2: Proposed South 5<sup>th</sup> Urban Renewal Area



Source: Bannock County, City of Pocatello, Esri, SB Friedman

## Current Land Use

The Proposed URA currently includes the following land uses:

- Residential
- Retail
- Office
- Industrial
- Right-of-way
- Park/recreational
- Open land

## 10% Test

Per Urban Renewal Law, SB Friedman also reviewed the 2023 taxable value of the Proposed URA in comparison to the 2023 total taxable value of the City and other URAs base values. Taxable value information was provided by the Power County and Bannock County Assessor's Offices for each county's share of the City of Pocatello and base taxable values of all existing URAs located within the City of Pocatello and the PACI. To be conservative, SB Friedman calculated the 10% test as if the non-City parcels were not annexed. Should these parcels be annexed, the increased value in the City as a whole would result in the Proposed URA capturing a slightly lower percentage of total City taxable value. As of 2023, the combination of base taxable values for all existing URAs plus the taxable value of the Proposed URA parcels would total approximately 2.5% of the City's 2023 total taxable value.

SB Friedman confirmed the establishment of the Proposed URA as an urban renewal area would not result in the base values of all urban renewal areas in the City exceeding 10% of the City's total taxable value.

## 3. Statutory Requirements

### Improved Land: Required Findings and Definition of Deteriorated / Deteriorating

Idaho Code Section 50-2008(a) states that “[an] urban renewal project for an urban renewal area shall not be planned or initiated unless the local governing body has, by resolution, determined such area to be a deteriorated area or deteriorating area or a combination thereof and designated such area as appropriate for an urban renewal project.”

The Urban Renewal Law includes definitions for a deteriorated area or a deteriorating area. These definitions include lists of criteria, one or more of which must be met in an area for it to qualify for an urban renewal project. These criteria are in Idaho Code Sections 50-2018(8) and (9) and Section 50-2903(8) and are listed below.

#### 1. Deteriorated Area

Idaho Code Section 50-2018(8) and Idaho Code Section 50-2903(8)(a) define a deteriorated area as an area in which there is a predominance of buildings or improvements, whether residential or non-residential, which by reasons of:

- a) Dilapidation;
- b) Deterioration;
- c) Age or obsolescence;
- d) Inadequate provision for ventilation, light, air, sanitation or open spaces;
- e) High density of population and overcrowding;
- f) Existence of conditions which endanger life or property by fire and other causes; or
- g) Any combination of such factors;

is conducive to ill health, transmission of disease, infant mortality, juvenile delinquency, or crime and is detrimental to the public health, safety, morals or welfare.

#### 2. Deteriorating Area

Idaho Code Section 50-2018(9) and Idaho Code Section 50-2903(8)(b) define a deteriorating area as one, which by reason of:

- a) The presence of a substantial number of deteriorated or deteriorating structures;
- b) Predominance of defective or inadequate street layout;
- c) Faulty lot layout in relation to size, adequacy, accessibility or usefulness;
- d) Insanitary or unsafe conditions;
- e) Deterioration of site or other improvements;
- f) Diversity of ownership;
- g) Tax or special assessment delinquency exceeding the fair value of the land;
- h) Defective or unusual conditions of title;
- i) Existence of conditions which endanger life or property by fire and other causes; or

j) Any combination of such factors;

results in economic underdevelopment of the area, substantially impairs or arrests the sound growth of a municipality, retards the provision of housing accommodations or constitutes an economic or social liability, and is a menace to the public health, safety, morals or welfare in its present condition and use.

## Open Land: Required Findings and Definition of Deteriorating

There are three sections within the Idaho Code that address Open Land:

1. Idaho Code Section 50-2903(8)(c) identifies eligibility criteria for Open Land and states any area which is predominately open and which because of:

1. Obsolete platting;
2. Diversity of ownership; or
3. Deterioration of structures or improvements; or

otherwise results in economic underdevelopment of the area or substantially impairs or arrests the sound growth of a municipality, is considered a "deteriorating area" and eligible for urban renewal projects.

2. Idaho Code Section 50-2018(9) states if a "deteriorating area consists of open land the conditions contained in the provision in section 50-2008(d), Idaho Code, shall apply." See also, Idaho Code Section 50-2903(8)(c).

3. Idaho Code Section 50-2008(d) states if an urban renewal area consists of Open Land to be acquired by the urban renewal agency, such area shall not be so acquired unless:

1. If it is to be developed for residential uses, the local governing body shall determine:
  - a. A shortage of housing of sound standards and design which is decent, safe and sanitary exists in the municipality;
  - b. The need for housing accommodations has been or will be increased as a result of the clearance of slums in other areas;
  - c. The conditions of blight in the area and shortage of decent, safe and sanitary housing cause or contribute to an increase in and spread of disease and crime constitute a menace to the public health, safety, morals or welfare; and
  - d. The acquisition of the area for residential uses is an integral part of and essential to the program of the municipality.
2. If it is to be developed for nonresidential uses, the local governing body shall determine:
  - a. Such non-residential uses are necessary and appropriate to facilitate the proper growth and development of the community in accordance with sound planning standards and local community objectives.

For both residential and nonresidential land uses acquisition by the urban renewal agency may be allowed if the area exhibits one or more of the following:

1. Defective of unusual conditions of title;
2. Diversity of ownership;
3. Tax delinquency;
4. Improper subdivision;
5. Outmoded street patterns;
6. Deterioration of site;
7. Economic disuse;
8. Unsuitable topography or faulty lot layout;
9. The need for correlation of the area with other areas of a municipality by streets and modern traffic requirements; or

Other conditions that retard the development of the area.

## 4. Eligibility Findings

### Parcel Classification within the Proposed URA

Urban Renewal Law provides for different eligibility factors and required findings and tests for Improved Land versus Open Land (defined below). It is our understanding that Open Land under the Urban Renewal Law means agricultural or forest lands and/or a predominately undeveloped, open area. In part due to the large number of undeveloped or partially developed areas within the Proposed URA, there are a handful of undeveloped parcels which could be construed as either Open Land or Improved Land. In order to definitively demonstrate the Proposed URA is eligible for designation as an urban renewal area, SB Friedman divided the parcels into the following three classifications:

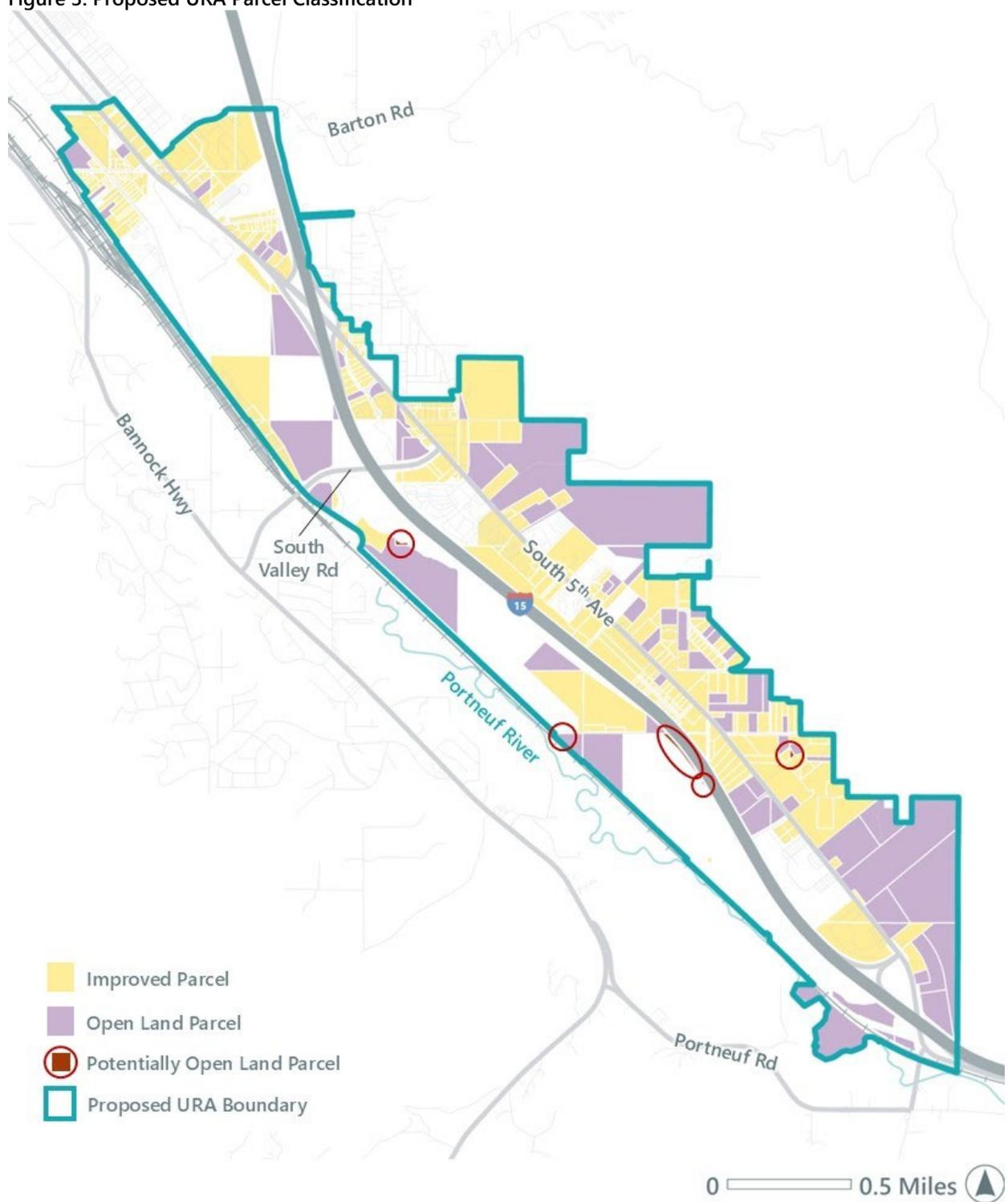
- **Improved Parcels** | includes both:
  - Developed, Improved Parcels | Parcels which have existing structures such as buildings or paved parking areas; and
  - Undeveloped, Improved Parcels | Parcels which are associated with or accessory to an adjacent Improved parcel such as side yards, parking areas, garages and access drives and are smaller than one acre. Undeveloped, Improved parcels lack structures, are less than one acre and have at least two of the following characteristics:
    - Adjoin right-of-way
    - Adjoin developed parcel
    - Adjoin a parcel of common ownership directly or across adjoining right-of-way
    - Similar parcel shape to neighboring parcels
    - Rectangular shaped with proportion less than 7:1
- **Open Land Parcels (OLPs)** | Larger (greater than one acre) undeveloped parcels or vacant parcels not directly adjoining right-of-way or not adjoining right-of-way through a common owner.
- **Potentially Open Land Parcels (POLPs)** | Undeveloped parcels smaller than one acre with lot characteristics comparable to those of an Undeveloped, Improved Parcel but which lack street access and meet less than two characteristics of Undeveloped, Improved Parcels. SB Friedman found four unique parcels (five parcel shapes since one parcel is discontinuous) that could be considered as POLPs, accounting for less than 1% of total land area.

For eligibility analysis purposes, POLPs have been included in both the Improved Parcels and OLP categories. Thus:

- 3) **Improved Land** includes all Improved Parcels and POLPs.
- 4) **Open Land** includes all OLPs and POLPs.

In addition to the parcels described above, there are parcels owned by public entities such as city, county, state and federal governments and their agencies or are privately owned rights-of-way, such as parcels owned by the Union Pacific Railroad. These parcels were included in the boundary of the Proposed URA, but are typically exempt or have de minimis taxable valuation and are likely to be owned by these entities in perpetuity as parks, preserves, rights-of-way and public offices. These parcels were included in the Proposed URA to allow for infrastructure investments or public improvements on/through these parcels that could benefit other areas. Because they effectively behave like public right of way and based on fieldwork and site analysis, we found that parcel-based eligibility factors would not be applicable to this portion of the Proposed URA. **Figure 3** exhibits parcels by classification as Improved, OLPs or POLPs.

Figure 3: Proposed URA Parcel Classification



Source: Bannock County, City of Pocatello, Esri, SB Friedman

## EXCLUDED AGRICULTURAL USES

Idaho Code Sections 50-2018(8) and 50-2903(8)(f) state that, to be included within an urban renewal area, parcels involving “agricultural operations” as defined in Idaho Code Section 22-4502(2) or “forest lands” as defined in Idaho Code Section 63-1701(4) require the consent of the property owner. Parcels within the Open Land classification do not appear to be actively used as an agricultural operation. However, SB Friedman assumes the PDA will either [1] ensure the absence of an agricultural operation or [2] acquire the necessary landowner consent for any land classified as an agricultural operation.

## Improved Land Eligibility Findings

The following is analysis of the 391 parcels in the Proposed URA considered to be Improved Parcels or POLPs.

### EVIDENCE OF A DETERIORATING AREA

The condition of Improved Parcels and POLPs in the Proposed URA indicate a Deteriorating Area eligibility finding. Of the nine eligibility factors for a Deteriorating Area, we have identified two factors to be meaningfully present and reasonably distributed within the Proposed URA, outlined below.

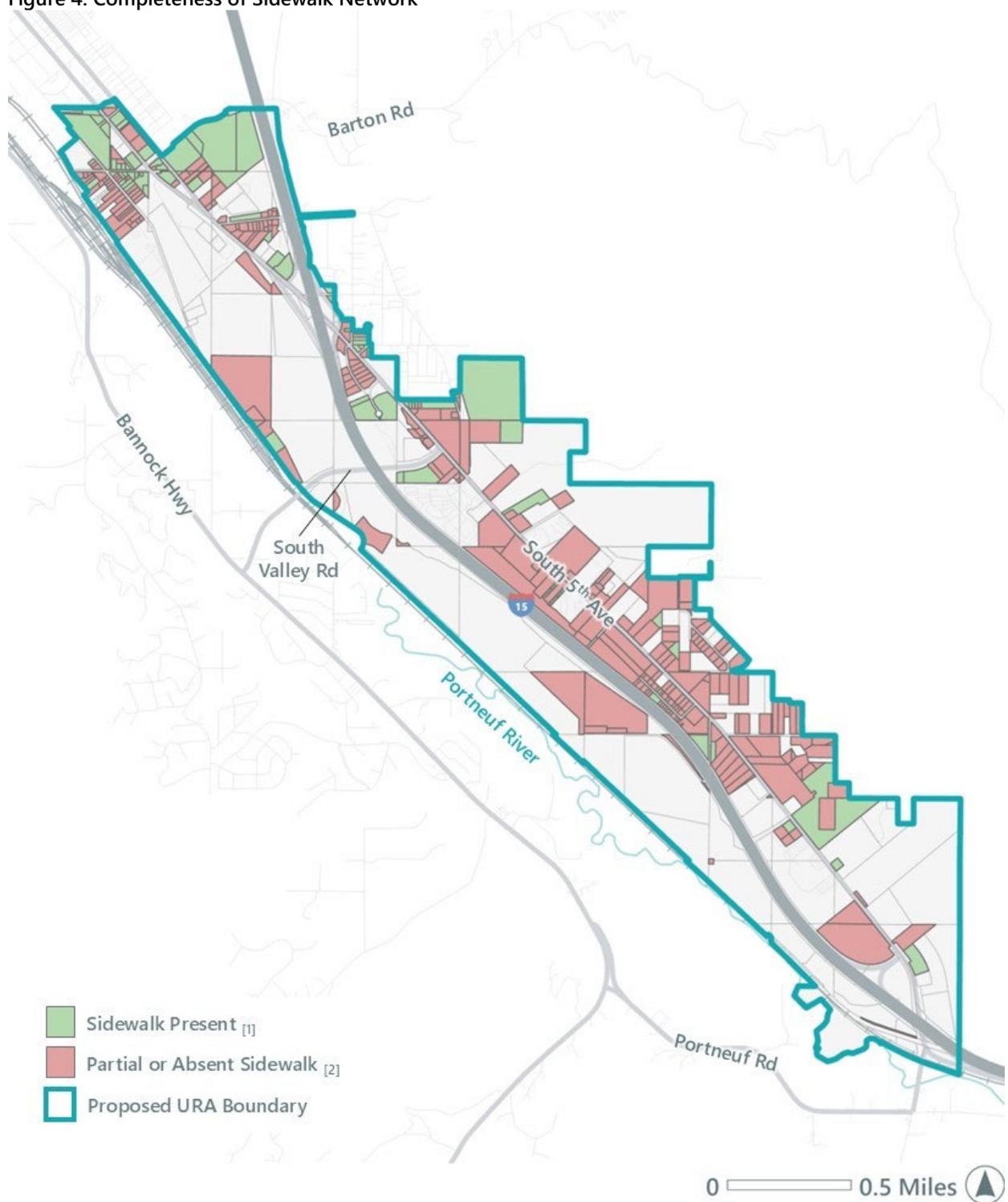
#### 1. PREDOMINANCE OF DEFECTIVE OR INADEQUATE STREET LAYOUT

Idaho Code Section 50-2903(8)(b) identifies the predominance of defective or inadequate street layout as a factor indicating a Deteriorating Area for Improved Land. SB Friedman interpreted “street layout” to encompass the entire dedicated right-of-way, including the presence or lack of infrastructure for pedestrian, automobile and other vehicular traffic connectivity and safety.

SB Friedman conducted fieldwork in December 2023 to assess the presence of a sidewalk network in the Proposed URA on a parcel shape basis. SB Friedman differentiated parcels (identified by a PIN) with parcel shapes, since some PINs refer to discontinuous shapes. This analysis was based on 2023 parcel shapes, the most recent available at the time. Parcel shapes with incomplete sidewalk infrastructure, sidewalks deteriorated beyond the point of usability, or parcel shapes that were inaccessible from public right-of-way were determined to exhibit this factor.

SB Friedman found more than 73% of Improved Parcel shapes and POLPs to have an inadequate sidewalk network, thereby exhibiting a predominance of defective or inadequate street layout. **Figure 4** exhibits the geographic distribution of these parcel shapes. This factor was found to be both reasonably present and meaningfully distributed throughout the Proposed URA.

Figure 4: Completeness of Sidewalk Network



[1] Includes parcel shapes where sidewalks were observed during fieldwork or no data collected

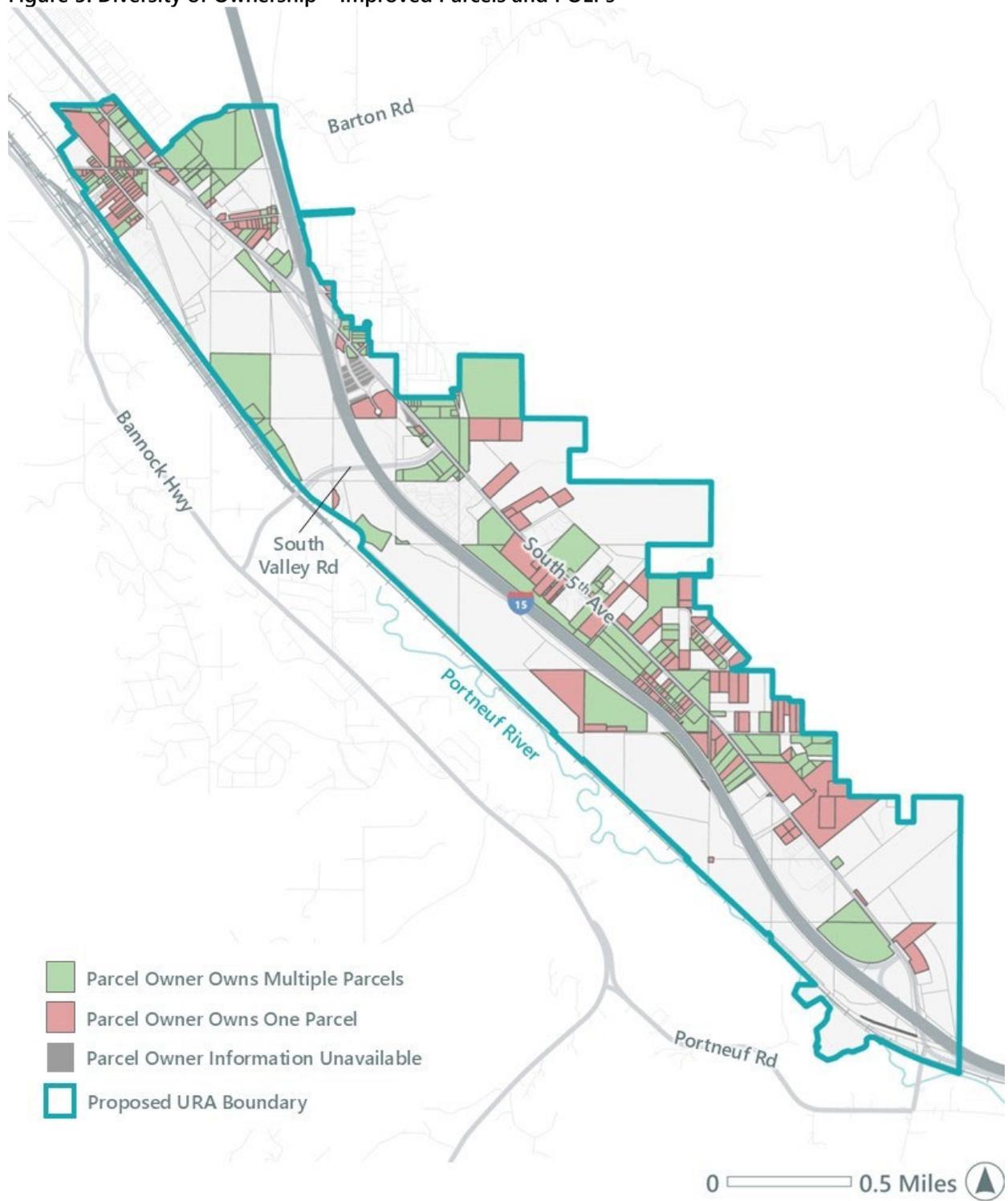
[2] Includes parcel shapes where no sidewalks were observed or were inaccessible from public right-of-way

Source: Bannock County, Esri, SB Friedman

## 2. DIVERSITY OF OWNERSHIP

Idaho Code Section 50-2903(8)(b) identifies diversity of ownership as a factor indicating a Deteriorating Area for Improved Land. SB Friedman reviewed the ownership of Improved Parcels and POLPs, as recorded in the Bannock County's Assessor's Office. SB Friedman found 244 unique owners of the 391 total Improved Parcels and POLPs. This represents 62% of parcels having unique ownership. Of the unique parcel owners, 79% own only one parcel. Therefore, there are 174 Improved Land parcels in the Proposed URA owned by owners who only own one parcel. **Figure 5** illustrates the geographic disbursement of parcels owned by an entity that only owns one Improved Parcel or POLP within the Proposed URA. Based on this analysis, SB Friedman found the diversity of ownership eligibility factor to be meaningfully present and reasonably distributed throughout the Proposed URA.

Figure 5. Diversity of Ownership – Improved Parcels and POLPs



Source: Bannock County, Esri, SB Friedman

## Open Land

As previously mentioned, parcels considered Open Land have different eligibility criteria. The following is analysis of the 75 parcels in the Proposed URA considered to be OLPs or POLPs.

### EVIDENCE OF A DETERIORATING AREA

Idaho Code Section 50-2903(8)(c) is the only section which explicitly addresses eligibility criteria for Open Land during the eligibility process, though there are references to Open Land in Idaho Code Section 50-2018(9) and Section 50-2008(d). Of the three eligibility factors for Open Land cited in Idaho Code Section 50-2903(8)(c), SB Friedman has identified two to be meaningfully present and reasonably distributed within the 75 Proposed URA OLPs and POLPs.

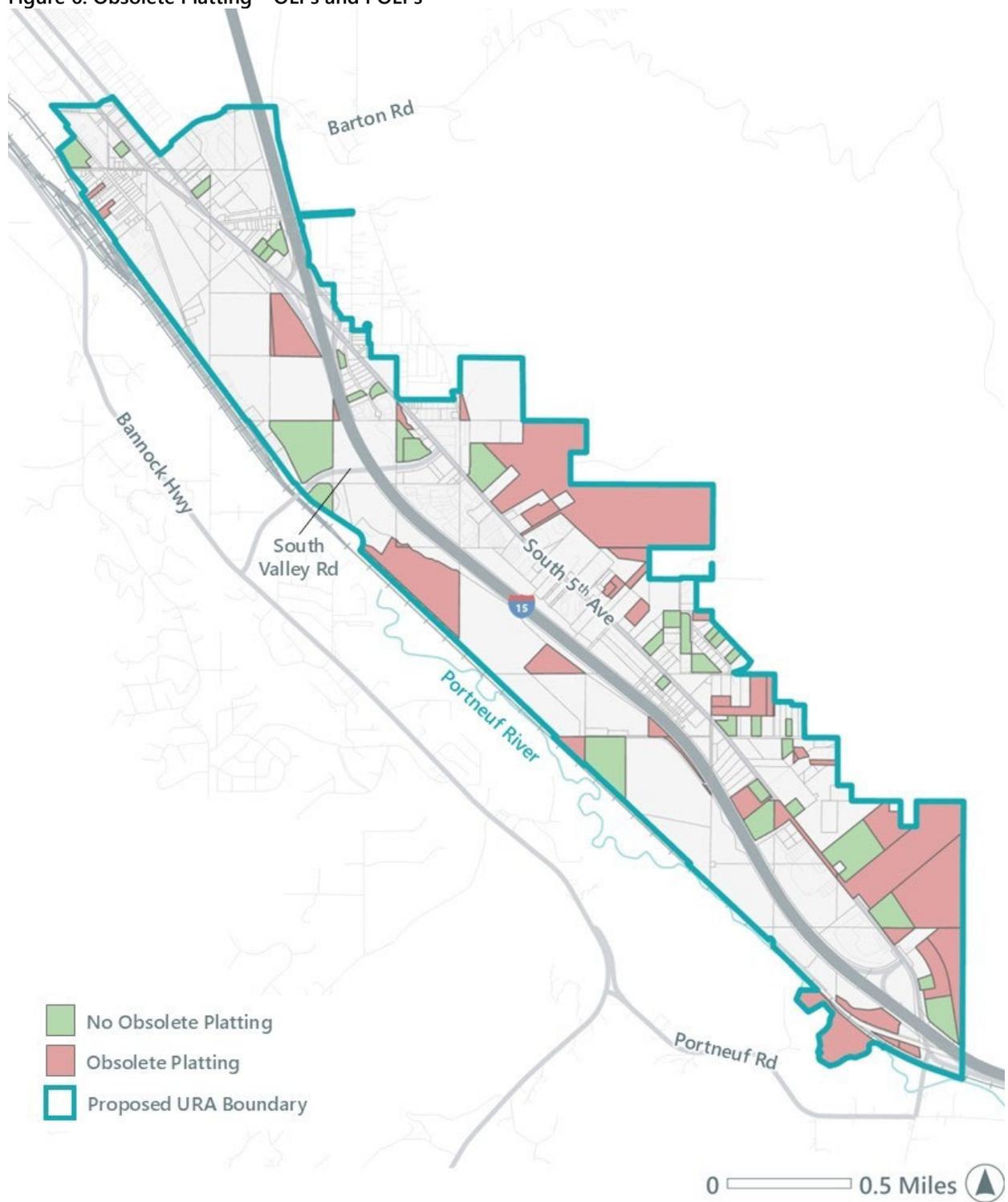
#### 1. OBSOLETE PLATTING

In order to evaluate the platting of OLPs and POLPs, SB Friedman assessed parcel size, shape and accessibility. To be identified as having "obsolete platting," a parcel shape needed to have one or more of the following characteristics:

- Lack of direct access to right-of-way
- Irregular parcel shape
- Parcel sizes which are too large or too small to be reasonably developed without subdivision or acquisition of additional land

Of the 616 acres of OLPs and POLPs, 448 acres (73%) exhibited obsolete platting. **Figure 6** shows the distribution of parcel shapes identified as exhibiting obsolete platting. Based on this analysis, SB Friedman found the obsolete platting eligibility factor to be meaningfully present and reasonably distributed throughout the Proposed URA.

Figure 6: Obsolete Platting – OLPs and POLPs

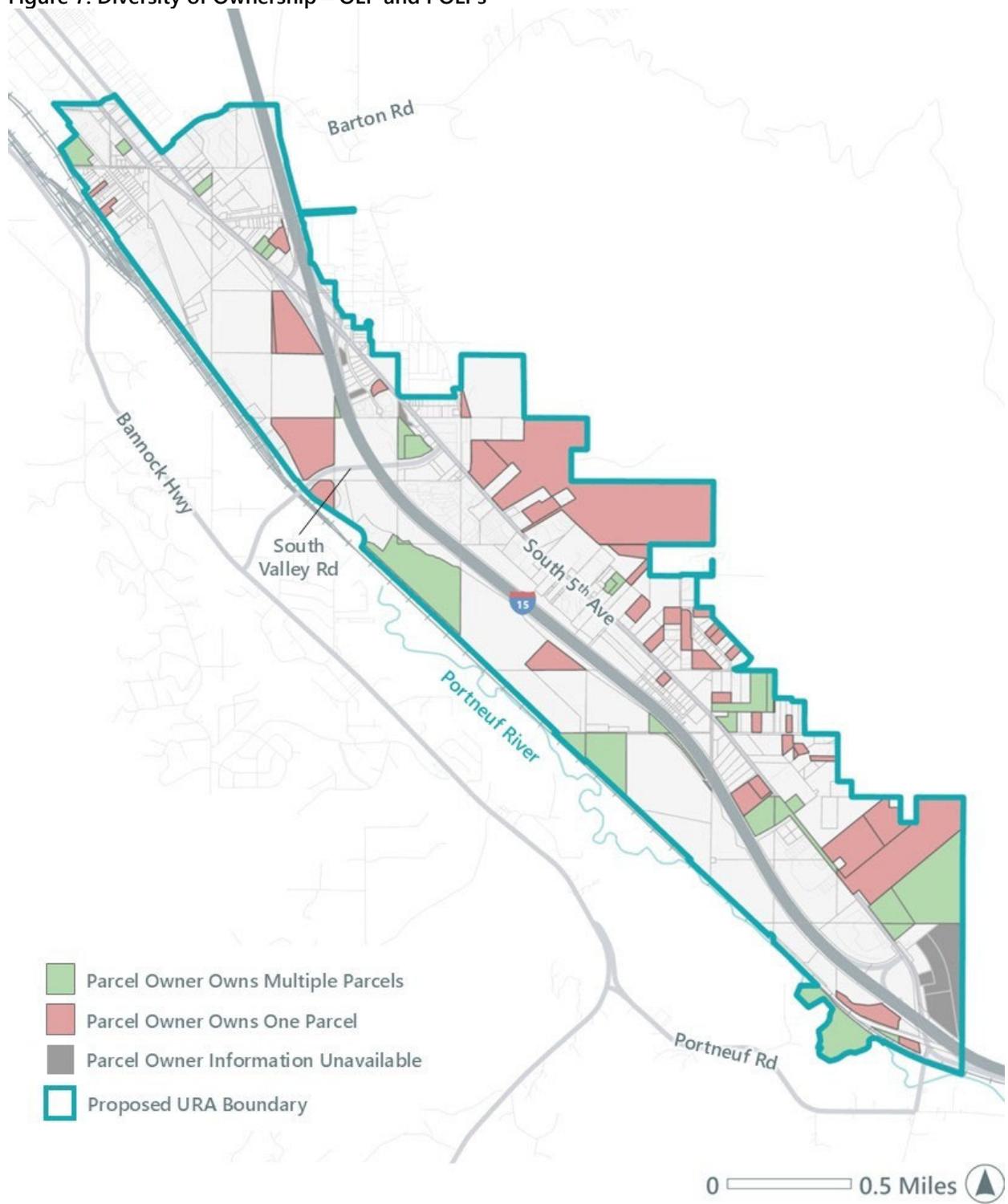


Source: Bannock County, Esri, SB Friedman

## 2. DIVERSITY OF OWNERSHIP

Idaho Code Section 50-2903(8)(c) identifies diversity of ownership as a factor indicating a Deteriorating Area for Open Land. SB Friedman reviewed the ownership of OLPs and POLPs, as recorded in the Bannock County's Assessor's Office. SB Friedman found 52 unique owners of the 75 total OLPs or POLPs. This represents 69% of parcels having unique ownership. Of the unique parcel owners, 79% own only one parcel. Therefore, there are 41 Open Land parcels in the Proposed URA owned by owners who only own one parcel. **Figure 7** illustrates the geographic disbursement of parcels owned by an entity that only owns one OLP or POLP throughout the URA. Based on this analysis, SB Friedman found the diversity of ownership eligibility factor to be meaningfully present and reasonably distributed throughout the Proposed URA.

Figure 7. Diversity of Ownership – OLP and POLPs



Source: Bannock County, Esri, SB Friedman

## URBAN RENEWAL AREA OPEN LAND ACQUISITION ELIGIBILITY

Idaho Code Section 50-2008(d) addresses acquisition eligibility criteria for open land. The eligibility criteria set forth in Idaho Code Section 50-2903(8)(c) for predominantly open land areas mirror or are the same as those criteria set forth in Idaho Code Sections 50-2018(9) and 50-2903(8)(b). "Diversity of ownership" is the same, while "obsolete platting" appears to be equivalent to "faulty lot layout in relation to size, adequacy, accessibility, or usefulness." Therefore, of the nine eligibility criteria, we found two to be meaningfully present and reasonably distributed across the OLPs and POLPs, as explained previously:

1. Unsuitable topography or faulty lot layout
2. Diversity of ownership

### 1. UNSUITABLE TOPOGRAPHY OR FAULTY LOT LAYOUT

Similar to the eligibility criteria for 'Obsolete Platting,' 'Faulty Lot Layout' is evidenced by parcels which have one or more of the following characteristics:

- Lack of direct access to right-of-way
- Irregular parcel shape
- Parcel sizes which are too large or too small to be reasonably developed without subdivision or acquisition of additional land

Of the 616 acres of Open Land, 448 acres (73%) exhibited faulty lot layout. Those parcels are synonymous with those that exhibit obsolete platting and identified in **Figure 6**. Faulty Lot Layout is found to be meaningfully present and reasonably distributed amongst OLPs and POLPs in the Proposed URA.

### 2. DIVERSITY OF OWNERSHIP

As noted in the Open Land eligibility, OLPs and POLPs exhibit diversity of ownership with the 75 total OLPs or POLPs having 52 unique owners. This represents 69% of parcels having unique ownership. Of the unique parcel owners, 79% own only one parcel. Therefore, there are 41 Open Land parcels in the Proposed URA owned by owners who only own one parcel. **Figure 7** illustrates the geographic disbursement of parcels owned by an entity that only owns one OLP or POLP throughout the URA. Based on this analysis, SB Friedman found the diversity of ownership eligibility factor to be meaningfully present and reasonably distributed throughout the Proposed URA.

Idaho Code Section 50-2008 primarily addresses the urban renewal plan approval process and Idaho Code Section 50-2008(d)(4) sets forth certain conditions and findings for agency acquisition of open land. In sum, there is one set of findings if the area of open land is to be acquired and developed for residential uses and a separate set of findings if the land is to be acquired and developed for nonresidential uses.

Basically, open land areas may be acquired by an urban renewal agency and developed for nonresidential uses if such acquisition is necessary to solve various problems, associated with the land or the infrastructure, that have delayed the area's development. These problems include defective or usual conditions of title, diversity of ownership, tax delinquency, improper subdivisions, outmoded street patterns, deterioration of site, and faulty lot layout. All the stated conditions are included in one form or another in the definition of a deteriorated area and/or a deteriorating area set forth in Idaho Code Sections 50-2903(8)(b) and 50-2018(9). The conditions listed only in Section 50-2008(d)(4)(2) (the open land section) include economic disuse, unsuitable topography,

and “the need for the correlation of the area with other areas of a municipality by streets and modern traffic requirements, or any combination of such factors or other conditions which retard development of the area.”

In conclusion, the area qualifies for agency acquisition if any of the eligibility conditions set forth in Idaho Code Sections 50-2018(9) and 50-2903(8)(b) apply. Alternatively, the area under consideration qualifies if any of the conditions listed only in Idaho Code Section 50-2008(d)(4)(2) apply.

## Conclusions of Eligibility Findings

For Improved Land, two of the nine potential criteria for finding a ‘deteriorating area’ were found to be reasonably present and meaningfully distributed within the Proposed URA:

1. Predominance of defective or inadequate street layout
2. Diversity of ownership

Among Open Land, two of the three potential criteria for finding a ‘deteriorating area’ were found to be reasonably present and meaningfully distributed within the Proposed URA:

1. Obsolete platting
2. Diversity of ownership

Additionally, two of the nine potential criteria for urban renewal acquisition eligibility were found to be present among OLPs and POLPs:

1. Unsuitable topography or faulty lot layout
2. Diversity of ownership

Based on the findings of one or more eligibility factors for both Improved Land and Open Land, the Proposed URA is eligible to become an urban renewal district. However, in addition to the findings of one or more eligibility factor, Idaho Code Section 50-2903(8)(c) requires that the finding of deterioration results in adverse consequences for the Proposed URA. The finding of adverse consequences will be addressed in the following section.

## 5. Other Required Findings and Tests

### Improved Land

#### ECONOMIC UNDERUTILIZATION: OTHER EVIDENCE OF A DETERIORATING AREA

Urban Renewal Law requires that a two-part test be passed to establish eligibility. The first part requires the finding of at least one eligibility factor – of the nine possible – be present within the Proposed URA. As noted above, SB Friedman requires for a factor to be found present, it must be meaningfully present and reasonably distributed throughout the Proposed URA. The second requirement for determining eligibility is demonstrating the finding of deterioration also “results in economic underdevelopment of the area, substantially impairs or arrests the sound growth of a municipality, retards the provision of housing accommodations or constitutes an economic or social liability and is a menace to the public.”

SB Friedman evaluated the economic and social liability impacts of the Proposed URA by analyzing change in taxable value within the Proposed URA and evaluating conformance of the Proposed URA with the 2040 Comp Plan’s goals.

#### ECONOMIC LIABILITY

In order to assess whether the Proposed URA represents an economic liability, SB Friedman analyzed growth in taxable value over the last four year-to-year periods. Taxable value growth was evaluated within the Proposed URA and compared against growth in the balance of the City over the same period.

**Table 1** outlines the change in taxable value of the Proposed URA parcels and City between 2019 and 2023. The Proposed URA has grown more slowly than the balance of the City in three of the past four year-to-year periods.

**Table 1: Year-to-Year Growth in Taxable Value (TV) of Improved Parcels/POLPs and City from 2019 to 2023**

	2019	2020	2021	2022	2023
City TV Less South 5 <sup>th</sup> URA Improved Parcels and POLPs	\$4.0 B	\$4.3 B	\$4.9 B	\$6.3 B	\$6.6 B
Change in City TV Less South 5 <sup>th</sup> URA Improved Parcels and POLPs	---	5.6%	15.2%	29.5%	3.6%
South 5 <sup>th</sup> URA Improved Parcels and POLPs TV	\$92.6 M	\$90.9 M	\$100.8 M	\$126.1 M	\$141.5 M
Change in South 5 <sup>th</sup> URA Improved Parcels and POLPs TV	---	-1.8%	10.9%	25.1%	12.2%
South 5th URA Improved Parcels and POLPs – Growth Less than City	---	YES	YES	YES	NO

Sources: Bannock County, Power County, SB Friedman

Based on the lagging growth of the Proposed URA compared to the balance of the City overall in three of the past four year-to-year periods, SB Friedman concludes that the Proposed URA constitutes an economic liability.

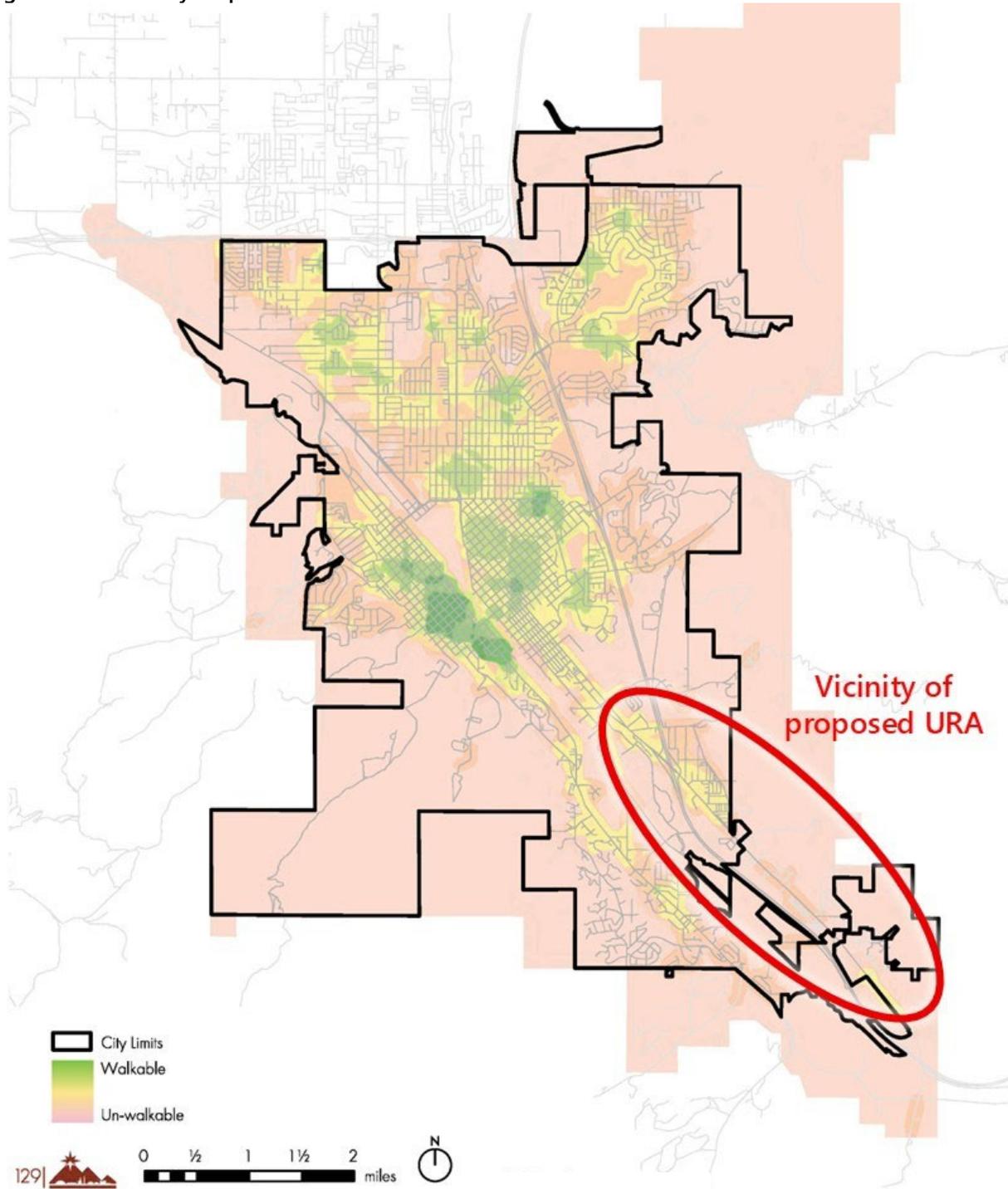
## SOCIAL LIABILITY

A key goal of the 2040 Comp Plan was to make the City more “connected, safe and accessible.” Enhancing walkability and bikeability within the Proposed URA would serve these goals. The Proposed URA would benefit from developing a mobility network that interconnects and distributes pedestrian, bicycle and vehicle traffic to multiple streets and nodes of activity. Additionally, the following strategies in the 2040 Comp Plan relate to these goals:

- Improve existing paths, sidewalks, curbs, and roadways; and
- Improve sidewalks with funding from local improvement districts and the sidewalk grant program from Community Development Block Grants.

The 2040 Comp Plan included analysis which demonstrated that the majority of the Proposed URA is “unwalkable”, as shown in **Figure 8**. In order to better align with the 2040 Comp Plan, the Proposed URA must exhibit a pedestrian environment that is connected, safe and accessible for all users. SB Friedman’s finding of a predominance of defective or inadequate street layout as eligible for designation as an urban renewal area due to a lack of adequate sidewalk infrastructure, also constitutes a social liability. The lack of adequate sidewalk infrastructure serving 73% percent of Improved Parcels and POLPs indicates a significant amount of infrastructure investment is necessary to align with the goals outlined in the 2040 Comp Plan. Based on the stated goals for the City and that key parts of the Proposed URA are not currently meeting those goals, SB Friedman concludes that the Proposed URA constitutes a social liability.

Figure 8. Walkability Map



Source: City of Pocatello, SB Friedman

## Open Land

### ECONOMIC UNDERDEVELOPMENT OF THE AREA

The Urban Renewal Law requires that a two-part test be passed for both urban renewal eligibility and acquisition eligibility. The first part requires the finding of at least one eligibility factor – of the three or nine, respectively, – be present within the Open Land of the Proposed URA. The second requirement for determining eligibility is demonstrating the finding of deterioration criteria also results in the economic underdevelopment of the area or substantially impairs or arrests the sound growth of a municipality.

SB Friedman evaluated the economic underdevelopment of the Open Land through consideration of development potential of the land. SB Friedman's finding of eligibility via obsolete platting is indication of development constraints present in the OLPs and POLPs.

Parcels which exhibit obsolete platting are difficult or infeasible to develop in their present state, requiring acquisition of additional neighboring parcels or subdivision to create parcels of appropriate size, shape and accessibility to be developable. Consequently, these parcels will remain difficult to develop and result in their continued economic underdevelopment.

### Conclusions: Other Required Findings and Tests

According to Urban Renewal Law, the Proposed URA must exhibit not only factors that indicate the area is deteriorating, as outlined in the statute, but that those factors contribute to both economic and social liability of the Proposed URA.

SB Friedman finds evidence of economic liability of the Improved Land of the Proposed URA due to the lagging taxable value growth of the Improved Parcels and POLPs in the Proposed URA. We also find evidence of social liability of the Improved Land of the Proposed URA due to the variance of the Proposed URA from the goals outlined in the 2040 Comp Plan in terms of walkability.

Additionally, SB Friedman evaluated Open Land for economic underdevelopment or impairing the sound growth of the municipality, as required by the Urban Renewal Law, as a consequence of the deterioration criteria. SB Friedman finds that the Proposed URA presents evidence of economic underdevelopment due to the conditions of obsolete platting that challenge land assembly and developability of OLPs and POLPS.

## 6. Conclusions

### Improved Land Conclusions

According to the Urban Renewal Law, in order to qualify for designation as an urban renewal area, Improved Land must exhibit one or more of several factors indicating that the area is either a deteriorated area or a deteriorating area. Further, presence of this factor(s) must have adverse consequences.

SB Friedman finds the following two criteria for a deteriorating area to be meaningfully present and reasonably distributed throughout the Proposed URA's Improved Parcels and POLPs:

1. Predominance of defective or inadequate street layout; and
2. Diversity of ownership

Furthermore, we find that the Improved Land in the Proposed URA represents an economic and social liability due to the lagging taxable value growth in comparison to the City and its variance from the 2040 Comp Plan.

As a result, this Report concludes that the Improved Land within the Proposed URA conform with Idaho Code Title 50, Chapters 20 and 29, and meet the eligibility standards for designation as a Proposed URA.

### Open Land Conclusions

According to the Urban Renewal Law, in order to qualify for designation as an urban renewal area, Open Land must exhibit one or more of the three eligibility criteria and must be underdeveloped.

SB Friedman finds the following two criteria to be meaningfully present and reasonably distributed throughout the Proposed URA's OLPs and POLPs:

1. Obsolete platting; and
2. Diversity of ownership

Furthermore, we find that Open Land experiences economic underdevelopment due to the additional burden on development presented by obsolete platting. Thus, SB Friedman concludes that the Open Land within the Proposed URA conforms with the Urban Renewal Law and meets the eligibility standards for designation as a Proposed URA.

SB Friedman, as of the date of this report, also finds the Open Land to be eligible for acquisition by an urban renewal agency assuming the findings required in Section 50-2008(d)(4) are made. SB Friedman finds faulty lot layout and diversity of ownership to be present across the OLPs and POLPs. As a result, SB Friedman concludes the Open Land is currently eligible for acquisition according to Urban Renewal Law.

Therefore, both the Improved Land and Open Land of the Proposed URA meet all required tests, in addition to eligibility factors, laid out in the Urban Renewal Law, to qualify the creation of a Proposed URA.

## Appendix A: Limitations of Engagement

Our Report is based on estimates, assumptions and other information developed from research of the market, knowledge of the industry, and meetings during which we obtained certain information. The sources of information and bases of the estimates and assumptions are stated in the Report. Some assumptions inevitably will not materialize, and unanticipated events and circumstances may occur. Therefore, actual results achieved during the period covered by our analysis will necessarily vary from those described in our Report, and the variations may be material.

The terms of this engagement are such that we have no obligation to revise the Report to reflect events or conditions which occur subsequent to the date of the report. These events or conditions include, without limitation, economic growth trends, governmental actions, additional competitive developments, interest rates, and other market factors. However, we are available to discuss the necessity for revision in view of changes in the economic or market factors affecting the proposed project.

Our Report does not ascertain the legal and regulatory requirements applicable to this project, including zoning, other State and local government regulations, permits, and licenses. No effort has been made to determine the possible effect on this project of present or future federal, state or local legislation, including any environmental or ecological matters.

Furthermore, we have neither evaluated management's effectiveness, nor will we be responsible for future marketing efforts and other management actions upon which actual results will depend.

Our Report is intended solely for your information, for the purpose of establishing an urban renewal area.

## Appendix B: PIN List

### 2023 PINS:

Count	2023 All PINs
1	RPR4013003000
2	RPRPCPP142306
3	RPRPCPP152500
4	RPR4013012906
5	RPR4013012905
6	BLM
7	RPR4013002313
8	RPR4013000200
9	RPRPCPP133100
10	RPRPCPP142239
11	RPRPCPP152600
12	RPRPCPP142243
13	RPRPCPP142109
14	RPR4013012908
15	RPR4013004303
16	RPRPCPP138201
17	RPRPCPP142246
18	RPRPCPP116303
19	RPRPCPP152200
20	RPR4013030401
21	RPR4013017802
22	RPRPCPP142249
23	RPR4013030205
24	RPRPCPP146300
25	RPRPCPP142260
26	RPR4013012907
27	RPRPCPP138002
28	RPR4013014703
29	RPR4013029911
30	RPRPCPP106401
31	RPR4013006201
32	RPR4013018002

33	RPR4013008001
34	RPRPCPP112302
35	RPR4013011601
36	RPR4013015801
37	RPR4013030700
38	RPRPCPP142244
39	RPR4013005704
40	RPRBCS000100
41	RPRPCPP129901
42	RPRPCPP112200
43	RPR4013012910
44	RPRPCPP148000
45	RPRPCPP132901
46	RPRPCPP142299
47	RPRPCPP132800
48	RPR4013033100
49	RPRPCPP142271
50	RPR4013007500
51	RPR4013029912
52	RPR4013004502
53	RPRPCPP138300
54	RPR4013029913
55	RPR4013003202
56	RPR4013007305
57	RPR4013013100
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59	RPRPCPP151700
60	RPRPCPP129102
61	RPRPCPP152400
62	RPR4013030301
63	RPR4013008002
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66	RPR4013005906

67	RPRRGTD005400
68	RPRPCPP152000
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79	RPRPCPP107411
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83	RPR4013002312
84	RPR4013032900
85	RPRPCPP142350
86	RPR4013012003
87	RPRPCPP142107
88	RPR4013003701
89	RPR4013002602
90	RPR4013014500
91	RPR4013029907
92	RPR4013007200
93	RPR4013002701
94	RPR4013004200
95	RPRPSCS000200
96	RPRPCPP138507
97	RPR4013006600
98	RPR4013016000
99	RPRPCPP138604
100	RPRPCPP142295
101	RPR4013017500
102	RPRPCPP138602
103	RPRPCPP132700
104	RPR4013003400

105	RPR4013015901
106	RESSLAWN CEME*
107	RPRPCPP142238
108	RPRRETY000101
109	RPRRGTD000100
110	RPR4013014502
111	RPR4013029906
112	RPRPSC1000200
113	RPRRETY001201
114	RPR4013005105
115	RPRPCPP117600
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117	RPR4013010401
118	RPR4013012002
119	RPR4013006002
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122	RPR4013006101
123	RPR4013031000
124	RPRPCPP139403
125	RPRPL2B000300
126	RPR4013013200
127	RPRPCPP133001
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150	RPR4013005702
151	RPRRIBS000900
152	RPR4013007009
153	RPR4013011300
154	RPR4013007302
155	RPR4013002702
156	RPR4013003600
157	RPRRIBS000500
158	RPRRETY002100
159	RPR4013003702
160	RPRRIBS000700
161	RPRPROP002300
162	RPR4013015602
163	RPRPCPP139404
164	RPRRIBS000800
165	RPRPCPP133600
166	RPRRIBS000600
167	RPRPDLB005400
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169	RPRPCPP152300
170	RPRRIBS000400
171	RPRRCLF001900
172	RPR4013010403
173	RPRRETY000102
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187	RPR4013012501
188	RPR4013014200
189	RPR4013014401
190	RPR4013029910
191	GATEWAY DR
192	RPRRETY001300
193	RPR4013012001
194	RPRPMCD001402
195	RPR4013031100
196	RPRPCPP131400
197	RPR4013030302
198	RPRPCPP104401
199	RPRPCPP139405
200	RPRPCPP132600
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202	RPRPCTS000200
203	RPR4013000803
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242	RPRPCPP151300
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246	RPRPPMT006800
247	RPR4013006601
248	RPRRETY001500
249	RPRPCPP115900
250	RPRPL2B000100
251	RPR4013007400
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253	RPRRETY001800
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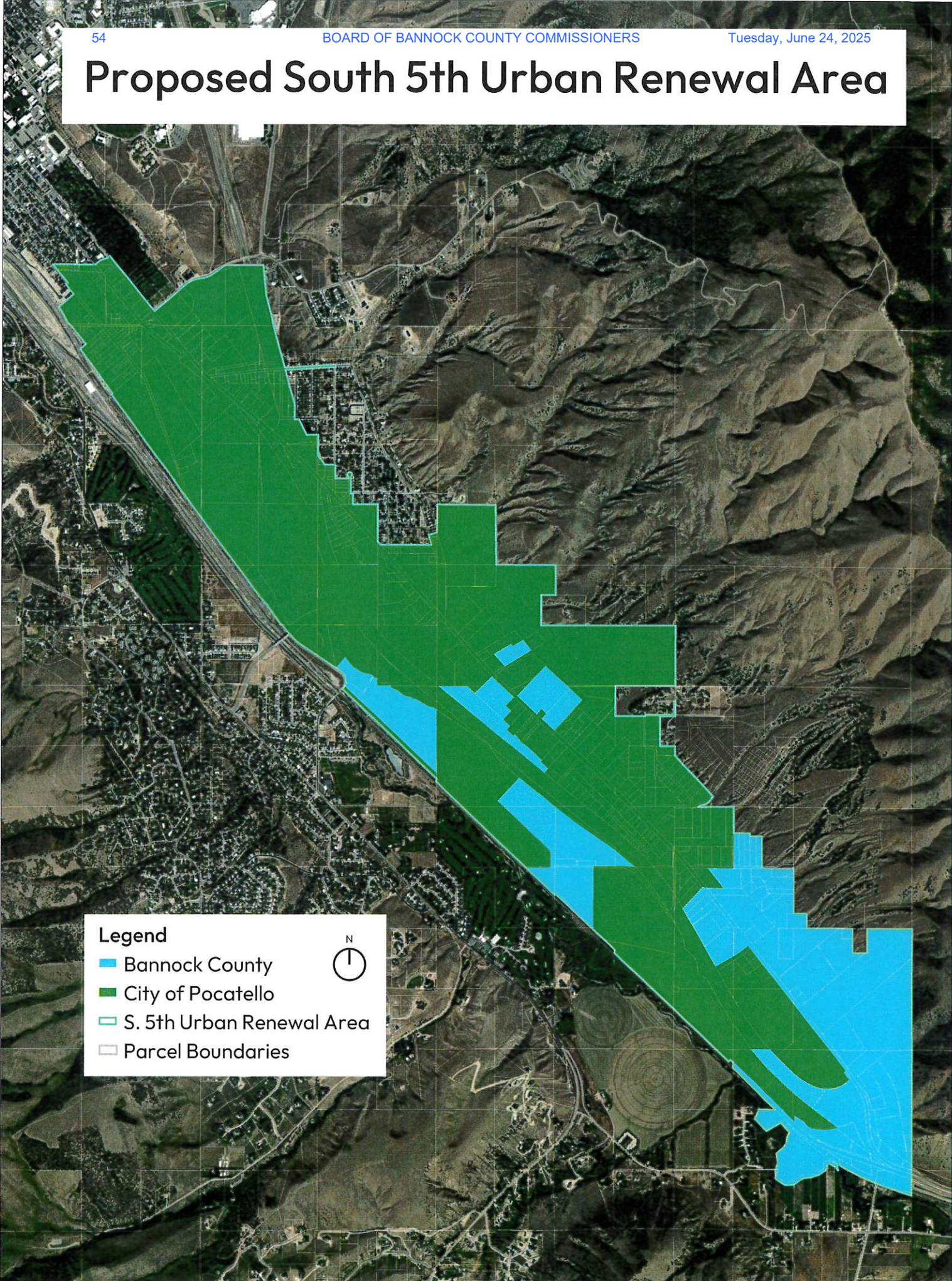
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466	RPRPCLF000700
467	RPR4013010412
468	RPR4013014503
469	RPRPCPP158400
470	RPRPCPP156600
471	RPRPCPP157500
472	RPRPCPP158900
473	RPRPGTD005403
474	RPRPCPP159600
475	RPRPSCP000300
476	RPRPCLF000600
477	RPRPCPP156900
478	RPR4013012907
479	RPRPCPP108201
480	RPRPSCP000700
481	RPRPCPP151300
482	RPRPCPP138605
483	RPRPMCD001900
484	RPRPIBS000900
485	RPRPMCD002607
486	RPRPMCD001401
487	RPRPCPP130100
488	RPRPCPP115500
489	RPRPROP002300
490	RPRPRVR000500
491	RPRPCPP129300
492	RPRPPMT003500

493	RPRPCPP142110
494	RPRPRVR000102
495	RPRPCPP138202
496	RPRPCPP133500
497	RPRPCPP138503
498	RPRPCPP130700
499	RPR4013013100
500	RPRPCPP133307
501	RPRPCPP107100
502	RPR4013017500
503	RPRPPMT007100
504	RPR4013030402
505	RPRPCPP117300
506	RPR4013006201
507	RPRPCPP142244
508	RPRPCPP139404
509	RPRPRZT000700
510	RPRPCPP107411
511	RPRPCPP132200
512	RPRPCPP142258
513	RPRPCPP142304
514	RPRPCPP130802
515	RPR4013003701
516	RPRPRVR000700
517	RPR4013015602
518	VELTON AVE
519	RPR4013014401
520	RPRPCPP104205
521	RPRPCPP129700
522	RPR4013008001
523	RPRPCPP138201
524	RPRPCPP117600
525	RPRPMCD000300
526	RPRPCPP107207
527	RPRPPDA000204
528	RPRPCPP154800
529	RPRPCPP157900
530	RPRPCPP158000

531	RPRPCPP159800
532	RPRPCPP160100
533	RPRPETY001201
534	RPRPETY002100
535	RPRPGTD004600
536	RPRPIBS000500
537	RPRPCPP152500
538	RPR4013029911
539	RPRPCLA000200
540	RPRPCPP162400
541	RPRPCLF001400
542	RPRPETY001300
543	RPRPGTD005100
544	RPRPCPP156200
545	RPRPCPP160500
546	RPRPCPP160600
547	RPRPSCP001300
548	RPRPMCD000901
549	RPRPCPP156300
550	RPRPCPP156400
551	RPRPCPP158100
552	RPRPCPP158800
553	RPRPCLF001000
554	RPRPCPP150200
555	RPRPSCP000200
556	RPRPSNS000100
557	RPRPCPP150000
558	RPRPCTS000100
559	RPR4013013702
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561	RPRPCPP133001
562	RPRPPMT008200
563	RPRPCPP134101
564	RPRPCBC000100
565	RPRPMCD002203

566	RPRPCPP142260
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568	RPRPROP004500
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570	RPRPMCD002202
571	RPRPCPP146300
572	RPRPRZT000500
573	RPR4013030700
574	RPRPMCD001303
575	RPRPCPP132306
576	RPRPCPP133100
577	RPRPCPP136000
578	RPRPCPP132700
579	RPRPMCD002300
580	RPRPMCD000604
581	RPRPCPP130300
582	RPRPCPP115600
583	RPRPCPP104302
584	RPRPCPP138100
585	RPRPCPP112200
586	RPRPRVR000600
587	RPR4013030302
588	RPRPCPP133900
589	RPRPCPP131102
590	RPRPCPP105301
591	RPRDLB004902
592	RPRPCMS000500
593	RPRPCPP151800
594	RPRPSCP000500
595	RPRPCPP159500
596	RPRPCPP156800
597	RPRPCPP158200
598	RPRPCPP161400
599	BLM

# Proposed South 5th Urban Renewal Area



### Legend

-  Bannock County
-  City of Pocatello
-  S. 5th Urban Renewal Area
-  Parcel Boundaries



In the Matter of ADOPTING FINDINGS )  
 AND THE NEED FOR AN URBAN )  
 RENEWAL PROJECT FOR THE SOUTH )  
5<sup>TH</sup> CORRIDOR AREA )

R.S. No. 2025-45  
 June 24, 2025

### RESOLUTION

WHEREAS, the Urban Renewal Agency of the City of Pocatello, Idaho, also known as the Pocatello Development Authority, is an independent public body, corporate and politic, authorized under the authority of the Idaho Urban Renewal Law of 1965, Chapter 20, Title 50, Idaho Code, as amended (the “Law”), and the Local Economic Development Act, Chapter 29, Title 50, Idaho Code, as amended (the “Act”), a duly created and functioning urban renewal agency for Pocatello, Idaho, hereinafter referred to as the “Agency;” and

WHEREAS, the Pocatello City Council has previously established the following urban renewal districts: the 2006 Naval Ordnance Plant Project Area; the 2007 North Portneuf Project Area; the 2010 Pocatello Regional Airport Project Area; and the 2019 Northgate Project Area;

WHEREAS, it has become apparent that additional property, a portion of which is located within the City of Pocatello, and a portion of which is located within the City of Pocatello’s area of operation within unincorporated Bannock County, may be deteriorating or deteriorated and should be examined as to whether such an area is eligible for an urban renewal project;

WHEREAS, in October 2023, the Agency authorized SB Friedman Development Advisors, LLC (SBF) to commence a preliminary eligibility study on several geographic areas within the City and extending to the City’s area of City impact within unincorporated Bannock County. SBF presented its preliminary eligibility findings on each geographic area to the Agency Board of Commissioners (the “Board”) on April 17, 2024. At its meeting on June 12, 2024, the Board directed SBF to proceed with study and planning efforts related to the South 5th Corridor and preparation of an eligibility report of an area approximately 2,292 acres in size (including public rights-of-way). The area is roughly bounded by the Union Pacific Railroad to the south and west, Barton Road to the north, and the foothills of the Pocatello Range of mountains to the east, and is commonly referred to as the South 5th Corridor Area (the “Study Area”). The Study area is bisected by both Interstate 15 and South 5th Avenue;

WHEREAS, the South 5th Urban Renewal Area Eligibility Report, dated June 6, 2025 (the “Report”), a copy of which is attached hereto as **Exhibit A**, examined the Study Area, which area also included real property located within unincorporated Bannock County, for the purpose of determining whether such area was a deteriorating area and/or a deteriorated area as defined by Idaho Code Sections 50-2018(8), (9) and 50-2903(8);

WHEREAS, pursuant to Idaho Code Sections 50-2018(8), (9) and 50-2903(8), which define the qualifying conditions of a deteriorating area and deteriorated area, several of the conditions necessary to be present in such an area are found in the Study Area, including:

- a. predominance of defective or inadequate street layout;

- b. faulty lot layout in relation to size, adequacy, accessibility or usefulness; obsolete platting;
- c. diversity of ownership; and
- d. unsuitable topography;

WHEREAS, the effects of the listed conditions cited in the Report result in economic underdevelopment of the area, substantially impairs or arrests the sound growth of a municipality, constitutes an economic or social liability, and is a menace to the public health, safety, morals or welfare in its present condition or use;

WHEREAS, the Study Area includes open space/open land;

WHEREAS, under the Act, a deteriorated area includes any area which is predominantly open and which, because of obsolete platting, diversity of ownership, deterioration of structures or improvements, or otherwise, results in economic underdevelopment of the area or substantially impairs or arrests the sound growth of a municipality. *See* Idaho Code Section 50-2903(8)(c);

WHEREAS, Idaho Code Sections 50-2018(8), (9), 50-2903(8) and 50-2008(d) list additional conditions applicable to open land areas, including open land areas to be acquired by the Agency, which are the same or similar to the conditions set forth in the definitions of “deteriorating area” and “deteriorated area;”

WHEREAS, the Report addresses the findings concerning the eligibility of open land within the Study Area as defined in Idaho Code Sections 50-2018(9), 50-2903(8)(c), and 50-2008(d);

WHEREAS, under the Law and Act, specifically Idaho Code Sections 50-2903(8)(f) and 50-2018(8) and (9), the definition of a deteriorating area shall not apply to any agricultural operation as defined in Section 22-4502(2), Idaho Code, absent the consent of the owner of the agricultural operation except for an agricultural operation that has not been used for three (3) consecutive years;

WHEREAS, the Study Area may include parcels subject to such consent. While the necessary consents have not been obtained, any and all consents shall be obtained prior to the Pocatello City Council’s consideration of any urban renewal plan;

WHEREAS, the Report includes a preliminary analysis concluding the base assessment roll value for the Study Area along with the combined base assessment roll values for the Existing Project Areas do not exceed 10% of the current assessed valuation of all taxable property within the City of Pocatello;

WHEREAS, Idaho Code Section 50-2018(18) provides that an urban renewal agency cannot exercise jurisdiction over any area outside the city limits without the approval by resolution of the governing body of the other city or county declaring the need for an urban renewal project for the proposed area;

WHEREAS, a portion of the Study Area includes certain real property located in unincorporated Bannock County;

WHEREAS, the Agency accepted the Report by way of Resolution No. 2025-2 at the June 18, 2025, meeting of the Agency Board, a copy of which Resolution (without exhibits) is attached hereto as **Exhibit B**;

WHEREAS, the Report was forwarded to the Bannock County Board of Commissioners for purposes of obtaining a resolution determining such area to be deteriorated and/or deteriorating and finding the need for an urban renewal project for the proposed Study Area;

WHEREAS, pursuant to Idaho Code Section 50-2008, an urban renewal project may not be planned or initiated unless the local governing body has, by resolution, determined such area to be a deteriorated area or deteriorating area, or combination thereof, and designated such area as appropriate for an urban renewal project;

WHEREAS, Idaho Code Section 50-2906, also requires that in order to adopt an urban renewal plan containing a revenue allocation financing provision, the local governing body must make a finding or determination that the area included in such plan is a deteriorated area or deteriorating area;

WHEREAS, the proposed Study Area has no impact on the jurisdictional boundaries of Bannock County;

WHEREAS, on June 24, 2025, representatives of the City and the Agency met with the Board of County Commissioners to discuss the proposed Report and the Study Area;

WHEREAS, on June 24, 2025, representatives of the City and/or the Agency presented the Report to the Board of County Commissioners requesting the Commissioners consider adopting the findings concerning the proposed Study Area;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF BANNOCK COUNTY, IDAHO, AS FOLLOWS:

Section 1. That the above statements are true and correct.

Section 2. That the findings of the Agency made on June 18, 2025, in Resolution No. 2025-2 are hereby adopted by the Board of County Commissioners.

Section 3. That there is a need for an urban renewal plan for the Study Area.

Section 4. To the extent a portion of the Study Area owned by Bannock County may be determined to be an agricultural operation as defined by Idaho Code Section 22-4502(2), this Resolution provides the necessary consent.

Section 5. That this Resolution shall be in full force and effect immediately upon its adoption and approval.

ADOPTED this 24th day of June, 2025.

BOARD OF BANNOCK COUNTY COMMISSIONERS

\_\_\_\_\_  
Jeff Hough, Chair

\_\_\_\_\_  
Ernie Moser, Commissioner

\_\_\_\_\_  
Ken Bullock, Commissioner

ATTEST:

\_\_\_\_\_  
Jason C. Dixon, Bannock County Clerk

Resolution No. 2025-45  
Page 5

**Exhibit A**

South 5<sup>th</sup> Urban Renewal Area Eligibility Report, dated June 18, 2025

Resolution No. 2025-45

Page 6

**Exhibit B**

The Urban Renewal Agency of the City of Pocatello, Idaho, Resolution No. 2025-2, dated June 18, 2025, Accepting the South 5<sup>th</sup> Urban Renewal Area Eligibility Report, dated June 6, 2025



**BANNOCK COUNTY COMMISSIONERS**

621 E. Center, Pocatello, ID 83201  
Phone: (208) 236-7210 • Fax: (208) 232-7363

**ERNIE MOSER**  
Commissioner  
1st District

**JEFF HOUGH**  
Commissioner  
2nd District

**KEN BULLOCK**  
Commissioner  
3rd District

**AGENDA REQUEST FORM**

The Board of Bannock County Commissioners business meetings are generally held on **Tuesday at 9:00 AM** in the Commissioners' Chambers in the Bannock County Courthouse, 624 E. Center, Room 212, Pocatello, Idaho, or as noticed **48 hours** prior to the meeting at <https://www.bannockcounty.us/commissioners/>. Agenda times are subject to change within **15 minutes** of scheduled time. Any person(s) needing special meetings should contact the Commissioner's Office at [208-236-7210](tel:208-236-7210), three to five working days before the meeting.

**E-mail this completed form and any supporting documents to [agendarequest@bannockcounty.us](mailto:agendarequest@bannockcounty.us) by NOON on the Thursday prior to the scheduled meeting.**

**Name/Department:**

Ambulance Department

**Item to be considered/background:**

Professional Services Contract - Ground Emergency Medical Transportation

**How much time will be needed? Meeting date requested:**

10 minutes

6/24/25

**Does this item involve a contract, agreement, external funding application or award acceptance?**

YES  NO

**Have all supporting documents been included with this form?**

YES  NO

**List of attendees:**

Please include any supporting documents with your Agenda Session Request Form.

Commissioner Office Only:	
Date: <u>6/24/25</u>	Time: _____

408 EAST WHITMAN  
POCATELLO, ID 83201



208.234.6201  
FAX: 208.233.4043

Ryan O'Hearn - Fire Chief

TO: BANNOCK COUNTY COMMISSIONERS  
FROM: RYAN O'HEARN   
SUBJECT: CONTRACT FOR SERVICES - GEMT  
DATE: JUNE 24, 2025  
CC: KRISTI DAVENPORT, KRISTI KLAUSER, AUTUMN BAKER

### Approval Request: Contract with Public Consulting Group (PCG) for GEMT Cost Recovery Services

The Bannock County Ambulance District (BCAD) seeks approval to enter into a contract with Public Consulting Group (PCG) for cost recovery services under Idaho's Ground Emergency Medical Transportation (GEMT) Program. This state-administered program helps offset the financial shortfall between the cost of providing emergency medical services to Medicaid patients and the limited reimbursements Medicaid provides.

### Estimated Financial Impact

Preliminary projections suggest that BCAD may receive between **\$90,000 and \$120,000 annually** through the GEMT program. Submissions for FY23 and FY24 are due in August of 2025.

### Contract Details

PCG will be compensated based on a percentage of the actual payments BCAD receives from the GEMT program, subject to a \$5,000 minimum annual fee. The fee structure before discounts is as follows:

- **FY23 & FY24:** 15% of funds received
- **FY25:** 12%
- **FY26 & FY27:** 10%

As a member of the Idaho Fire Chiefs Association, BCAD qualifies for a 10% discount on these rates, bringing the effective rates to:



- **FY23 & FY24:** 13.5%
- **FY25:** 10.8%
- **FY26 & FY27:** 9%

**Vendor Qualification**

PCG is highly qualified, having played a key role in developing the GEMT program in Idaho. They possess in-depth knowledge of the state’s Medicaid State Plan Amendment and have established partnerships within the emergency services community, including the Idaho Fire Chiefs Association. Their experience and specialized expertise position them as the most capable provider to support BCAD in maximizing cost recovery through GEMT.

**Recommendation**

We recommend approval of the contract with Public Consulting Group to ensure BCAD receives full eligible reimbursement under the GEMT program with expert guidance and minimal administrative burden.

**BANNOCK COUNTY COMMISSIONERS**

\_\_\_\_\_  
**Chairman**

\_\_\_\_\_  
**Commissioner**

\_\_\_\_\_  
Commissioner

6-24-25





Solutions that Matter

ID GEMT

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## PUBLIC CONSULTING GROUP EMERGENCY SERVICES AGREEMENT

This Services Agreement (“Agreement”) is entered into by and between Bannock County Ambulance (“CLIENT”) and Public Consulting Group LLC (“PCG”) as of May 30, 2025 (“Effective Date”).

**WHEREAS**, The Centers for Medicare and Medicaid Services (CMS) allows states to establish alternative payment methodologies for certain classes of providers, including ambulance providers, and

**WHEREAS**, PCG possesses professional skills that can assist CLIENT in analyzing and reporting costs to secure “supplemental payments”, and

**WHEREAS**, CLIENT wishes to engage PCG as an independent contractor to perform professional services in connection with this initiative;

**THEREFORE**, for good and valuable consideration, the receipt and adequacy of which is acknowledged, CLIENT and PCG hereby agree as follows:

1. **Description of Services.** PCG will provide the professional services assigned by CLIENT and more fully described in Attachment A (the “Contracted Services”). PCG acknowledges and agrees that time is of the essence in the value of the Contracted Services, and shall render such Contracted Services in a prompt and diligent manner.
2. **Term.** The Agreement will be effective from the Effective Date through September 30, 2028, unless this Agreement is terminated earlier pursuant to Section 4 or extended by written agreement of the parties. Unless otherwise specified by CLIENT in writing, PCG will provide the Contracted Services for the full duration of this Agreement. PCG and CLIENT acknowledge that the program services described in Attachment A is dependent on receiving state and federal program approval, and it may be necessary to extend the term of this Agreement to receive additional reimbursements.

Upon the expiration or termination of this Agreement for any reason all rights granted hereunder shall immediately terminate except for those concerning compensation, confidentiality, intellectual property, or any other provision that, by its terms, is intended to survive the expiration or termination of this Agreement. Specifically, notwithstanding the expiration or termination of the Agreement, CLIENT will compensate PCG as set forth herein with respect to any reimbursements CLIENT receives after the expiration or termination of this Agreement that are the result of the Contracted Services.

3. **Compensation.** CLIENT will compensate PCG pursuant to the provisions contained in Attachment B and this Section 3, and unless the parties agree otherwise in writing, shall not pay PCG any other benefits, expenses, or compensation.



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- a. CLIENT will compensate PCG within 30 days following the receipt of billing statements from PCG that comport with the terms of this Agreement. PCG shall submit billing statements directly to the CLIENT Contact Person identified in Section 5.
- b. Upon termination or expiration of this Agreement, PCG will be entitled to receive compensation for Contracted Services satisfactorily provided prior to the effective date of termination or expiration.
4. **Termination.** This Agreement may be terminated immediately by either party following a material breach of this Agreement and a failure to cure such breach within a reasonable period after written notice. Such reasonable period shall be no less than 10 business days. Termination of this Agreement will not discharge the obligations of the parties with respect to the protection of Proprietary or Confidential Information.
5. **Notices and Contact Persons.** Any notices, requests, consents and other communications hereunder shall be in writing and shall be effective upon any of the following: (1) when delivered personally to the person designated below to receive notices for the party (the party's "Contact Person"); (2) when e-mailed to the party's Contact Person at the e-mail address listed below with an acknowledgment of receipt; or (3) five days after being deposited into the United States mail (either certified mail with return receipt requested, or first class postage prepaid), addressed to the party's Contact Person at the address set forth below. The individuals listed below shall serve as each party's Contact Person for purposes of this Agreement unless the party replaces the Contact Person by written notice to the other party as required by this Section:

	For PCG:	For CLIENT Contact 1:	For CLIENT Contact 2:
Name	Garrett Abrahamson	Kristy Pincock	Kristi Klauser
Title	Associate Manager	Office Manager	Comptroller
Department Name	Public Consulting Group LLC	Bannock County Ambulance	Bannock County Ambulance
Address Part 1	148 State Street, 10 <sup>th</sup> Floor	408 E. Whitman	624 East Center
Address Part 2	Boston, MA 02109	Pocatello, ID 83201	Pocatello, ID 83201
Phone Number	(207) 573-2664	(208) 235-5718	(208) 236-7331
Email	gabrahamson@pcgus.com	kpincock@pocatello.gov	kristik@bannockcounty.gov

## 6. Relationship of the Parties

- a. The parties agree that PCG is an independent contractor, and that neither it nor any of its employees is an employee, agent, partner, or joint-venturer of CLIENT.



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- b. PCG shall secure and maintain all insurance, licenses, and/or permits necessary to perform the Contracted Services. PCG shall be responsible for paying its employees, and for paying all applicable state and federal taxes including unemployment insurance, social security taxes, and state and federal withholding taxes. PCG understands that neither it nor its employees will be eligible for benefits or privileges provided by CLIENT to its employees. CLIENT shall deliver to PCG statements of income at the end of each tax year consistent with its independent contractor status.
  - c. Except as may be otherwise provided in this Agreement, PCG has complete and exclusive authority over the means and methods of performing the Contracted Services, need not adhere to policies and procedures applicable to CLIENT employees, and may perform the Contracted Services according to its own schedule at its own offices or at any other location. PCG shall hire its own employees, use its own tools and equipment, and purchase its own supplies.
  - d. PCG has no authority to and shall not purport to bind, represent, or speak for CLIENT or otherwise incur any obligation on behalf of CLIENT for any purpose unless expressly authorized by CLIENT.
  - e. At CLIENT's written request, PCG shall provide to CLIENT: (i) its federal employer tax identification number; and (ii) copies of any applicable business licenses.
7. **Record Maintenance.** With respect to all records of any kind that PCG acquires or creates for purposes of performing the Contracted Services, PCG shall not knowingly destroy records that are required to be preserved by law and shall maintain project records in an orderly manner.
8. **Insurance.** PCG shall maintain during the term of this Agreement such insurance, including general liability and worker's compensation insurance, as will fully protect both CLIENT and PCG from claims that may arise from PCG's performance of the Contracted Services.
9. **Assignment.** This Agreement may not be assigned by either party without the prior written consent of the other party, which consent may not be unreasonably withheld or delayed. Notwithstanding the foregoing, this Agreement may be assigned by either party: (i) to one of its affiliates or subsidiaries; or (ii) in connection with a merger, consolidation, sale of all of the equity interests of the party, or a sale of all or substantially all of the assets of the party to which this Agreement relates.



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10. **Subcontracts.** PCG may subcontract work under this Agreement to one or more of its affiliate companies.
11. **Proprietary or Confidential Information.** For purposes of fulfilling its obligations under this Agreement, one party (the “Disclosing Party”) may convey to the other party (the “Receiving Party”) information that is considered proprietary and confidential to the Disclosing Party.
- a. “Proprietary or Confidential Information” is defined as information -- including but not limited to trade secrets, strategies, financial information, sales information, pricing information, operational techniques, software, and intellectual property -- that (i) has not been previously published or otherwise disclosed by the Disclosing Party to the general public; (ii) has not previously been available to the Receiving Party or others without confidentiality restrictions; (iii) reasonably would be considered confidential and proprietary notwithstanding the absence of any designation; or (iv) is not normally furnished to others without compensation; and which the Disclosing Party wishes to protect against unrestricted disclosure or competitive use. In addition, the term “Proprietary or Confidential Information” shall also mean all information or data, regardless of whether it is in tangible form, that is disclosed or otherwise made available by the Disclosing Party to the Receiving Party and designated as “confidential” or “proprietary” by the Disclosing Party. Such designation shall be clear and in writing, either before the Proprietary or Confidential Information is disclosed or within a reasonable time afterwards. The term “Proprietary or Confidential Information” includes the original information provided by Disclosing Party as well as all copies.
  - b. Proprietary or Confidential Information does not include information that, without a breach of this Agreement, is (i) known to the Receiving Party without restriction when received, or thereafter developed independently by the Receiving Party; (ii) obtained by the Receiving Party from a source that is lawfully in possession of such information (other than the Disclosing Party) through no breach of this Agreement or any other confidentiality obligations; or (iii) in the public domain when received, or thereafter in the public domain through no fault of the Receiving Party.
  - c. The Receiving Party shall preserve Proprietary or Confidential Information securely and in strict confidence, exercising no less than the same degree of care used to protect the security and confidentiality of its own confidential and proprietary information, and in any event no less than reasonable care.
  - d. The Receiving Party shall use and disclose Proprietary or Confidential only for purposes of the Contracted Services. The Receiving Party shall not divulge any such Proprietary or Confidential Information to any employee who is not working



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on the Contracted Services, without the prior written consent of the Disclosing Party.

- e. The Receiving Party shall not disclose the Proprietary or Confidential Information to any third party without prior written authorization from the Disclosing Party.
- f. All Proprietary or Confidential Information shall remain the property of the Disclosing Party notwithstanding any disclosure under this Agreement. The Receiving Party recognizes and agrees that nothing contained in this Agreement nor the exchange of Proprietary or Confidential Information under this Agreement shall be construed as transferring or granting any right, title, interest, or license under any copyrights, inventions, or patents now or hereafter owned or controlled by either Party. The Disclosing Party does not grant the Receiving Party any express or implied right to or under the Disclosing Party or another party's patents, copyrights, trademarks, trade secret information, or other proprietary rights. The Receiving Party shall not make, have made, use, or sell for any purpose any product or other item using, incorporating, or derived from any Proprietary or Confidential Information of the Disclosing Party.
- g. If and to the extent that Proprietary or Confidential Information includes information that is confidential or proprietary to a third party, the Disclosing Party warrants that the disclosure does not violate any agreement with the third party or any rights of the third party, including any agreement or rights under the Health Insurance Portability and Accountability Act ("HIPAA") and other federal or state laws governing medical records, and shall indemnify the Receiving Party as to any claim against it by the third party or a government agency relating to such disclosure.
- h. Rights and obligations under this Agreement shall take precedence over specific legends or statements that may be associated with Proprietary or Confidential Information when received.
- i. The Receiving Party shall immediately notify the Disclosing Party upon discovery of any loss or unauthorized disclosure of its Confidential Information.
- j. The Receiving Party shall not export, directly or indirectly, any U.S. technical data acquired pursuant to this Agreement, or any products utilizing such data, in violation of the United States export laws or regulations.
- k. If the Receiving Party is requested or required to disclose Proprietary or Confidential Information pursuant to a subpoena or an order of a court or governmental agency having jurisdiction, the Receiving Party shall, prior to any disclosure of Proprietary or Confidential Information:



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- i. Provide the Disclosing Party with prompt written notice of the existence, terms, and circumstances surrounding the legal or governmental request or requirement, no later than 2 business days after receiving it;
  - ii. Consult with the Disclosing Party on the appropriate response to the request;
  - iii. Cooperate with the Disclosing Party in its reasonable efforts to obtain an order or otherwise limit or restrict the disclosure of its Proprietary or Confidential Information that is subject to the legal or governmental request or requirement, at Disclosing Party's sole expense; and
  - iv. Only after fully complying with the above steps, if disclosure of Proprietary or Confidential Information is still required, furnish only such portion of the Proprietary or Confidential Information as the Receiving Party is advised by counsel is legally required to be disclosed.
- l. Upon termination or expiration of this Agreement, each party shall cease use of Proprietary or Confidential Information received from the other party. At the written request of the Disclosing Party at any time during this Agreement, or within 30 days of the termination or expiration of this Agreement, the Receiving Party shall promptly return all copies of such information in its possession, custody, or control, promptly furnishing the Disclosing Party with written certification of such return. If the Disclosing Party does not request the return of Proprietary or Confidential Data within 30 days of the termination or expiration of this Agreement, the Receiving Party shall destroy all copies of such information in its possession, custody or control and shall, upon the Disclosing Party's request, furnish the Disclosing Party with written certification of such destruction. If return or destruction is not practicable, the Receiving Party shall so notify the Disclosing Party and shall keep such information secure and confidential in perpetuity.
- m. The termination or expiration of this Agreement for any reason shall not discharge the obligations of the Parties with respect to the protection of Proprietary or Confidential Information set forth in this section.
- n. Other than as set forth above, neither party makes any representation or warranty as to the accuracy or completeness of its Proprietary or Confidential Information disclosed under this Agreement.
- o. This Agreement and its terms shall be treated as Proprietary and Confidential Information to the maximum extent allowable by law.

## 12. As-Is Information and Data



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The parties agree and acknowledge that PCG will receive all information and data from CLIENT on an as-is basis. PCG is not responsible for errors or omissions in any data that it receives from CLIENT. PCG is not responsible for reviewing, evaluating, or verifying the accuracy or completeness of any information received by CLIENT. PCG is not liable for any reimbursement, refund, or contribution should CLIENT be subject to penalties in connection with the services rendered.

13. **Intellectual Property.** Neither party makes any representation or warranty as to the accuracy or completeness of its Proprietary or Confidential Information disclosed under this Agreement. PCG guarantees that its use or creation of any intellectual property under this Agreement does not infringe upon the intellectual property rights of any third party.

Notwithstanding anything to the contrary, PCG will not deliver any working papers or other records including those that contain outputs, code, or formulas relating to PCG's cost reporting system (Ambulance Services Cost Report Portal), that contain or have embedded within such records any PCG intellectual property or trade secrets, including all aspects concerning the methodology for the creation and calculations included in any cost reports. Such materials are not considered CLIENT's property or works made for hire.

14. **Conflicts of Interest.** The parties understand that PCG is not required to perform the Contracted Services on a full-time basis for CLIENT and may perform services for other individuals and organizations consistent with the limitations in this Agreement.
15. **Waiver.** The failure of a party to enforce a provision of this Agreement shall not constitute a waiver with respect to that provision or any other provision of this Agreement.
16. **Entire Agreement.** This Agreement (including the attachments) constitutes the entire agreement between the parties with respect to the subject matter of the Contracted Services, and supersedes all prior agreements and understandings, both written and oral. Notwithstanding the foregoing, any separate written agreement between the parties regarding the confidentiality and security of information exchanged or used by the parties for purposes of this Agreement shall be effective unless and until it is specifically terminated.
17. **Amendment.** This Agreement may be amended only by written agreement of the parties, signed by authorized representatives and referencing this Agreement.
18. **Severability.** If any provision in this Agreement is found by a court of competent jurisdiction to be invalid or unenforceable, the remaining provisions in this Agreement shall continue in full force and effect.
19. **Applicable Law and Venue.** This Agreement, and all other aspects of the business relationship between the parties, shall be construed, interpreted, and enforced under and in



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accordance with the laws of the State of Idaho, without regard to choice of law provisions. The parties also consent to the personal jurisdiction in its courts, agree that the state and federal courts of the State of Idaho shall have exclusive jurisdiction over the enforcement of this Agreement, and waive any objection to venue.

## 20. Miscellaneous

- a. EXCEPT AS EXPRESSLY PROVIDED IN THIS AGREEMENT, PCG DOES NOT MAKE ANY WARRANTY WITH RESPECT TO THE CONTRACTED SERVICES, WHETHER EXPRESS OR IMPLIED, AND SPECIFICALLY DISCLAIMS ANY IMPLIED WARRANTIES, WHETHER OF MERCHANTABILITY, SUITABILITY, FITNESS FOR A PARTICULAR PURPOSE, OR OTHERWISE FOR SAID CONTRACTED SERVICES.
- b. NEITHER PARTY SHALL BE LIABLE TO THE OTHER ANY INCIDENTAL, INDIRECT, SPECIAL, PUNITIVE OR CONSEQUENTIAL DAMAGES, INCLUDING, BUT NOT LIMITED TO, SUCH DAMAGES ARISING FROM ANY TYPE OR MANNER OF COMMERCIAL, BUSINESS, OR FINANCIAL LOSS, EVEN IF THE OTHER PARTY HAD ACTUAL OR CONSTRUCTIVE KNOWLEDGE OF THE POSSIBILITY OF SUCH DAMAGES AND REGARDLESS OF WHETHER SUCH DAMAGES WERE FORESEEABLE. OTHER THAN A CLAIM BY PCG THAT CLIENT HAS NOT PAID COMPENSATION UNDER SECTION 3, UNDER NO CIRCUMSTANCES SHALL EITHER PARTY'S AGGREGATE LIABILITY TO THE OTHER PARTY UNDER THIS AGREEMENT EXCEED AN AMOUNT EQUAL TO THE TOTAL FEES PAID BY CLIENT TO PCG PURSUANT TO SECTION 3 OF THIS AGREEMENT DURING THE PRIOR TWELVE (12) MONTH PERIOD.
- c. Each party agrees that they shall not at any time make disparaging statements or induce others to make disparaging statements, in any form, about the other party or any of its respective employees, officers, directors, products or services.
- d. Neither party shall be responsible for delays or failures in performance resulting from acts of God, acts of civil or military authority, terrorism, fire, flood, strikes, war, epidemics, pandemics, shortage of power, or other acts or causes reasonably beyond the control of that party. The party experiencing the force majeure event agrees to give the other party notice promptly following the occurrence of a force majeure event, and to use diligent efforts to re-commence performance as promptly as commercially practicable.
- e. The captions and headings in this Agreement are for convenience only and are not intended to, and shall not be construed to, limit, enlarge, or affect the scope or intent of this Agreement. nor the meaning of any provisions hereof.



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- f. Each party acknowledges that they been provided with the opportunity to consult with and be represented by independent counsel in negotiating this Agreement. Each party represents that they have read and understand this Agreement and that they are freely and voluntarily entering into this Agreement in exchange for the consideration described herein. This Agreement shall not be construed in favor of or against either party by reason of authorship.
- g. Each individual signing below on behalf of a party hereby represents and warrants that they have full power and authority to enter into this Agreement on behalf of such party. Each party to this Agreement hereby represents and warrants that it has full power and authority to enter into this Agreement, that the execution, delivery, and performance of this Agreement has been fully authorized and approved, and that no further approvals or consents are required to bind such party.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the Effective Date written above.

Department Name Bannock County PUBLIC CONSULTING GROUP LLC

BY: _____	BY: _____
NAME: <u>Jeff Hough</u>	NAME: _____
TITLE: <u>Commissioner, Chairman</u>	TITLE: _____
DATE: <u>June 24, 2025</u>	DATE: _____



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**ATTACHMENT A**  
**CONTRACTED SERVICES**  
**Ground Emergency Medical Transportation (GEMT) Program**

PCG will provide the below Contracted Services will be utilized for five state fiscal year cost reporting cycles, defined as January 26, 2023-September 30, 2023, October 1, 2023-September 30, 2024, October 1, 2024-September 30, 2025, October 1, 2025-September 30, 2026, and October 1, 2026-September 30, 2027.

- A. CLIENT provides countywide ambulance and medical services some of which will qualify for the GEMT Program for Medicaid. CLIENT must comply with both U.S. Department of Health and Human Services under the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and the Health Information Technology for Economic and Clinical Health (HITECH) Act and as such, PCG shall comply.
- B. CLIENT provides emergency medical transports to Medicaid patients each year and the Contractor shall complete the required paperwork for CLIENT to participate in the GEMT Program.
- C. This GEMT Program provides for supplemental payments for allowable costs that are in excess of other Medicaid revenue received for emergency medical transportation services to Medicaid eligible recipients.
- D. PCG shall be familiar with the GEMT Program in the State of Idaho, and all the rules, regulations and requirements associated with the Program.
- E. PCG shall have the knowledge, skills, and ability to fully complete the required cost reports to the State of Idaho within the time frame prescribed by the Idaho Department of Health and Welfare.
- F. PCG shall have knowledge of the data and cost reporting principles specified in Idaho Statutes.
- G. PCG shall have knowledge and experience in the completion of all Schedules as required by the Program.
- H. CLIENT will provide PCG with all of the required data needed to complete the Schedules; however, PCG is responsible for accurate completion of the Schedules.



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- I. PCG shall be able to accept from CLIENT, in electronic submission form, all information via a secure connection in accordance with HIPAA.
  - J. If the completed cost report is rejected by Idaho Department of Health and Welfare, PCG shall work with CLIENT to make the necessary corrections and/or modifications and re-submit the report before the required filing deadline.
  - K. PCG shall keep CLIENT informed of all updates relating to the GEMT program and estimate the impact of future changes in Medicaid reimbursement.
  - L. PCG shall support CLIENT in establishing the legal and operational ground to participate in the GEMT program.
  - M. PCG shall draft supporting documentation and flow processes for presentation to CLIENT and assist with messaging and review presentations for governmental relationship staff as needed.
  - N. PCG shall monitor claims and cash flows of GEMT program to ensure CLIENT receives appropriate benefit from the program and has met documentation needs.
  - O. PCG agrees to receive compensation for Contracted Services on a contingency fee basis. This compensation will be based on payments received by CLIENT under the GEMT Program.
  - P. If, as a result of an audit by any governmental or regulatory agency, a refund is required by CLIENT, PCG agrees to pay no more than the portion of the compensation fee, as set forth in Attachment B, that was paid on the amount being refunded and will otherwise not be liable for any other costs, fees, expenses, damages, or amounts.



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## ATTACHMENT B COMPENSATION

- A. Compensation for the first partial year cost reporting period submission (presumably submission in August of 2025 for the prior 8-month prior period namely, January 26, 2023-September 30, 2023) is at a rate of fifteen percent (15%) of the federal share portion of payments received by the CLIENT under the Ground Emergency Medical Transportation (GEMT) program, with a minimum of \$5,000.
- B. Compensation for the second annual cost reporting period submission (presumably submission in April of 2026 for the prior 12-month prior period namely, October 1, 2023-September 30, 2024) is at a rate of fifteen percent (15%) of the federal share portion of payments received by the CLIENT under the Ground Emergency Medical Transportation (GEMT) program, with a minimum of \$5,000.
- C. Compensation for the third annual cost reporting period submission (presumably submission in April of 2026 for the prior 12-month prior period namely, October 1, 2024-September 30, 2025) is at a rate of twelve percent (12%) of the federal share portion of payments received by the CLIENT under the Ground Emergency Medical Transportation (GEMT) program, with a minimum of \$5,000.
- D. Compensation for the fourth annual cost reporting period submission (presumably submission in March of 2027 for the prior 12-month prior period namely, October 1, 2025-September 30, 2026) is at a rate of ten percent (10%) of the federal share portion of payments received by the CLIENT under the Ground Emergency Medical Transportation (GEMT) program, with a minimum of \$5,000.
- E. Compensation for the fifth annual cost reporting period submission (presumably submission in March of 2028 for the prior 12-month prior period namely, October 1, 2026-September 30, 2027) is at a rate of ten percent (10%) of the federal share portion of payments received by the CLIENT under the Ground Emergency Medical Transportation (GEMT) program, with a minimum of \$5,000.
- F. If CLIENT is a good-standing member of the Idaho Fire Chiefs Association (IFCA), CLIENT fees shall be discounted by 10% of the total fee if CLIENT is a member of the IFCA during the applicable reporting period. For example, a fee of 15% for a client would be reduced to a fee of 13.5% with current membership to IFCA.
- G. Compensation for any optional one (1) year contract extension period shall be negotiated and appropriated at that time.



# Request for Ambulance Standby Fee Waiver

Pocatello Fire Department

**Submitted On:**

Jun 17, 2025, 10:04AM MDT

<b>Name</b>	<b>First Name:</b> Connie <b>Last Name:</b> Wynn
<b>Address</b>	<b>Street Address:</b> 5937 North Rapid Creek Road <b>City:</b> Inkom <b>State:</b> ID <b>Zip:</b> 83245
<b>Phone</b>	208-220-2007
<b>Email</b>	connie@cooper-larsen.com
<b>Organization</b>	Marsh Valley Pioneer Days Rodeo
<b>Name of Event</b>	Marsh Valley Pioneer Days Rodeo (McCammon Rodeo)
<b>Type of Event</b>	Rodeo
<b>Event Location</b>	McCammon Rodeo Grounds, McCammon, Idaho
<b>Event Website</b>	
<b>Estimated Number of Attendees Per Day</b>	500
<b>Event Date(s)</b>	July 11 - 12, 2025
<b>Total Hours of Ambulance Standby Requested</b>	10-12
<b>Matching Contribution</b>	
<b>Why should a waiver be considered?</b>	Marsh Valley Pioneer Day Rodeo (McCammon Rodeo) will have the main performance of the rodeo on Friday July 11, 2025 starting at 7:00 p.m. and Saturday, July 12, 2025 starting at 7:00 p.m. with slack being on Saturday, July 12, 2025 starting at 8:00 a.m. This rodeo is a ran by volunteers of the Marsh Valley Rodeo Committee and would like to request a waiver of the ambulance fee to have the Bannock County Ambulance on Standby. New this year is the ambulance station in McCammon Idaho but in the years past it has always been the ambulance from Lava Hot Springs that has come over to cover this event. We will also have other EMTs in attendance as my husband, Van Wynn, who is an EMT and has previously been part of the Downey Volunteer Ambulance will be at each of the performances with his jump kit.
<b>Signature Data</b>	First Name: Connie Last Name: Wynn Email Address: connie@cooper-larsen.com

*Connie Wynn*

Signed at: June 17, 2025 10:04am America/Denver



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

**ERNIE MOSER**  
 Commissioner  
 1st District

**JEFF HOUGH**  
 Commissioner  
 2nd District

**KEN BULLOCK**  
 Commissioner  
 3rd District

**AGENDA REQUEST FORM**

*The Board of Bannock County Commissioners business meetings are generally held on **Tuesday at 9:00 AM** in the Commissioners' Chambers in the Bannock County Courthouse, 624 E. Center, Room 212, Pocatello, Idaho, or as noticed **48 hours** prior to the meeting at <https://www.bannockcounty.us/commissioners/>. Agenda times are subject to change within **15 minutes** of scheduled time. Any person(s) needing special meetings should contact the Commissioner's Office at [208-236-7210](tel:208-236-7210), three to five working days before the meeting.*

**E-mail this completed form and any supporting documents to [agendarequest@bannockcounty.us](mailto:agendarequest@bannockcounty.us) by NOON on the Thursday prior to the scheduled meeting.**

**Name/Department:**

Shanda Crystal/Chief Procurement Officer

**Item to be considered/background:**

Request to discuss change orders with Headwaters for the YDC/Event Center Building.

**How much time will be needed? Meeting date requested:**

10 minutes

6/24/25

**Does this item involve a contract, agreement, external funding application or award acceptance?**

YES  NO

**Have all supporting documents been included with this form?**

YES  NO

**List of attendees:**

Daniel Kendall

**Please include any supporting documents with your Agenda Session Request Form.**

Commissioner Office Only: Date: <u>6/24/25</u> Time: _____
---

**PCO #003**

Headwaters Construction Company  
 900 Jet Stream Dr  
 Rexburg, Idaho 83440  
 Phone: (866) 496-9868  
 Fax: (866) 496-0209

**Project:** 224105 - YDC/EVENT CENTER OFFICE  
 10588 Fairground Dr  
 Pocatello, Idaho 83202

## Prime Contract Potential Change Order #003: CE #003 - Office 211 Window Change

<b>TO:</b>	Bannock County	<b>FROM:</b>	Headwaters Construction Company 900 Jet Stream Drive Rexburg, Idaho 83440
<b>PCO NUMBER/REVISION:</b>	003 / 0	<b>CONTRACT:</b>	1 - YDC/EVENT CENTER OFFICES
<b>REQUEST RECEIVED FROM:</b>	Jack Packer (Headwaters Construction Company)	<b>CREATED BY:</b>	Jack Packer (Headwaters Construction Company)
<b>STATUS:</b>	Approved	<b>CREATED DATE:</b>	4/21/2025
<b>REFERENCE:</b>		<b>PRIME CONTRACT CHANGE ORDER:</b>	None
<b>FIELD CHANGE:</b>	No		
<b>LOCATION:</b>		<b>ACCOUNTING METHOD:</b>	Amount Based
<b>SCHEDULE IMPACT:</b>	0 days	<b>PAID IN FULL:</b>	No
<b>EXECUTED:</b>	Yes	<b>SIGNED CHANGE ORDER RECEIVED DATE:</b>	
		<b>TOTAL AMOUNT:</b>	\$0.00

**POTENTIAL CHANGE ORDER TITLE:** CE #003 - Office 211 Window Change

**CHANGE REASON:** Client Request

**POTENTIAL CHANGE ORDER DESCRIPTION:** *(The Contract Is Changed As Follows)*

CE #003 - Office 211 Window Change  
 Replace Storefront window in office 211 to a hollow metal frame.

**ATTACHMENTS:**

#	Budget Code	Description	Amount
1	08-081000.S.O DOORS & FRAMES-SUB		\$200.00
2	08-081000.P.O DOORS & FRAMES-P.O.		\$428.94
3	00-008000.M.O PROFIT & OVERHEAD-MISC		\$34.59
4	00-007317.M.O GENERAL LIABILITY INSURANCE-MISC		\$3.08
5	00-007200.M.O OWNER CONTINGENCY-MISC.Other		\$(666.61)
<b>Subtotal:</b>			<b>\$0.00</b>
Profit and OH (0.00% ):			\$0.00
General Liability (0.00% ):			\$0.00
<b>Grand Total:</b>			<b>\$0.00</b>



PCO #003

Ted Booth (BOOTH ARCHITECTURE, PLLC)  
340 East Clark Street, Ste A  
Pocatello, Idaho 83201

*[Handwritten Signature]* *6/19/25*  
SIGNATURE DATE

Bannock County

*6/24/25*  
SIGNATURE *Jeff Hough* DATE

Headwaters Construction Company  
900 Jet Stream Drive  
Rexburg, Idaho 83440

**Jack Packer**  
Digitally signed by Jack Packer  
DN: C=US,  
E=jpacker@headwaterscc.com,  
CN=Jack Packer  
Date: 2025.06.06  
12:42:13-06'00'  
SIGNATURE DATE



**PCO #005**

Headwaters Construction Company  
 900 Jet Stream Dr  
 Rexburg, Idaho 83440  
 Phone: (866) 496-9868  
 Fax: (866) 496-0209

**Project:** 224105 - YDC/EVENT CENTER OFFICE  
 10588 Fairground Dr  
 Pocatello, Idaho 83202

**Prime Contract Potential Change Order #005: CE #007 - New Gas Line**

<b>TO:</b>	Bannock County	<b>FROM:</b>	Headwaters Construction Company 900 Jet Stream Drive Rexburg, Idaho 83440
<b>PCO NUMBER/REVISION:</b>	005 / 0	<b>CONTRACT:</b>	1 - YDC/EVENT CENTER OFFICES
<b>REQUEST RECEIVED FROM:</b>		<b>CREATED BY:</b>	Jack Packer (Headwaters Construction Company)
<b>STATUS:</b>	Approved	<b>CREATED DATE:</b>	5/6/2025
<b>REFERENCE:</b>		<b>PRIME CONTRACT CHANGE ORDER:</b>	#002 - New Gas Line
<b>FIELD CHANGE:</b>	No		
<b>LOCATION:</b>		<b>ACCOUNTING METHOD:</b>	Amount Based
<b>SCHEDULE IMPACT:</b>	0 days	<b>PAID IN FULL:</b>	No
<b>EXECUTED:</b>	Yes	<b>SIGNED CHANGE ORDER RECEIVED DATE:</b>	
		<b>TOTAL AMOUNT:</b>	\$0.00

**POTENTIAL CHANGE ORDER TITLE:** CE #007 - New Gas Line

**CHANGE REASON:** Client Request

**POTENTIAL CHANGE ORDER DESCRIPTION:** *(The Contract Is Changed As Follows)*  
 CE #007 - New Gas Line  
 Intermountain Gas Line Install

**ATTACHMENTS:**

[Intermountain Gas Service Request Invoice.pdf](#)

#	Budget Code	Description	Amount
1	23-230000.D.O HVAC-DIRECT.Other	New Gas Line	\$2,856.88
2	00-008000.M.O PROFIT & OVERHEAD-MISC		\$157.12
3	00-007317.M.O GENERAL LIABILITY INSURANCE-MISC		\$13.99
4	00-007200.M.O OWNER CONTINGENCY-MISC.Other		\$(3,027.99)
<b>Grand Total:</b>			<b>\$0.00</b>

**Ted Booth (BOOTH ARCHITECTURE, PLLC)**  
 340 East Clark Street, Ste A  
 Pocatello, Idaho 83201

**Bannock County**

**Headwaters Construction Company**  
 900 Jet Stream Drive  
 Rexburg, Idaho 83440

**Jack Packer**  
 Digitally signed by Jack Packer  
 DN: C=US,  
 E=jpacker@headwaterscc.com,  
 CN=Jack Packer  
 Date: 2025.06.19  
 11:43:52-06'00'

SIGNATURE DATE

SIGNATURE DATE

SIGNATURE DATE



# PCO #006

Headwaters Construction Company  
 900 Jet Stream Dr  
 Rexburg, Idaho 83440  
 Phone: (866) 496-9868  
 Fax: (866) 496-0209

**Project:** 224105 - YDC/EVENT CENTER OFFICE  
 10588 Fairground Dr  
 Pocatello, Idaho 83202

## Prime Contract Potential Change Order #006: CE #008 - Door Lock Revision

<b>TO:</b>	Bannock County	<b>FROM:</b>	Headwaters Construction Company 900 Jet Stream Drive Rexburg, Idaho 83440
<b>PCO NUMBER/REVISION:</b>	006 / 0	<b>CONTRACT:</b>	1 - YDC/EVENT CENTER OFFICES
<b>REQUEST RECEIVED FROM:</b>		<b>CREATED BY:</b>	Jack Packer (Headwaters Construction Company)
<b>STATUS:</b>	Pending - In Review	<b>CREATED DATE:</b>	5/7/2025
<b>REFERENCE:</b>		<b>PRIME CONTRACT CHANGE ORDER:</b>	None
<b>FIELD CHANGE:</b>	No		
<b>LOCATION:</b>		<b>ACCOUNTING METHOD:</b>	Amount Based
<b>SCHEDULE IMPACT:</b>	0 days	<b>PAID IN FULL:</b>	No
<b>EXECUTED:</b>	No	<b>SIGNED CHANGE ORDER RECEIVED DATE:</b>	
		<b>TOTAL AMOUNT:</b>	\$0.00

**POTENTIAL CHANGE ORDER TITLE:** CE #008 - Door Lock Revision

**CHANGE REASON:** Client Request

**POTENTIAL CHANGE ORDER DESCRIPTION:** *(The Contract Is Changed As Follows)*  
 CE #008 - Door Lock Revision  
 Provide door hardware per submittal review based on direction from Scotts Lock & Key.

**ATTACHMENTS:**

[Bannock County Event Center - Access Control Documentation.pdf](#) , [\\_Event Center CO#03 lock changes 04-24-25.pdf](#)

#	Budget Code	Description	Amount
1	08-081000.P.O DOORS & FRAMES-P.O.		\$900.60
2	00-008000.M.O PROFIT & OVERHEAD-MISC		\$49.53
3	00-007317.M.O GENERAL LIABILITY INSURANCE-MISC		\$4.41
4	00-007200.M.O OWNER CONTINGENCY-MISC.Other		\$(954.54)
<b>Grand Total:</b>			<b>\$0.00</b>

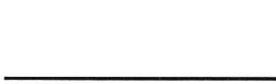
**Ted Booth (BOOTH ARCHITECTURE, PLLC)**  
 340 East Clark Street, Ste A  
 Pocatello, Idaho 83201

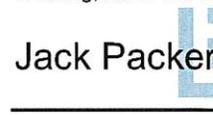
**Bannock County**

**Headwaters Construction Company**

900 Jet Stream Drive  
 Rexburg, Idaho 83440

 6/17/25  
 SIGNATURE DATE

 6/24/25  
 SIGNATURE DATE

 6/24/25  
 SIGNATURE DATE

Digitally signed by Jack Packer  
 DN: C=US,  
 E=jackp@headwaterscc.com,  
 CN=Jack Packer  
 Date: 2025.06.06 12:42:55-06'00'

83  
**224105 - YDC/EVENT  
CENTER OFFICE**

10588 Fairground Dr  
Pocatello, Idaho 83202  
United States

**Headwaters Construction Company**  
900 Jet Stream Dr  
Rexburg, Idaho 83440  
United States  
(866) 496-9868

---

<b>Title</b>	<b>Submittal Manager</b>
Storefront Hardware Re-Submittal	Philip Nash
<b>Spec Section</b>	<b>Type</b>
08 4113 - Storefront	Product Information
<b>Number</b>	<b>Rev</b>
08 4113-03	0

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**Description**

Please resubmit door hardware based on additional information provided by the county.

UPDATE: per conversation with Scotts lock and key, who will be the locksmith for this job, door hardware should be ordered to work with "small format IC cores by Best" feel free to reach out if you have any questions.

Reviewed     Comments Noted

This shop drawing/submittal is submitted for the purposes of fabrication/installation of the materials identified. Contractor has reviewed the submittal for general compliance with the contract documents. Any deviations from the contract documents observed by contractor have been noted. The party supplying the material remains responsible for: (1) Compliance with the contract documents, (2) the accuracy and completeness of details such as dimensions and quantities, (3) field measurements as required, and (4) construction of a complete and workable installation satisfactory for the work included. Contractor is not a design professional and renders no opinion about the structural integrity or suitability of the materials for the project.

# Change Order

## 368191 - Event Center Office/Classroom

### Contemplated Change Order #3 Revisions per return sub 04.21.2025

-1	Single Door #108A	Jan/ Mech 107 to IT 108			RHR
1	Single Door #108A	Jan/ Mech 107 to IT 108			RHR
1	Passage Lockset	195N		26D	VA01
-1	STOREROOM	MARKS 195RF		US26D	VA01
-1	Single Door #218A	Hallway 217 to Mens 218			RH
1	Single Door #218A	Hallway 217 to Mens 218			RH
1	3070 SGL 534 M 16 CR SW1 RH (E1; MP6; U453)				
-1	3070 SGL 534 M 16 CR SW1 RH (MP6; U453)				
-1	Privacy Lockset	195 L		626	VA01
1	Leverset	ND40 RHO IS-LOCFR	RH	626	SC
-1	Single Door #222A	Hallway 217 to Employee Restroom			RH
1	Single Door #222A	Hallway 217 to Employee Restroom			RH
1	3070 SGL 534 M 16 CR SW1 RH (E1; MP6; U453)				
-1	3070 SGL 534 M 16 CR SW1 RH (MP6; U453)				
-1	Privacy Lockset	195 L		626	VA01
1	Leverset	ND40 RHO IS-LOCFR	RH	626	SC
-1	Single Door #223A	Hallway 217 to Womens 223			LH
1	Single Door #223A	Hallway 217 to Womens 223			LH
1	3070 SGL 534 M 16 CR SW1 LH (E1; MP6; U453)				
-1	3070 SGL 534 M 16 CR SW1 LH (MP6; U453)				
-1	Privacy Lockset	195 L		626	VA01
1	Leverset	ND40 RHO IS-LOCFR	LH	626	SC

#### Section Totals

08 11 13 Hollow Metal Doors & Frames	0.00
08 71 11 Finish Hardware	900.60

Pre-Tax Total: **900.60**

#### Taxes

10898	ID-IDAHO STATE TAX	54.04
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Tax Total: **54.04**

Grand Total: **954.64**



# PCO #007

Headwaters Construction Company  
 900 Jet Stream Dr  
 Rexburg, Idaho 83440  
 Phone: (866) 496-9868  
 Fax: (866) 496-0209

**Project:** 224105 - YDC/EVENT CENTER OFFICE  
 10588 Fairground Dr  
 Pocatello, Idaho 83202

## Prime Contract Potential Change Order #007: CE #012 - Xcell Engineering

<b>TO:</b>	Bannock County	<b>FROM:</b>	Headwaters Construction Company 900 Jet Stream Drive Rexburg, Idaho 83440
<b>PCO NUMBER/REVISION:</b>	007 / 0	<b>CONTRACT:</b>	1 - YDC/EVENT CENTER OFFICES
<b>REQUEST RECEIVED FROM:</b>		<b>CREATED BY:</b>	Jack Packer (Headwaters Construction Company)
<b>STATUS:</b>	Approved	<b>CREATED DATE:</b>	6/6/2025
<b>REFERENCE:</b>		<b>PRIME CONTRACT CHANGE ORDER:</b>	None
<b>FIELD CHANGE:</b>	No		
<b>LOCATION:</b>		<b>ACCOUNTING METHOD:</b>	Amount Based
<b>SCHEDULE IMPACT:</b>	0 days	<b>PAID IN FULL:</b>	No
<b>EXECUTED:</b>	Yes	<b>SIGNED CHANGE ORDER RECEIVED DATE:</b>	
		<b>TOTAL AMOUNT:</b>	\$0.00

**POTENTIAL CHANGE ORDER TITLE:** CE #012 - Xcell Engineering

**CHANGE REASON:** Allowance

**POTENTIAL CHANGE ORDER DESCRIPTION:** (The Contract Is Changed As Follows)

CE #012 - Xcell Engineering  
3rd Party Testing

**ATTACHMENTS:**

[May 29, 2025.pdf](#)

#	Budget Code	Description	Amount
1	31-310000.D.O EARTHWORK-DIRECT.Other		\$4,477.50
2	00-008000.M.O PROFIT & OVERHEAD-MISC		\$246.26
3	00-007317.M.O GENERAL LIABILITY INSURANCE-MISC		\$21.93
4	00-007200.M.O OWNER CONTINGENCY-MISC.Other		\$(4,745.69)
<b>Grand Total:</b>			<b>\$0.00</b>

**Ted Booth (BOOTH ARCHITECTURE, PLLC)**

340 East Clark Street, Ste A  
Pocatello, Idaho 83201

**Bannock County**

**Headwaters Construction Company**

900 Jet Stream Drive  
Rexburg, Idaho 83440

 6/24/25  
 SIGNATURE DATE

 6/24/25  
 SIGNATURE DATE

**Jack Packer**  
 Digitally signed by Jack Packer  
 DN: C=US,  
 E=jpacker@headwaterscc.com,  
 CN=Jack Packer  
 Date: 2025.06.06 12:43:25-0600'  
 SIGNATURE DATE



# PCO #008

Headwaters Construction Company  
 900 Jet Stream Dr  
 Rexburg, Idaho 83440  
 Phone: (866) 496-9868  
 Fax: (866) 496-0209

**Project:** 224105 - YDC/EVENT CENTER OFFICE  
 10588 Fairground Dr  
 Pocatello, Idaho 83202

## Prime Contract Potential Change Order #008: CE #011 - Access Control Hardw

<b>TO:</b>	Bannock County	<b>FROM:</b>	Headwaters Construction Company 900 Jet Stream Drive Rexburg, Idaho 83440
<b>PCO NUMBER/REVISION:</b>	008 / 0	<b>CONTRACT:</b>	1 - YDC/EVENT CENTER OFFICES
<b>REQUEST RECEIVED FROM:</b>	Jack Packer (Headwaters Construction Company)	<b>CREATED BY:</b>	Jack Packer (Headwaters Construction Company)
<b>STATUS:</b>	Approved	<b>CREATED DATE:</b>	6/6/2025
<b>REFERENCE:</b>		<b>PRIME CONTRACT CHANGE ORDER:</b>	None
<b>FIELD CHANGE:</b>	No		
<b>LOCATION:</b>		<b>ACCOUNTING METHOD:</b>	Amount Based
<b>SCHEDULE IMPACT:</b>	0 days	<b>PAID IN FULL:</b>	No
<b>EXECUTED:</b>	Yes	<b>SIGNED CHANGE ORDER RECEIVED DATE:</b>	
		<b>TOTAL AMOUNT:</b>	\$0.00

**POTENTIAL CHANGE ORDER TITLE:** CE #011 - Access Control Hardw

**CHANGE REASON:** Design Development

**POTENTIAL CHANGE ORDER DESCRIPTION:** *(The Contract Is Changed As Follows)*

CE #011 - Access Control Hardware  
 Provide and install updated hardware to accommodate added access control.

**ATTACHMENTS:**

[BANNOCK YOUTH CO - Precision.pdf](#)

#	Budget Code	Description	Amount
1	08-084100.S.O ENTRANCES & STOREFRONTS-SUB		\$9,418.00
2	00-008000.M.O PROFIT & OVERHEAD-MISC		\$517.99
3	00-007317.M.O GENERAL LIABILITY INSURANCE-MISC		\$46.14
4	00-007200.M.O OWNER CONTINGENCY-MISC.Other		\$(9,982.13)
<b>Grand Total:</b>			<b>\$0.00</b>

**Ted Booth (BOOTH ARCHITECTURE, PLLC)**

340 East Clark Street, Ste A  
 Pocatello, Idaho 83201

**Bannock County**

**Headwaters Construction Company**

900 Jet Stream Drive  
 Rexburg, Idaho 83440

 6/17/25  
 SIGNATURE DATE

 6/24/25  
 SIGNATURE DATE

  
 Digitally signed by Jack Packer  
 DN: C=US,  
 E=jpacker@headwaterscc.com,  
 CN=Jack Packer  
 Date: 2025.06.06 12:41:38-06'00'  
 SIGNATURE DATE



PCO #009

Headwaters Construction Company  
900 Jet Stream Dr  
Rexburg, Idaho 83440  
Phone: (866) 496-9868  
Fax: (866) 496-0209

Project: 224105 - YDC/EVENT CENTER OFFICE  
10588 Fairground Dr  
Pocatello, Idaho 83202

### Prime Contract Potential Change Order #009: CE #013 - Water Line Crossing

<b>TO:</b>	Bannock County	<b>FROM:</b>	Headwaters Construction Company 900 Jet Stream Drive Rexburg, Idaho 83440
<b>PCO NUMBER/REVISION:</b>	009 / 0	<b>CONTRACT:</b>	1 - YDC/EVENT CENTER OFFICES
<b>REQUEST RECEIVED FROM:</b>		<b>CREATED BY:</b>	Jack Packer (Headwaters Construction Company)
<b>STATUS:</b>	Approved	<b>CREATED DATE:</b>	6/16/2025
<b>REFERENCE:</b>		<b>PRIME CONTRACT CHANGE ORDER:</b>	None
<b>FIELD CHANGE:</b>	No		
<b>LOCATION:</b>		<b>ACCOUNTING METHOD:</b>	Amount Based
<b>SCHEDULE IMPACT:</b>	0 days	<b>PAID IN FULL:</b>	No
<b>EXECUTED:</b>	Yes	<b>SIGNED CHANGE ORDER RECEIVED DATE:</b>	
		<b>TOTAL AMOUNT:</b>	\$0.00

POTENTIAL CHANGE ORDER TITLE: CE #013 - Water Line Crossing

CHANGE REASON: Design Development

POTENTIAL CHANGE ORDER DESCRIPTION: (The Contract Is Changed As Follows)

CE #013 - Water Line Crossing Credit

Credit for water line crossing initially anticipated to conflict with sewer line installation, but was ultimately not in the path of work.

ATTACHMENTS:

#	Budget Code	Description	Amount
1	31-310000.S.O EARTHWORK-SUB		\$(13,850.00)
2	00-007200.M.O OWNER CONTINGENCY-MISC.Other		\$13,850.00
<b>Grand Total:</b>			<b>\$0.00</b>

Ted Booth (BOOTH ARCHITECTURE, PLLC)

340 East Clark Street, Ste A  
Pocatello, Idaho 83201

Bannock County

Headwaters Construction Company

900 Jet Stream Drive  
Rexburg, Idaho 83440

  
SIGNATURE                      DATE 6/19/25

  
SIGNATURE                      DATE 6/12/25

  
Jack Packer  
Digitally signed by Jack Packer  
DN: C=US,  
E=jpacker@headwaterscc.com,  
CN=Jack Packer  
Date: 2025.06.16 09:40:43-06'00'  
SIGNATURE                      DATE

## BANNOCK COUNTY COMMISSIONERS

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



ERNIE MOSER  
 Commissioner  
 1st District

JEFF HOUGH  
 Commissioner  
 2nd District

KEN BULLOCK  
 Commissioner  
 3rd District

## Business Meeting Agenda Request Form

The Board of Bannock County Commissioners business meetings are generally held on **Tuesday at 9:15 a.m.** in the Commissioners' Chambers in the Bannock County Courthouse, Room 212; 624 E Center Pocatello, Idaho or as noticed **48 hours** prior to the meeting at <https://bannockcounty.us/commissioners/>. The Commissioners also hold meetings throughout the week as coordinated with the Commissioners' staff. Agenda times are subject to change within **15 minutes** of scheduled time. Any person(s) needing special accommodations to participate in public meetings should contact the Commissioners' Office at 208-236-7210, three to five working days before the meeting.

Requestor Name:

Kristi Klauser

Department:

Auditing

Requestor Email:

kristik@bannockcounty.us

Item(s) to be considered:

Request authorization to do manual checks for Blue Cross on 7/10 and 7/17 and also a check to restock beer for the wellness complex the week of 7/14/25 due to 2 concerts while the commission is at NACo. These checks will be ratified on 7/22/25.

Date of meeting being requested:

06/24/2025

Time requested:

5 Minutes

Does the request involve a contract, agreement, external funding, or award acceptance?

No

Contract/Agreement Begin Date:

Contract/Agreement End Date:

List of additional attendees:



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

ERNIE MOSER  
Commissioner  
1st District

JEFF HOUGH  
Commissioner  
2nd District

JOHN CROWDER  
Commissioner  
3rd District

**AGENDA REQUEST FORM**

*The Board of Bannock County Commissioners business meetings are generally held on **Tuesday at 9:00 AM** in the Commissioners' Chambers in the Bannock County Courthouse, 624 E. Center, Room 212, Pocatello, Idaho, or as noticed **48 hours** prior to the meeting at <https://www.bannockcounty.us/commissioners/>. Agenda times are subject to change within **15 minutes** of scheduled time. Any person(s) needing special meetings should contact the Commissioner's Office at **208-236-7210**, three to five working days before the meeting.*

**E-mail this completed form and any supporting documents to [agendarequest@bannockcounty.us](mailto:agendarequest@bannockcounty.us) by NOON on the Thursday prior to the scheduled meeting.**

**Name/Department:**

Matthew K. Phillips / Human Resources & Risk Management

**Item to be considered/background:**

Reveiw and approval of an agreement regarding a personnel matter. Potential to enter executive session under personnel IC 74-206 (1) (a) and (b).

**How much time will be needed? Meeting date requested:**

5-10 minutes

6/24/25

**Does this item involve a contract, agreement, external funding application or award acceptance?**

YES  NO

**Have all supporting documents been included with this form?**

YES  NO

**List of attendees:**

Bannock County Prosecutor Office attendee

**Please include any supporting documents with your Agenda Session Request Form.**

Commissioner Office Only:  
Date: 7/24/25 Time: \_\_\_\_\_

In the Matter of BANNOCK COUNTY )  
BURN BAN ON OPEN FIRES )

R.S. No. 2025-42  
 June 24, 2025

### RESOLUTION

WHEREAS, upon recommendation from the Bannock County Sheriff and the Emergency Management Director to the Bannock County Commissioners and pursuant to Idaho Code §§39-2609(4) and 39-2602 and Bannock County Ordinance 1992-2; and

WHEREAS, the Board of County Commissioners of Bannock County, Idaho, are granted authority under Bannock County Ordinance 1992-2 to prohibit open fires in any unincorporated areas that constitute a severe fire threat based on the vegetative conditions during the fire season; and

WHEREAS, under Idaho Code §31-2227, the Bannock County Sheriff has the primary responsibility of enforcing all penal statues of the State of Idaho;

NOW, THEREFORE, BE IT RESOLVED that effective July 1, 2025, a ban on certain types of fires has been put in place for all of Bannock County. Many of the fire officials from the municipalities and fire districts throughout Bannock County worked together to create a unified burn ban with the intent of reducing the risk of wildfires.

No open burning or fireworks are allowed within the Wildland-Urban Interface Areas of Bannock County because of anticipated fire danger. The use of commercial gas fire pits and appliances designed for food prep, such as gas grills and/or charcoal briquettes, are exempted from the ban when used according to the manufacturer's instructions.

Campfires and recreational fires are allowed in developed campgrounds and private property with the limitations that any fire is contained within a pit or ring not to exceed three feet in diameter and located at least 25 feet from structures or ignitable objects and the flames should not exceed three feet in height and should be screened to eliminate airborne embers.

Only non-aerial fireworks are allowed in non-wildland urban interface areas. Per Idaho State Code, no aerial fireworks are allowed anywhere except for approved professional fireworks displays.

In The Matter of AUTHORIZATION TO )  
DISPOSE SURPLUS ASSETS/PROPERTY )

R.S. No 2025-43  
 June 24, 2025

**RESOLUTION**

WHEREAS, Idaho Code §§31-807 and 31-808 vest the power and authority to manage real and personal property for the benefit of the County with the Board of County Commissioners; and

WHEREAS, Idaho Code §31-829 provides that whenever any elected official has any personal property belonging to the county under his/her jurisdiction or control which, in his/her judgment, is of no further use to the county, he/she may, with the consent of the Board of County Commissioners, dispose of the property through sale or other means; and

WHEREAS, the following assets/property are of no further use to the County:

Quantity	Description	County Asset Number/VIN
1	Canon IR1023 Printer	TJR03771 – Courts
2	Red stationary chair	Ag Extension
2	Steelcase desk	Ag Extension
1	L-shape cubicle partition	Ag Extension

and

WHEREAS, it was recommended to dispose of the above items.

NOW THEREFORE, IT IS HEREBY RESOLVED that the above property is declared to be surplus and be disposed of properly.

BOARD OF BANNOCK COUNTY COMMISSIONERS

\_\_\_\_\_  
 Jeff Hough, Chair

\_\_\_\_\_  
 Ernie Moser, Member

\_\_\_\_\_  
 Ken Bullock, Member

ATTEST: \_\_\_\_\_  
 Jason C. Dixon, Clerk

In the Matter of APPROVING )  
TAX CANCELLATION REQUESTS )

R.S. No. 2025-44  
June 10, 2025

**RESOLUTION**

WHEREAS, requests for cancellation of taxes were considered on June 10, 2025; and

WHEREAS, these cancellation requests have been reviewed pursuant to Idaho Code §§63-711, 63-1302, 63-1303 and 63-1304;

NOW, THEREFORE, BE IT RESOLVED that the County Tax Collector, Jennifer Clark, is hereby authorized and directed to cancel the following on the tax rolls as listed by year:

- (1) At the request of Assessor Anita Hymas, in a letter dated June 10, 2025, for cancellation of **market value** for the **2023 and 2024** tax year.

PARCEL NO.	OWNER	EXPLANATION	VALUE TO CANCEL
<b>2024</b>			
RPRCCAM000401	Rainsdom, Adam	HEX not applied	\$125,000
RPRPSM2000701	Wagner, Matthew	HEX not applied	\$125,000
MHMHCM1002503	Atkinson, Jeffrey	HEX not applied	\$7,805
RPRPHL3001900	Dahl, Anna	HEX removed in error	\$125,000
<b>2023</b>			
RPRPSM2000701	Wagner, Matthew	HEX not applied	\$125,000

BOARD OF BANNOCK COUNTY COMMISSIONERS

\_\_\_\_\_  
Jeff Hough, Chair

\_\_\_\_\_  
Ernie Moser, Member

\_\_\_\_\_  
Ken Bullock, Member

ATTEST: \_\_\_\_\_  
Jason C. Dixon, Clerk



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

ERNIE MOSER  
Commissioner  
1st District

JEFF HOUGH  
Commissioner  
2nd District

KEN BULLOCK  
Commissioner  
3rd District

**AGENDA REQUEST FORM**

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**E-mail this completed form and any supporting documents to [agendarequest@bannockcounty.us](mailto:agendarequest@bannockcounty.us) by NOON on the Thursday prior to the scheduled meeting.**

**Name/Department:**

Tereca Argyle / Sheriff's Office

**Item to be considered/background:**

FY2025 5th Patrol Vehicle Lease Schedule - Needs Signatures

**How much time will be needed? Meeting date requested:**

Signature Only

6/24/25

**Does this item involve a contract, agreement, external funding application or award acceptance?**

YES  NO

**Have all supporting documents been included with this form?**

YES  NO

**List of attendees:**

N/A - Signature Only

**Please include any supporting documents with your Agenda Session Request Form.**

Commissioner Office Only:  
Date: 6/24/25 Time: \_\_\_\_\_



CPEN-END LEASE SCHEDULE

The following vehicle is hereby added to the Master Lease Agreement Open-End Lease dated 09/16/2020, (the "Master Lease Agreement") between The Bancorp Bank, National Association (formerly known as The Bancorp Bank) (Lessor) and Bannock County (Lessee).

Date 06/12/2025

Customer & Unit #s 21598 - TBD

Year, Make & Model	VIN	Garaging Address
2025 Chevrolet Tahoe PPV (Police) 4WD PPV	1GNS6UED1SR238200	624 East Center Street STE 101 Pocahontas, ID 83201 Bannock County

Exterior Color	Interior Color	Optional Equipment	State of Registration	Est. Annual Mileage
White	Black	Emergency Response Equipment, Graphics, Radio	ID	Unlimited

Term & Frequency	<u>5</u> Annual	Security Deposit	<u>\$0.00</u>
Base Payment	<u>\$18,225.05</u>	Down Payment	<u>\$0.00</u>
Sales / Use Tax	<u>Exempt</u>	Termination Value	<u>\$1.00</u>
Total Periodic Annual Payment	<u>\$18,225.05</u>	Estimated Initial Tax & Tags	<u>Exempt</u>
Other	<u>\$0.00</u>		

Additional Terms and Conditions:

<b>LESSEE</b> Bannock County	Signature _____
Signature _____	Title _____
Title <u>Commissioner, Chairman</u>	<b>LESSOR</b> The Bancorp Bank, National Association
Signature _____	Signature <u>[Signature]</u>
Title <u>Commissioner</u>	Title <u>Mike Peterson, VP Leasing Manager</u>

Signature \_\_\_\_\_

Title Commissioner

**BOARD OF BANNOCK COUNTY COMMISSIONERS' PROCEEDINGS – May 2025**

The following is a synopsis of proceedings, pursuant to Idaho Code §31-819, of the Board of Bannock County Commissioners for May 2025, to wit, of which a complete set of minutes is on file at the Bannock County Clerk's Office, Pocatello, Idaho, or can be found online at [www.bannockcounty.gov](http://www.bannockcounty.gov).

May 1: Approved cremation assistance for case number 20250034 and release of lien for case number 20120264. Approved entry/exit executive session – personnel; and action plan. Approved Randy's Tumbling lantern festival and Triple T Productions world series events. Approved invoices, reports and alcohol licenses. Accepted bid for chip seal aggregate from Sunroc for review.

May 6: Approved amended agenda. Approved cremation assistance for case number 20250035. Approved three-year Bonterra subscription. Approved amended road maintenance map. Approved data sharing agreement with Idaho Public Safety Communications Commission. Approved Inkom Quarry blasting permit. Approved list of qualified tax exemption applications. Approved PacifiCorp settlement. Approved contract for attorney/investigator. Approved Resolution Nos. 2025-32 Approving April 2025 Alcohol Licenses and 2025-33 Approving April 2025 Salaries. Approved publication of April proceedings. Approved consent agenda items: alcohol licenses, certificates of residency, salary forms, and minutes.

May 8: Approved amended agenda. Approved LDS temporary access license. Approved Change Order #4 with Headwaters Construction for YDC building. Approved Load 'em in the Dark contract, mower purchase with trade-in, and entry/exit executive session – personnel/ negotiations. Ratified signature on letter regarding withdrawing from urban renewal district. Approved reports, salary forms, residency applications, mileage reimbursement, technology request and cardholder agreement.

May 13: Approved asset forfeiture firearms to be sold at auction. Approved quarterly jail inspection. Reviewed tax exemption applications for qualifications. Approved awarding chip seal bid to Sunroc dba Depatco and contract with Pro Builders for diesel generator installation. Approved entry/exit executive session – personnel. Approved job title reclassification to welder/fabricator. Approved salary forms, alcohol licenses, certificates of residency and minutes. Granted 60-day extension to sell property and waive all interest for the 2021-2024 taxes upon closing for parcel RPRPPLR000300. Approved taking tax deed for parcels RPR3803013208; RPRPCPP124800; RPR4013007013; RPRPPOC309800; and RPRPIN3000800. Approved waiving interest and minimum monthly payments of \$350 to begin in June, and if two months in a row are missed, the interest will not be waived for parcel RPRPHIV000200. Approved waiving 2021 interest upon payment of the 2021 taxes for parcel RPRPHRV002300. Approved waiving outstanding interest for 2021 upon payment of 2021 taxes within 60 days for parcel RPRPSTC000300.

May 15: Approved amended agenda. Approved contract for Interscholastic Cycling League, fee waiver for Rumors' Make-a-Wish event, and to enter a contract with Nuclean for restroom cleaning. Approved developer to enter a construction bond and finalize plat for subdivision that was annexed and now under the City of Pocatello. Approved signature for application for accreditation as service organization representative and Proclamation for Field of Heroes. Approved signature on letters for tax exemption applications. Approved claims agenda items.

May 27: Approved entry/exit executive session – exempt records and settlement request for case number 20100205. Approved entry/exit of Board of Ambulance, to write off deceased patient account balances, and utilizing a piggyback contract from Sourcewell to purchase power cots and power load kits. Approved canvass of votes and mileage reimbursement. Approved contract with Idaho H&W for mosquito abatement surveillance and approved list of items for auction. Approved NDA agreement with Day Wireless. Approved cooperative purchasing agreement with Equalis Group, and change order with Teton West for \$2,684. Approved internship agreements with Idaho State University and Weber State University. Approved rental of Aslett’s Museum of Clean Event Center for the health fair. Approved Resolution No. 2025-34 Authorizing Issuance of Tax Deed to Bannock County on Property for Unpaid Taxes. Approved change of address for Idaho DWR, open-end lease for four Sheriff vehicles, and disposal of assets per the TCA’s request. Approved consent agenda items. Approved vacation of easements in Chilton Subdivision and approved vacation of portions of Burton and Aubrey Drives in Sunnygate Subdivision. FY26 budget prep meetings with Board of Community Guardians, CASA, Lava American Legion, Lave Senior Center, Downey American Legion, Pocatello Senior Center, Pocatello Free Clinic, and SEICAA.

May 29: Approved amended agenda. Approved signing vehicle titles. Approved final plat for South Hills Subdivision and replats for Angileen’s Place at Canyon Heights and Turkey Hollow Subdivision. Approved Cooperative Range Improvement Agreement with BLM. Approved consent agenda. FY26 budget prep meetings with Pocatello Regional Transit, Aid for Friends, Valley Mission, Family Services Alliance, Center for Hope South, South Bannock County Historical Museum, and Health West/Mother Infant Care.

BOARD OF BANNOCK COUNTY COMMISSIONERS

\_\_\_\_\_  
Jeff Hough, Chair

\_\_\_\_\_  
Ernie Moser, Member

\_\_\_\_\_  
Ken Bullock, Member

Attest: \_\_\_\_\_  
Jason C. Dixon, Clerk

Published: June 28, 2025

**BOARD OF BANNOCK COUNTY COMMISSIONERS  
MINUTES CERTIFICATION**

We, the Board of Bannock County Commissioners, hereby certify approval of the minutes of the Bannock County Commissioners' meetings inclusive of the date(s) of May 29, June 10, and 12, 2025, as approved during the meeting of June 24, 2025.

BOARD OF BANNOCK COUNTY COMMISSIONERS

\_\_\_\_\_  
Jeff Hough, Chair

\_\_\_\_\_  
Ernie Moser, Member

\_\_\_\_\_  
Ken Bullock, Member

ATTEST:

\_\_\_\_\_  
Jason C. Dixon, Clerk



## MINUTES OF THE BOARD OF BANNOCK COUNTY COMMISSIONERS

### Meeting Details

Date of Meeting:	Thursday, May 29, 2025
Commissioners present:	Ernie Moser, Jeff Hough, and Ken Bullock
Clerk of the Board:	Jason C. Dixon
Absent Board Members:	
Staff present:	Deputy Clerk Nancy Allen, Comptroller Kristi Klauser, and Attorney Jon Radford

### Agenda Details

AGENDA	
	<b>Agenda:</b>
1	<ul style="list-style-type: none"> <li>Kristi Klauser, Auditing, regarding (1) a review of projected fund balance, and (2) signature on titles of vehicles that are being disposed of (requested 10 minutes) (action item)</li> </ul>
2	<ul style="list-style-type: none"> <li>Alisse Foster, Planning, requesting review and approval for final plat for (1) South Hills Subdivision, (2) Angileen's Place at Canyon Heights, and (3) Turkey Hollow Subdivision (requested 5 minutes) (action item)</li> </ul>
3	<ul style="list-style-type: none"> <li>Dillon Evans, Solid Waste, requesting to discuss the Landfill Entrance Facility Design (requested 15 minutes) (action item)</li> </ul>
4	<ul style="list-style-type: none"> <li><b>(AMENDED)</b> Kiel Burmester, Public Works, seeking approval of and signature on Cooperative Range Improvement Agreement (requested 5 minutes) (action item)</li> </ul>
5	<b>Claims Agenda:</b> <ul style="list-style-type: none"> <li>Board of Ambulance District: Invoices and Commissioner Report</li> <li>Board of Commissioners: Invoices, Commissioners Reports, and Credit Applications</li> <li>Salary Rate Approval Forms/Notice of Separation with Potential Executive Session under Idaho Code §74-206(1)(a)&amp;(b) regarding personnel with potential action following adjournment of Executive Session</li> <li>Payroll Report</li> <li>Alcohol Licenses and Permits</li> <li>Certificate of Residency Approval</li> <li>Mileage Reimbursement Requests</li> <li>Technology Request Form</li> <li>Memorandum Authorization for Accounts Payable</li> <li>Cardholder User Agreement and Authorization</li> </ul>
6	Fiscal Year 2026 Budget Preparation Meeting (potential action item)

### Meeting Notes

- 9:00 AM Hough called the meeting to order. Moser moved to accept the amended agenda. The motion passed.  
9:05 AM Klauser reviewed projected fund balances for the purpose to plan for the master plan. Discussion included revenue estimates and reserves.

9:27 AM Klauser submitted titles for signature and reviewed some changes. The Landfill Highlander is not running, so the Trailblazer will be kept and the Highlander sent to auction. Moser moved to make those changes. The motion passed.

- 2 9:01 AM Foster reviewed three plats. The South Hills Subdivision is now within Pocatello, and they have bonded with the city and provided a copy. Angileen's Place at Canyon Heights is a replat of a lot line adjustment. Turkey Hollow Subdivision is a replat to adjust a plot line. Moser moved to approve the two replats and one plat as presented. The motion passed.
- 3 9:29 AM Stephanie Wilke with Great West Engineering also appeared. Evans reviewed the layout for the scale house project. Discussion included the entry process, kiosks, operations during construction, and timeline for bidding.
- 4 9:39 AM Burmester reviewed the cooperative weed management area, cost share program, and spraying via helicopter. Hough moved to approve the contract with the BLM. The motion passed.
- 5 9:48 AM The claims agenda included salary approval forms, payroll report, certificates of residency, accounts payable and card user agreements. Bullock moved to approve the items on the consent. The motion passed.
- 6 10:00 AM The Board met with the following in preparation for the FY26 budget:  
 10:00 AM Skylar Beebe from Pocatello Regional Transit and Laurie Bauer from SEICAA outreach appeared. Beebe reviewed the program, ridership, and rural routes. The request for funding is \$12,000.  
 10:12 AM Michele Poletti, Tami Moore, and Jessica Buckley with Aid for Friends appeared. Poletti requested the same funding of \$30,000, and reviewed grant funding, increased number of out-of-state people, and a permanent supportive housing program.  
 10:26 AM Karl Pettit with Valley Mission and Tim Bridges, a board member, appeared. Pettit explained they operate a food pantry for 180 families per week, host a warming shelter, and do some case management. They are in the process of becoming a full service rescue mission, with laundry, medical clinic, shelter, dining area, office space, transitional living, counseling, and job training. Pettit requested the Board consider funding \$30,000.  
 10:40 AM Sarah O'Bannion and Carrie McEachern with Family Services Alliance appeared. O'Bannion reviewed social service in the area can be similar, but serve difference areas and they try not to duplicate efforts, and work together. The requested funding is \$10,000 that is used for on-call responses for domestic violence cases. Discussion ensued on trafficking, celebration of voices, and survivors.  
 11:00 AM Cassidy Roske with Bright Tomorrows appeared and reviewed child advocacy services and grant funding,  
 11:06 AM Heather Moore, April Crandall, and Terry Harrelson with Center for Hope South appeared. Moore reviewed outreach and requested to use \$30,000 from opioid funds to put recovery coaches in the community. The facility works with the jail.  
 11:31 AM Zach Stoddard with South Bannock County Historical Museum discussed visitor numbers, admissions, and requested \$12,000.  
 11:40 AM Mindy Benedetti, Megan Borich, and Amy Tovey with Health West and Mother Infant Care appeared. Benedetti reviewed the County funds received are used for OB care and special services to help waive the sliding fee. She reviewed the center's programs, legislative concerns, and the facilities in the County. The requested funding is \$10,000 for Health West and \$55,000 for Mother Infant Care.

## Action Item Summary

ACTION/DIRECTION	ASSIGNED TO
Approved amended agenda.	Clerk
Approved signing vehicle titles.	Auditing
Approved final plat for South Hills Subdivision and replats for Angileen's Place at Canyon Heights and Turkey Hollow Subdivision.	Planning
Approved Cooperative Range Improvement Agreement with BLM.	Public Works
Approved consent agenda.	Clerk/Auditing

FY26 budget prep meetings with Pocatello Regional Transit, Aid for Friends, Valley Mission, Family Services Alliance, Center for Hope South, South Bannock County Historical Museum, and Health West/Mother Infant Care.	Clerk/Commission
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## MINUTES OF THE BOARD OF BANNOCK COUNTY COMMISSIONERS

### Meeting Details

Date of Meeting:	Tuesday, June 10, 2025
Commissioners present:	Ernie Moser, Jeff Hough, and Ken Bullock
Clerk of the Board:	Jason C. Dixon
Absent Board Members:	
Staff present:	Deputy Clerk Shantal Laulu, Comptroller Kristi Klauser, Attorney Scott Pearson, and HR Director Matt Phillips

### Agenda Details

AGENDA	
	Business Meeting (action items)
	<b>Agenda:</b>
1	<ul style="list-style-type: none"> <li>Indigent Business may require an Executive Session pursuant to Idaho Code §74-206(1)(d) to consider records exempt from public disclosure (action item)</li> </ul>
2	<ul style="list-style-type: none"> <li>Kristi Klauser, Auditing, seeking to discuss purchasing a replacement vehicle for the Sheriff's Department may require an Executive Session pursuant to Idaho Code §74-206(1)(d) to consider records exempt from public disclosure (requested 5 minutes) (action item)</li> </ul>
3	<ul style="list-style-type: none"> <li>Buddy Romriell, Public Works, regarding approval and signature on a request for exceptional placement with possible Executive Session under Idaho Code §(1)(a)&amp;(b) regarding personnel with potential action following adjournment of Executive Session (requested 10 minutes) (action item)</li> </ul>
4	<ul style="list-style-type: none"> <li>Adam McKinney, 911 Communications, request to discuss an offer on the Kinport Tower Site under Executive Session within Idaho Code §74-206(1) (c) to acquire an interest in real property not owned by a public agency with potential action following adjournment of Executive Session (requested 5 minutes) (action item)</li> </ul>
5	<ul style="list-style-type: none"> <li>Todd Mauger, Juvenile Justice, seeking approval of and potential signature on Idaho Office of Drug Policy Notice of Award and Grant Agreement (requested 5 minutes) (action item)</li> </ul>
6	<ul style="list-style-type: none"> <li>Matthew K. Phillips, Human Resources and Risk Management, requesting (1) signature on consolidated liquor liability policy application, and (2) approval for ancillary coverages for the first concert at the Event Center on 6/25/25 and request for authorization to bind the remaining 2025 concert policies if not received in time (requested 5 minutes) (action item)</li> </ul>
7	<ul style="list-style-type: none"> <li>Alisse Foster, Planning and Development, requesting signature for Ickes Heights Subdivision final plat (requested 5 minutes) (action item)</li> </ul>
8	<ul style="list-style-type: none"> <li>Hal Jensen, Planning and Development, providing an ACI negotiation update (requested 10 minutes) (potential action item)</li> </ul>
9	<ul style="list-style-type: none"> <li>Shanda Crystal, Procurement, seeking to discuss (1) a potential signature on a Change Order #3 with Pro Builders, (2) potential approval of an invoice for mechanical repairs on an ADA door, and (3) a procurement update (requested 5 minutes) (action item)</li> </ul>
10	<ul style="list-style-type: none"> <li>Discuss County Memorial Fund appropriation as outlined in Idaho Code §65-101 &amp;/or 65-103 (requested 5 minutes) (action item)</li> </ul>
11	<ul style="list-style-type: none"> <li>Approval for Chairman Hough to sign closing documents for the Lander Building and signature on subsequent Resolution 2025-40 Authorization to Sell Lander Building/Property (action item)</li> </ul>
12	<ul style="list-style-type: none"> <li>Ratify Trespass Notice (action item)</li> </ul>
13	<ul style="list-style-type: none"> <li>Approval to dispose assets from Bannock County Extension (action item)</li> </ul>
14	<b>RESOLUTIONS AND ORDINANCES (action items):</b>

	Resolution No. 2025-35 Approving May 2025 Salaries Resolution No. 2025-36 Approving May 2025 Alcohol Licenses Resolution No. 2025-37 Designating County Roads for State Reimbursement Resolution No. 2025-38 Vacating Portions of Aubrey Drive and Burton Drive in the Sunnygate Park Subdivision Resolution No. 2025-39 Vacation Easement in the Chilton Subdivision
15	<b>LETTERS AND NOTICES (action items):</b> Public Hearing Notices Tax Cancellation Request Permission to Enter Property – Lava Ranches
16	<b>SIGNATURE ONLY (action items):</b> Food Service Agreement Contract Modification of Grant or Agreement Agreement to Provide Law Enforcement Protection Memo RE: Fee Waiver for the Pine Ridge Mall Demolition Memo RE: Discontinuation of Contract Due to State Assumption of Indigent Defense Funding Event Center Contract Notice of Trespass
17	<b>CONSENT AGENDA (action items):</b> <ul style="list-style-type: none"> <li>• Manual Checks</li> <li>• Alcohol Licenses and Catering Permits</li> <li>• Certificate of Residency Approval</li> <li>• Salary Rate Approval Forms/Notice of Separation with Potential Executive Session under Idaho Code §74-206(1)(a)&amp;(b) regarding personnel with potential action following adjournment of Executive Session</li> <li>• Technology Forms</li> <li>• Sign invoices</li> <li>• Minutes: Approval of Meeting Minutes for May 27, 2025, and Certification of Said Minutes</li> </ul>
18	Fiscal Year 2026 Budget Preparation Meeting (potential action item)

## Meeting Notes

- 1 9:00 AM Hough called the meeting to order.  
  
Community Resources and Advocacy Director Shantal Laulu presented applications for cremation assistance for case numbers 20250036 and 20250037. Bullock moved to approve cases numbers 20250036 and 20250037. The motion passed.
- 2 9:02 AM Hough moved to go into executive session for multiple items, to discuss purchasing a replacement vehicle for the Sheriff's Department under Idaho Code §74-206(1)(d) to consider records exempt from public disclosure; for Public Works regarding exceptional placement under Idaho Code §(1)(a)&(b) regarding personnel; and to discuss an offer on the Kinport Tower Site under Idaho Code §74-206(1)(c) to acquire an interest in real property not owned by a public agency. The motion passed by roll call vote.  
9:27 AM Hough moved to exit executive session. The motion passed.  
  
9:29 AM Chief Deputy Sheriff Alex Hamilton and Captain Andy Iverson were also present. Klauser reviewed available funds that could be used to purchase the requested vehicles for the Sheriff. Moser moved to authorize the purchase. The motion passed.
- 3 9:27 AM After discussion in executive session, Moser moved to accept the exceptional placement request for the welder/fabricator. The motion passed.
- 4 9:28 AM After discussion in executive session, Bullock moved to purchase the Kinport tower site and move forward with the bond. The motion passed.

- 5 9:32 AM Mauger reviewed the grant award that is used for the families in action program. Moser moved to approve grant. The motion passed.
- 6 9:34 AM Business Manager and Event Director Scott Crowther also appeared. Phillips explained the insurance coverage for events and requested approval of the liquor liability for consolidated events. Bullock moved to approve the master agreement for coverage of all events. The motion passed.  
9:38 AM Phillips explained that ancillary coverage is still needed for two concerts while they are trying to find coverage similar to the liquor coverage. He requested, due to last minute receipt of documents for some concerts, that he or Scott Crowther be allowed to sign the insurance documents. Crowther explained Nederlander may have a cost-effective solution that is being worked on. Moser moved to approve the insurance contract and authorize Matt Phillips and Scott Crowther to sign insurance documents that will be ratified by the Board. The motion passed.
- 7 9:43 AM Foster reviewed the subdivision created off a private road. Hough moved to approve the plat request from Stewart Ward as presented. The motion passed.
- 8 9:45 AM Assistant Planning Director Tristan Bourquin also appeared. Jensen reviewed the timeline of the meeting progress with each city and that each ACI is substantially smaller. Inkom submitted an email that there is no expected growth in the next five years so the ACI would be the city boundaries. There has been some back and forth with Lava, but no agreement to date. Downey is the only meeting that has not been completed. Discussion ensued on annexations, areas included in city proposals, using parcel boundaries, and realistic ACI boundaries. Bourquin will take the Board's recommendations back to the cities and a public hearing could be done in August.
- 9 10:17 AM Crystal reviewed a change order with Pro Builders for the tactical training center in the amount of \$17,247. Funding was reviewed and leftover funds from the generator project will be used. Hough moved to approve the change order. The motion passed.  
10:21 AM Crystal reviewed an invoice for the ADA mechanical door for \$5,100 that will be paid from the maintenance budget. Hough moved to approve the invoice. The motion passed.  
10:23 AM Crystal gave updates on procurement projects.
- 10 10:29 AM Discussion ensued on budgeting for the County Memorial Fund that has been previously used for the Veteran's Memorial Building. Other memorial sites or options should be looked at such as the Gold Star Memorial. Moser will investigate potential options.
- 11 10:36 AM Dixon gave a brief history leading up to the sale of the Lander property through auction. The title company requested a resolution authorizing the Chair to sign the closing documents. Hough disclosed that he signed a document for a time extension in order to accomplish this. Moser moved to authorize the Chair to sign closing documents and to approve Resolution 2025-40. The motion passed.
- 12 10:41 AM Court Security requested a trespass notice for Nicholas Leroy Goodwin. Moser moved for the Chair to sign the trespass notice. The motion passed.
- 13 10:42 AM Hough moved to approve the disposal of assets from Ag Extension. The motion passed.
- 14 10:42 AM Bullock moved to approve Resolutions 2025-35, 36, 37, 38, and 39. The motion passed.
- 15 10:43 AM Hough moved to approve the public hearing notices. The motion passed.  
  
9:01 AM Assessor Anita Hymas appeared. Moser moved to approve the tax cancellations. The motion passed.  
  
10:50 AM Moser moved to approve the Lava Ranches land use agreements. The motion passed.
- 16 10:44 AM Bullock moved to approve the Food Service Agreement for Juvenile Detention. The motion passed.  
10:45 AM Moser moved to approve the Forest Service Modification with the Sheriff's Office. The motion passed.

- 10:45 AM Moser moved to approve the Agreement to Provide Law Enforcement at the KOA. The motion passed.
- 10:46 AM Moser moved to sign the memo for waiver of \$200,000 of landfill fees for the mall demolition. The motion passed.
- 10:48 AM Bullock moved to approve the memo to discontinue the Dex contract. The motion passed.
- 10:49 AM Moser moved to ratify the contract for the Make a Wish event. The motion passed.
- 10:51 AM Bullock moved to approve the notice of trespass for Nicola Jo Taysom. The motion passed.
- 17 10:51 AM The consent agenda included manual checks, alcohol licenses, certificate of residency, salary approvals, invoices, and minutes. Bullock moved to approve the consent agenda. The motion passed.
- 18 10:07 AM Mia Kate Kennedy, I, appeared for Bannock Development Corporation and gave updates on projects she is currently working on. The budget request remains the same.

## Action Item Summary

ACTION/DIRECTION	ASSIGNED TO
Approved case numbers 20250036 and 20250037 for cremation assistance.	Indigent
Approved entry/exit executive session – personnel, exempt records, and property.	Clerk
Approved reallocation to purchase vehicles.	Sheriff
Approved exceptional placement.	Public Works/HR
Approved moving forward with bond and purchase of Kinport tower site.	IT/E911
Approved grant award from Idaho Office of Drug Policy.	Juvenile
Approved consolidated liquor liability insurance application, ancillary coverages, and authorization for HR Director or Business Manager to sign insurance documents to be ratified by BOCC.	Parks & Rec/HR
Approved Ickes Heights Subdivision plat.	Planning
Approved change order with Pro Builders and ADA door invoice.	Procurement
Approved Chair to sign closing documents for Lander building.	Clerk
Approved trespass notices for Taysom and Goodwin.	Security
Approved disposal of Ag Extension assets.	Resolution
Approved Resolution Nos. 2025-35 Approving May 2025 Salaries; 2025-36 Approving May 2025 Alcohol Licenses; 2025-37 Designating County Roads for State Reimbursement; 2025-38 Vacating Portions of Aubrey Drive and Burton Drive in the Sunnygate Park Subdivision; 2025-39 Vacation Easement in the Chilton Subdivision; and 2025-40 Authorization to Sell Lander Building/Property.	Clerk
Approved public hearing notices for publication.	Clerk
Approved tax cancellations.	Assessor/Treasurer/ Resolution
Approved Lava Ranches land use agreements.	OEM
Approved Food Service Agreement for Juvenile Detention; Forest Service Modification of Grant with Sheriff; Agreement to Provide Law Enforcement with KOA; Memo re: landfill fee waiver for mall demo; Memo re: contract discontinuation with Dex; and Make a Wish event contract.	Juvenile/Sheriff/ Landfill/Commission/ Parks & Rec
Approved alcohol licenses, certificate of residency, salary forms, invoices, and minutes through consent agenda.	Clerk/Auditing/Resolution



## MINUTES OF THE BOARD OF BANNOCK COUNTY COMMISSIONERS

### Meeting Details

Date of Meeting:	Thursday, June 12, 2025
Commissioners present:	Ernie Moser, Jeff Hough, and Ken Bullock
Clerk of the Board:	Jason C. Dixon
Absent Board Members:	
Staff present:	Deputy Clerk Shantal Lauulu and Attorney Scott Pearson

### Agenda Details

AGENDA	
	Business Meeting (action items)
	<b>Agenda:</b>
1	<ul style="list-style-type: none"> <li>Tenille Call and Sadie McMorris, presenting a budget/participation request regarding a childcare program pilot for Bannock County</li> </ul>
2	<ul style="list-style-type: none"> <li>Katie Avichouser, Treatment Court, presenting the Wood Court Award Letter for Fiscal Year 2026 (requested 5 minutes) (action item)</li> </ul>
3	<ul style="list-style-type: none"> <li>Todd Mauger, Juvenile Justice, seeking approval of and potential signature on an Assessment Center Support Grant Award Acceptance from Idaho Department of Juvenile Corrections Idaho Millennium Income (requested 5 minutes) (action item)</li> </ul>
4	<ul style="list-style-type: none"> <li>Scott Crowther, Event Center/Wellness Complex, regarding discussions pertaining to (1) accrual of comp time for Event Center Staff; requesting an increased comp limit, and (2) use of RV park or County ground for dates that Event Center Staff will work extreme hours due to back-do-back concerts, July 4<sup>th</sup>, etc. (requested 10 minutes) (action item)</li> </ul>
5	<ul style="list-style-type: none"> <li>Wes Jones, Emergency Management, providing an Emergency Management update</li> </ul>
6	<ul style="list-style-type: none"> <li>Dillon Evans, Solid Waste, providing a Landfill update</li> </ul>
7	<ul style="list-style-type: none"> <li>Daniel Kendall, Buildings and Grounds, regarding (1) a discussion about YDC/Event Center data ports, and (2) providing a monthly facilities update (requested 10 minutes) (action item)</li> </ul>
8	<ul style="list-style-type: none"> <li>Signature on Memo to dispose of an old copier that is too old to buy replacement parts for (action item)</li> </ul>
9	<ul style="list-style-type: none"> <li>Signature on Resolution No. 2025-41 Authorization to Dispose Surplus Assets/Property (action item)</li> </ul>
10	<b>Claims Agenda:</b> <ul style="list-style-type: none"> <li>Board of Ambulance District: Invoices and Commissioner Report</li> <li>Board of Commissioners: Invoices, Commissioners Reports, and Credit Applications</li> <li>Salary Rate Approval Forms/Notice of Separation with Potential Executive Session under Idaho Code §74-206(1)(a)&amp;(b) regarding personnel with potential action following adjournment of Executive Session</li> <li>Payroll Report</li> <li>Alcohol Licenses and Permits</li> <li>Certificate of Residency Approval</li> <li>Mileage Reimbursement Requests</li> <li>Technology Request Form</li> <li>Memorandum Authorization for Accounts Payable</li> <li>Cardholder User Agreement and Authorization</li> </ul>

## Meeting Notes

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- 1 9:00 AM Hough called meeting to order.  
Tenille Call and Sadie McMorris appeared and presented a budget/participation request for a childcare program pilot for Bannock County of the Tri-Share model. The request is for a minimum of \$25,000 to help launch the program. Discussion included participation of local business, program management, fiscal agent, application/qualification process, and anticipated budget. Questions arose regarding the County putting funds into the program and also paying on behalf of an employee. Dixon pointed out this would come from the charitable donation line item and some other program would have a cut. He added that the County would not be a fiscal agent. The Board would like more information as the plan develops.
- 2 9:28 AM Court Services Director Katie Avichouser, Judge Javier Gabiola, and Jeremy Coleman, District Manager for IDOC appeared. Avichouser requested acceptance of the \$300,000 award from Idaho Department of Corrections as the pass through. The program history and purpose were reviewed by Judge Gabiola. Moser moved to approve the treatment court grant and the Chair's signature. The motion passed.
- 3 9:35 AM Todd Mauger, Juvenile Justice, reviewed an award of Millennium funds. Bullock moved to accept the grant. The motion passed.
- 4 9:38 AM Event Director/Business Manager Scott Crowther requested an increase for comp time limit for the season. Bullock moved to approve the request. The motion passed.  
9:42 AM Crowther requested to use of RV park or County ground for dates that are extremely busy such as back-to-back concerts, or July 4<sup>th</sup>. Moser moved to allow employees to use the RV park with no fee under the discretion of Crowther. The motion passed.
- 5 9:45 AM Wes Jones, Emergency Management, submitted a list of emergency management project tasks. Jones reviewed the burn ban, public safety app, CERT program, stop the bleed training, and table talk trainings.
- 6 10:02 AM Dillon Evans, Solid Waste, appeared with Tamzen Macbeth and Adria Mead from CDM Smith. Macbeth provided updates on the pilot project for ground water contamination treatment and recommendations.
- 7 10:28 AM Chief Technical Officer Adam McKinney and Network Manager Dorian Hitchcock also appeared. Kendall explained receipt of a change order request at the YDC. The estimate was high and IT staff can do that work. Pro Edge is installing cameras and working on a quote for this part of the project. The quote should be ready within a week.  
10:32 AM Kendall gave updates on maintenance projects. Scott Crowther and Jake Crump from the Event Center were present. Kendall reported that Headwaters suggested Event Center staff move into the new YDC before the building is completed in August to tear the house down. Discussion ensued on office furniture, building completion, temporary occupancy, and Ag Extension Building sewer lines. Kendall resumed updates on maintenance projects, the fair building and RV power.
- 8 10:56 AM Moser moved to approve the memo to dispose of an old copier. The motion passed.
- 9 10:57 AM Moser moved to approve Resolution No. 2025-41. The motion passed
- 10 The claims agenda included invoices, Commission reports, credit applications, salary forms, payroll report, alcohol licenses, certificates of residency, mileage reimbursements, and memo for accounts payable. Bullock moved to approve the claims agenda. The motion passed.

## Action Item Summary

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ACTION/DIRECTION	ASSIGNED TO
Approved Wood Court grant award.	Courts
Approved Millennium grant.	Juvenile
Approved comp time limit increase and use of RV for event staff.	Parks & Rec
Approved memo to dispose of court copier.	Courts/Resolution
Approved Resolution No. 2025-41 Authorization to Dispose Surplus Assets/Property.	Clerk
Approved invoices, Commission reports, credit applications, salary forms, payroll report, alcohol licenses, certificates of residency, mileage reimbursements, and memo for accounts payable.	Clerk/Auditing/Resolution