

AGENDA

CITY OF POCATELLO REGULAR CITY COUNCIL MEETING

APRIL 3, 2025 • 6:00 PM

COUNCIL CHAMBERS | 911 NORTH 7TH AVENUE

The meeting will be live-streamed at <https://streaming.pocatello.gov/> and available on Sparklight Cable channel 56

In accordance with the Americans with Disabilities Act, it is the policy of the City of Pocatello to offer its public programs, services, and meetings in a manner that is readily accessible to everyone, including those with disabilities. If you are disabled and require an accommodation, please contact Skyler Beebe with two (2) business days' advance notice at sbeebe@pocatello.gov; [208-234-6248](tel:208-234-6248); or 5815 South 5th Avenue, Pocatello, Idaho. Advance notification within this guideline will enable the City to make reasonable arrangements to ensure accessibility.

Any citizen who wishes to address the Council shall first be recognized by the Mayor, and shall then give their name for the record. If a citizen wishes to read documentation of any sort to the Council, they shall first seek permission from the Mayor. A three (3) minute time limitation is requested for Council presentations.

The purpose of the agenda is to assist the Council and interested citizens in the conduct of this public meeting. **Citizens should examine the agenda for the item of their interest. However, citizens are advised that only Public Hearings allow for public comment during the discussion/consideration process.**

RECESS: In the event the meeting is still in progress at 7:30 p.m., the Mayor may call a

ten-minute recess to allow Council members and participants a brief rest period.

1. ROLL CALL AND PLEDGE OF ALLEGIANCE

2. INVOCATION

The invocation will be offered by Bishop Kevin Rogers, representing Church of Jesus Christ of Latter-day Saints.

3. CONSENT AGENDA

The following business items may be approved by one motion and a vote. If any one member of the Council so desires, any matter listed can be moved to a separate agenda item. **(ACTION ITEM)**

(a) **MINUTES:** Council may wish to waive the oral reading of the minutes and approve the minutes from the following meetings: Clarification and Regular City Council meetings of March 6, 2025; and Special City Council meeting of March 20, 2025.

(b) **MATERIAL CLAIMS:** Council may wish to approve the Material Claims for the period of March 16 - 31, 2025.

(c) **TREASURER'S REPORT:** Council may wish to approve the Treasurer's Report for February 2025 showing cash and investments as of February 28, 2025.

(d) **HISTORIC PRESERVATION COMMISSION APOINTMENT:** Council may wish to confirm the Mayor's appointment of Brittani Hobson to serve as a member of the Historic Preservation Commission, replacing Kaitlin Blincoe. Brittani's term will begin April 4, 2025 and expire September 5, 2027.

(e) **POCATELLO DEVELOPMENT AUTHORITY APPOINTMENT:**
Council may wish to confirm the Mayor's appointment of Scott Turner to serve as a member of the Pocatello Development Authority, replacing Jim Johnston. Scott's term will begin April 4, 2025 and expire May 1, 2029.

(f) **DECLARATION OF SURPLUS PROPERTY - 2025 CITY AUCTION:**

Council may wish to declare items identified as surplus property to be sold at the City's Annual Auction on May 10, 2025 and dispose as noted. City departments submitted lists of items that they considered surplus, which were reviewed by other departments. The items to be considered surplus are not needed by any other departments within the City.

Documents:

AGENDA-ITEM-3.PDF

4. PROCLAMATIONS

5. CALENDAR REVIEW

Council may wish to take this opportunity to inform other Council members of upcoming meetings and events that should be called to their attention.

6. SOLICITOR LICENSE DENIAL APPEAL

Rex Price will be present to appeal the denial of his solicitor license, which was denied by the Pocatello Police Department. **(ACTION ITEM)**

7. PUBLIC HEARING - EXCHANGE OF REAL PROPERTY - 0.113 ACRES LOCATED BEHIND 2672 HARTFORD DRIVE

This time has been set aside for the Council to hear comments from the public regarding a request by Patrick "Pat" Pape, represented by Creek Hollow & Associates, Inc. (mailing address: 611 Wilson Avenue, Suite 1A, Pocatello, ID 83201) for the exchange of real property located behind 2672 Hartford Drive. The 0.113 acre parcel of City-owned property was declared underutilized and as surplus property at the March 6, 2025 Regular City Council meeting. Council may wish to approve the land exchange pursuant to Idaho Code §50-1403(2) and authorize the Mayor's signature on all pertinent documents, subject to Legal Department review. **(ACTION ITEM)** (Quasi-judicial public hearing)

Documents:

AGENDA-ITEM-7.PDF

8. PUBLIC HEARING - EXCHANGE OF REAL PROPERTY - 0.35 ACRES LOCATED SOUTH OF 3920 SOUTH 2ND AVENUE

This time has been set aside for the Council to hear comments from the public regarding an exchange of real property located on South 2nd Avenue, south of 3920 South 2nd Avenue. The subject 0.35-acre parcel was declared underutilized and as surplus property at the March 6, 2025 Regular City Council meeting. Council may wish to approve the land exchange pursuant to Idaho Code §50-1403(2) and authorize the Mayor's signature on all pertinent documents, subject to Legal Department review. **(ACTION ITEM)** (Quasi-judicial public hearing)

Documents:

AGENDA-ITEM-8.PDF

9. SUSPENSION OF CHILDCARE LICENSING FEES - POLICE DEPARTMENT

Council may wish to allow the Pocatello Police Department to immediately suspend Childcare Licensing Fees as stipulated in Pocatello Municipal Code 5.28.090 and set in Resolution 2024-30 Exhibit "I" until the final disposition of House Bill 243a in the Idaho Legislature is known. **(ACTION ITEM)**

Documents:

AGENDA-ITEM-9.PDF

10. ISU OUTDOOR ADVENTURE CENTER USE AGREEMENT FOR CITY CREEK, ROSS PARK AND NORDIC CENTER - PARKS AND RECREATION DEPARTMENT

Council may wish to approve a use agreement with ISU Outdoor Adventure

Center for the use of portions of City Creek Management Area, Ross Park climbing areas and Mink Creek Nordic Center to conduct outdoor programs and authorize the Mayor's signature on all applicable documents, subject to Legal Department review. **(ACTION ITEM)**

Documents:

AGENDA-ITEM-10.PDF

11. MASON HOLLADAY, SEI VOLLEYBALL, LLC USE AGREEMENT - PARKS AND RECREATION DEPARTMENT

Council may wish to approve a use agreement with SEI Volleyball, LLC for use of a portion of the greenspace at Hawthorne Park to conduct adult volleyball tournaments and authorize the Mayor's signature on all applicable documents, subject to Legal Department review. **(ACTION ITEM)**

Documents:

AGENDA-ITEM-11.PDF

12. INDIAN HILLS LIFT STATION FORCE MAIN - SOUTH VALLEY BRIDGE CASINGS PROJECT - CONSOR

Council may wish to accept the recommendation of staff and approve Task Order #5 to the Wastewater Collections On-Call Engineering Services Agreement with Consor for design and construction engineering services for the South Valley Bridge Casings project in the amount of \$199,928.00 and authorize the Mayor's signature on all applicable documents, subject to Legal Department review. This project will be funded by the EPA Community Change grant and includes Phase 1 of the Indian Hills Lift Station pressure line replacement project. The project will include two steel casings on the South Valley Bridge for one water and one wastewater crossing of the Portneuf River and Union Pacific Railroad. **(ACTION ITEM)**

Documents:

AGENDA-ITEM-12.PDF

13. BID ACCEPTANCE AND CONTRACT FOR MONTE VISTA TO POCATELLO CREEK ROAD PATHWAY PROJECT

Council may wish to approve the following requests regarding the Monte Vista to Pocatello Creek Road Pathway Project: **(ACTION ITEM)**

- a) Accept the low responsive bid received on March 5, 2025, from RS Jobber, Inc. in the amount of \$1,466,663.00, and if accepted
- b) Authorize an agreement between the City of Pocatello and RS Jobber, Inc. in the amount of \$1,466,663.00 for the Monte Vista to Pocatello Creek Road Pathway project and authorize the Mayor's signature on all pertinent documents, subject to Legal Department review.

The City was awarded a TAP grant for the project and the match requirement for the grant is 7.34%, which will be funded by local non-profit organizations Portneuf Health Trust and Portneuf Greenway Foundation.

Documents:

AGENDA-ITEM-13.PDF

14. MEMORANDUM OF UNDERSTANDING - THE RIDGE @ HIGH TERRACE, LLC

Council may wish to approve a Memorandum of Understanding (MOU) between the City of Pocatello and The Ridge @ High Terrace, LLC outlining both parties' obligations and responsibilities regarding nonconforming easement language in relation to water fees associated with certain real property and authorize the Mayor's signature on all applicable documents, subject to Legal Department review. **(ACTION ITEM)**

Documents:

AGENDA-ITEM-14.PDF

15. CONTRACT AWARD AND PROFESSIONAL SERVICES AGREEMENT FOR SOUTH 5TH COMPLETE STREETS AND SEWER PROJECT - KELLER ASSOCIATES, INC.

Council may wish to award a contract and approve a Professional Services Agreement between the City of Pocatello and Keller Associates, Inc. for the

South 5th Avenue Complete Streets and Sewer Project including design and Construction Engineering and Inspections and authorize the Mayor's signature on all applicable documents, subject to Legal Department review. Funding for the project has been awarded through the US Environmental Protection Agency (EPA) Community Change Grant for the South 5th Complete Streets and Sewer Project. **(ACTION ITEM)**

Documents:

AGENDA-ITEM-15.PDF

16. ITEMS FROM THE AUDIENCE

This time has been set aside to hear items from the audience not listed on the agenda. Items which appeared somewhere else on the agenda will not be discussed at this time. The Council is not allowed to take any official action at this meeting on matters brought forward under this agenda item. Items will either be referred to the appropriate staff or scheduled on a subsequent agenda. You must sign in at the start of the meeting in order to be recognized. (Note: Total time allotted for this item is fifteen (15) minutes, with a maximum of three (3) minutes per speaker.)

17. ADJOURN

PUBLIC HEARING PROCEDURE

1. Explanation of hearing procedures by Mayor or staff.
 - Ten (10) minute time limit on applicant presentation.
 - Three (3) minute time limit on public testimony.
 - Names and addresses are required from those presenting/testifying.
 - Questions/comments should be addressed to the Mayor and Council.
 - Council members must make their decision regarding the application on facts already in the record and information presented at the public hearing.

Conflicts of interest, site visits and ex-parte contacts by Council members will be acknowledged.

- Protocol requires that Council and audience be recognized by the Mayor prior to speaking.

2. Mayor opens hearing.

3. Presentation by applicant.

Note: Remember, applicant bears the responsibility for making his/her case. This is also the time for Council members to ask their questions of the applicant.

4. Presentation by staff.

5. Written correspondence submitted for the record.

6. Testimony by those supporting the application.

7. Testimony by those uncommitted on the application.

8. Testimony by opponents to the application.

9. Rebuttal by the applicant.

10. Mayor closes the hearing and initiates motion/deliberations.

Note: The Mayor may choose to require a motion prior to the discussion in order to focus deliberations, or, the Mayor may choose to allow deliberations prior to the motion in order to facilitate wording of the motion.

11. Develop a written and reasoned statement supporting the decision.