

AGENDA

CITY OF POCATELLO REGULAR CITY COUNCIL MEETING

APRIL 17, 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 Merriann Forrest, representing HS Jeshua Ministries.

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: Work Session meeting of March 13, 2025; Clarification and Regular City Council meetings of March 20, 2025; and Special City Council meeting of April 10, 2025.

(b) **MATERIAL CLAIMS:** Council may wish to approve the Material Claims for the period of April 1 - 15, 2025.

(c) **B.I.D MANAGEMENT AGREEMENT - HISTORIC DOWNTOWN POCATELLO, INC.:** Council may wish to approve a renewal of the Management Agreement with Historic Downtown Pocatello, Inc., subject to Legal Department review, to administer and manage the operation of the Business Improvement District (B.I.D.). Council may also wish to acknowledge that they have reviewed the employment agreement of

Stephanie Palagi with Historic Downtown Pocatello, Inc. as provided for in the Management Agreement.

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. PUBLIC HEARING - PROPOSED FISCAL YEAR 2025 SANITATION FEE AMENDMENT AND RESOLUTION

This time has been set aside for the Council to hear comments from the public regarding proposed mid-year fee changes amending Exhibit S, Sanitation Department Fees, of the City's Fee Schedule for sanitation services for Fiscal Year 2025. Council may wish to adopt the proposed amendment by Resolution. **(ACTION ITEM)** (Legislative Public Hearing)

Documents:

AGENDA-ITEM-6.PDF

7. PUBLIC HEARING - VACATION OF RIGHT OF WAY - 1800 BLOCK OF BENCH ROAD

This time has been set aside for the Council to hear comments from the public regarding a request by Pocatello/Chubbuck School District 25 (mailing address: 3115 Pole Line Road, Pocatello, ID 83201), represented by Jonathan Balls, to vacate the public's interest of 1.59 acres (more or less) of the 1800 block of Bench Road extending from the south entrance into Connections Credit Union to the southern-most entrance of Highland High School parking lot entrance. Staff recommends approval of the vacation with

conditions. **(ACTION ITEM)** (Quasi-judicial public hearing)

Documents:

AGENDA-ITEM-7.PDF

8. FINAL PLAT APPLICATION - ASPEN GROVE SUBDIVISION

Council may wish to approve a final plat application submitted by Gate City Builders, represented by Sunrise Engineering (mailing address: 600 East Oak Street, Pocatello, ID 83201) to subdivide four (4) parcels encompassing 5.56 acres (more or less) into nine (9) lots. The property is located at 2806 South 5th Avenue and will be known as Aspen Grove Subdivision. The Planning and Zoning Commission recommended approval of the final plat following a public hearing held January 8, 2025. Staff recommends approval of the plat with conditions. **(ACTION ITEM)**

Documents:

AGENDA-ITEM-8.PDF

9. GRANT APPLICATION RATIFICATION - U.S. DEPARTMENT OF TRANSPORTATION RURAL AND TRIBAL ASSISTANCE (RTA) PILOT PROGRAM

Council may wish to approve a request to ratify a grant application through the U.S. Department of Transportation Rural and Tribal Assistance (RTA) Pilot Program in the amount of \$500,000.00 and if awarded, authorize acceptance of the grant and authorize the Mayor's signature on all pertinent documents, subject to Legal Department review. The grant would provide necessary funding for completion of a municipal services impact analysis. There is no required match. **(ACTION ITEM)**

Documents:

AGENDA-ITEM-9.PDF

10. AMERICAN WWII HERITAGE CITY NOMINATION APPLICATION

Council may wish to approve submission of the American WWII Heritage City nomination application to the National Park Service and authorize the Mayor's signature on all applicable documents, subject to Legal Department review. This designation recognizes the contributions of one jurisdiction in each state regarding U.S. involvement in World War II. **(ACTION ITEM)**

Documents:

AGENDA-ITEM-10.PDF

11. SURPLUS AND SALE OF SEIZED ASSETS - POLICE DEPARTMENT

Council may wish to approve the following requests from the Pocatello Police Department, subject to Legal Department review: **(ACTION ITEM)**

- a) Declare three (3) vehicles as surplus, which were seized during ongoing investigations. The vehicles have been adjudicated and awarded to the Police Department by the Bannock County Prosecutor's Office in accordance with Asset Forfeiture Laws; and
- b) Authorize the sale of the vehicles through auction and authorize the Mayor's signature on all pertinent documents.

Documents:

AGENDA-ITEM-11.PDF

12. PROFESSIONAL SERVICES AGREEMENT - DAVEY RESOURCE GROUP

Council may wish to accept the recommendation of staff and approve a Professional Services Agreement with Davey Resource Group in the amount of \$175,000.00 to develop an Urban Forest Plan and authorize the mayor's signature on all pertinent documents, subject to Legal Department review.

The project is funded by a US Forest Service Urban and Community Forestry grant. **(ACTION ITEM)**

Documents:

AGENDA-ITEM-12.PDF

13. LOCAL PROFESSIONAL SERVICES AGREEMENT - MONTE VISTA TO POCATELLO CREEK ROAD PATHWAY PROJECT - KELLER ASSOCIATES, INC.

Council may wish to approve a Local Professional Services Agreement between the City of Pocatello, Local Highway Technical Advisory Council (LHTAC), and Keller Associates, Inc. for construction inspection services for the Monte Vista to Pocatello Creek Road Pathway Project and authorize the Mayor's signature on all applicable documents, subject to Legal Department review. There is no additional financial requirement or match for this project. The full match for the grant is covered by local non-profit organizations. **(ACTION ITEM)**

Documents:

AGENDA-ITEM-13.PDF

14. CONSTRUCTION MANAGEMENT SERVICES GUARANTEED MAXIMUM PRICE AMENDMENT FOR RECYCLING FACILITY REMODEL - SANITATION SERVICES

Council may wish to accept the recommendations of staff and approve a Guaranteed Maximum Price Amendment to the previously awarded contract for Construction Management Services for the partial remodel of the City's recycling facility in an amount not to exceed \$646,642.00 and authorize the Mayor's signature on all applicable documents, subject to Legal Department review. Funding for the project has been budgeted in the FY25 Sanitation Services budget. **(ACTION ITEM)**

Documents:

AGENDA-ITEM-14.PDF

15. BID ACCEPTANCE/CONTRACT AWARD FOR NORTH MAIN

EXTENSION SEWER PROJECT - VORTEX SERVICES, LLC

Council may wish to accept the recommendations of staff and award the bid for the North Main Extension sewer project to Vortex Services, LLC, in the amount of \$428,995.00 and authorize the Mayor's signature on all applicable documents, including change orders up to 5% of the project total, subject to Legal Department review. Funding for the project has been budgeted in the FY25 Water Pollution Control (WPC) budget. **(ACTION ITEM)**

Documents:

AGENDA-ITEM-15.PDF

16. RESOLUTION - DISSOLVING CHILD CARE ADVISORY COMMITTEE

Council may wish to adopt a Resolution dissolving the Child Care Advisory Committee and expressing appreciation to its members for their service. **(ACTION ITEM)**

Documents:

AGENDA-ITEM-16.PDF

17. ORDINANCE

The Council has the following options for reading ordinances. If the Council makes no motion, the ordinance will be read on three (3) different days, two (2) readings of which may be by title only and one (1) reading of which shall be in full and placed on final passage for publication. **(ACTION ITEM)**

EXAMPLE MOTIONS:

Option 1: FOR ONE READING UNDER RULES SUSPENSION: "I move the ordinance, Agenda Item # , be read only by title and placed on final passage for publication, and that only the ordinance summary sheet be submitted for publication."

Option 2: FOR THREE SEPARATE READINGS: "I move the ordinance,

Agenda Item # , be read on three separate days. First and second readings will be by title and in full on the third reading. The ordinance shall then be placed on final passage for publication, and only the ordinance summary sheet be submitted for publication."

Before the ordinance can be read under Option 1, the Council must pass said motion by a vote of one-half plus one (4) of the full Council.

Ordinances ready for reading:

17) An ordinance repealing Title 5.28 - Childcare effective April 18, 2025 as a result of the Idaho State Legislature's preemption of local control.

(ACTION ITEM)

Documents:

AGENDA-ITEM-17.PDF

18. ITEMS FROM THE AUDIENCE

This time as 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.)

19. 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.

