

AGENDA

CITY OF POCATELLO REGULAR CITY COUNCIL MEETING

MAY 1, 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 Pastor Jim Jones, representing Blazing Grace 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 Clarification and Regular City Council meetings of April 3, 2025.

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

(c) **PARKS AND RECREATION ADVISORY BOARD APOINTMENT:** Council may wish to confirm the Mayor's appointment of William Schirmer to serve as a member of the Parks and Recreation Advisory Board, replacing Dave Pacioretty whose term expired. William's term will begin May 2, 2025 and expire May 2, 2027.

(d) **POCATELLO ARTS COUNCIL APPOINTMENT:** Council may wish to

confirm the Mayor's appointment of Tim Hackleman to serve as a member of the Pocatello Arts Council, filling a long-term vacancy. Tim's term will begin May 2, 2025 and expire May 2, 2028.

(e) **CITY COUNCIL DECISION - FINAL PLAT APPROVAL FOR ASPEN GROVE SUBDIVISION:** Council may wish to adopt its decision approving the subdivision of approximately 5.56 acres of land into nine (9) lots, located at 2806 South 5th Avenue, subject to conditions.

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 - ANNEXATION AND ZONING APPLICATION - RIDGES AT HIGH TERRACE

This time has been set aside for the Council to hear comments from the public regarding a request by Bill Isley, represented by Sunrise Engineering (mailing address: 600 East Oak Street, Pocatello, ID 83201) to annex and zone 81.78 acres (more or less) of land located north of East Center Street and southeast of Vista Drive. The Planning and Zoning Commission recommended approval of the request following a public hearing held April 9, 2025. **(ACTION ITEM)** (Quasi-judicial public hearing)

Documents:

AGENDA-ITEM-6.PDF

7. PUBLIC HEARING - POCATELLO PARKS, RECREATION, OPEN

SPACE, AND TRAILS PLAN (PROST)

This time has been set aside for the Council to hear comments from the public regarding the Pocatello PROST Plan. Council may wish to adopt the document by Resolution as an official City plan. **(ACTION ITEM)**
(Legislative public hearing)

Documents:

AGENDA-ITEM-7.PDF

8. GRANT APPLICATION - INTERNATIONAL MOUNTAIN BIKE ASSOCIATION ACCELERATOR TRAIL GRANT APPLICATION FOR CITY CREEK TRAIL SYSTEM

Council may wish to approve submission of the International Mountain Bike Association Accelerator Trail Grant Application for City Creek Trail System in the amount of \$30,000.00 to complete a mountain bike trail plan for the City Creek Management Area and if awarded, accept the grant and authorize the Mayor's signature on all applicable documents, subject to Legal Department review. The total project cost is \$60,000.00 and there is a required match of \$30,000 to be funded from general fund reserves. **(ACTION ITEM)**

Documents:

AGENDA-ITEM-8.PDF

9. AIRPORT GRANT APPLICATION - FAA AIRPORT IMPROVEMENT PROGRAM

Council may wish to approve a grant application for the FAA Airport Improvement Program FY25 annual entitlement in the amount of \$1,520,000.00 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 requires a 5% match which will be funded using state grant funds and budgeted airport passenger facility charge (PFC) funds. Projects to be completed with grant funding is pavement maintenance of Runway 17/35 and Taxiway A and completion of the FAA-required airport Title VI plan. **(ACTION ITEM)**

Documents:

AGENDA-ITEM-9.PDF

10. AIRPORT LEASE AMENDMENT - DRISCOLL TOPHAY

Council may wish to approve an amendment to the lease agreement between the City and Driscoll TopHay for a facility at the Airport and authorize the Mayor's signature on all applicable documents, subject to Legal Department review. The amendment will remove the requirement for the Lessee to maintain personal property insurance. No other changes to the lease are requested. **(ACTION ITEM)**

Documents:

AGENDA-ITEM-10.PDF

11. AIRPORT LEASE RENEWAL AGREEMENTS AND RESOLUTIONS

Council may wish to approve the following lease agreements and adopt corresponding resolutions for property at the Pocatello Airport and authorize the Mayor's signature on all applicable documents, subject to Legal Department review: **(ACTION ITEM)**

- a) Francie Carpenter - 6,293 square feet of property upon which Ms. Carpenter owns a hangar. The lease term will be twenty (20) years and rental rate will be \$1,447.39 per year;
- b) Gordon Nielson - 1,760 square foot City-owned hangar. The lease term will be five (5) years and rental rate will be \$324.20 per month; and
- c) Amerigas Propane - 0.78 acres of property for the bulk storage of propane. The lease term will be one (1) year and rental rate will be \$4,861.30 per year.

Documents:

AGENDA-ITEM-11.PDF

12. CENTENNIAL-RAINEY PARK PROJECT CONTRACT EXTENSION - HARMONY ENGINEERING

Council may wish to accept the recommendation of staff and approve a contract extension with Harmony Engineering in the amount of \$98,000.00 plus Cultural Resources Time and Materials to complete the design of the Centennial-Rainey Park project and authorize the Mayor's signature on all applicable documents, subject to Legal Department review. The project is funded by a Bureau of Reclamation Watersmart Grant, ARPA funding and EPA. **(ACTION ITEM)**

Documents:

AGENDA-ITEM-12.PDF

13. BYWATER SOLUTIONS CONTRACT FOR KOHA INTEGRATED LIBRARY SYSTEM SOFTWARE - MARSHALL PUBLIC LIBRARY

Council may wish to accept the recommendation of staff and approve a contract with ByWater Solutions for ongoing support of KOHA Integrated Library System software and authorize the Mayor's signature on all applicable documents, subject to Legal Department review. Funding for the agreement is available in the Library budget. **(ACTION ITEM)**

Documents:

AGENDA-ITEM-13.PDF

14. PIGGYBACK BID ACCEPTANCE AND PURCHASE FOR ROAD OILS - IDAHO ASPHALT SUPPLY, INC.

Council may wish to approve piggybacking the 2025 Power County contract with Idaho Asphalt Supply, Inc. for certain road oils for the Street Department's 2025 pavement maintenance season, in the amount not to exceed \$71,290.00, and authorize the Mayor's signature on all applicable documents, subject to Legal Department review. **(ACTION ITEM)**

Documents:

AGENDA-ITEM-14.PDF

15. PIGGYBACK BID ACCEPTANCE AND PURCHASE OF ASPHALT AND RELATED MATERIALS - MICKELSEN CONSTRUCTION, INC.

Council may wish to approve piggybacking of the City of Pocatello 2023 competitively bid contract for asphalt and related materials via Mickelsen Construction, Inc. for the 2025 pavement maintenance season in the approximate amount of \$1,688,500.00 and authorize the Mayor's signature on all pertinent documents, subject to Legal Department review. Funding for the materials has been budgeted in the Street and Water Department Fiscal Year 2025 budgets. **(ACTION ITEM)**

Documents:

AGENDA-ITEM-15.PDF

16. PIGGYBACK BID ACCEPTANCE AND CONTRACT APPROVAL FOR MICROSURFACING SERVICES - VSS INTERNATIONAL

Council may wish to approve piggybacking of the City of Pocatello 2024 contract for Type III Fiberized Microsurfacing Services via VSS International for the 2025 pavement maintenance season in the approximated amount of \$743,450.00 and authorize the Mayor's signature on all pertinent documents, subject to Legal Department review. Funding for the materials has been budgeted in the Street Department Fiscal Year 2025 budget. **(ACTION ITEM)**

Documents:

AGENDA-ITEM-16.PDF

17. PIGGYBACK BID ACCEPTANCE AND PURCHASE OF SANITATION DEPARTMENT VEHICLE - MOUNTAIN HOME AUTO RANCH

Council may wish to approve piggybacking of the City of Boise Co-op contract via Mountain Home Auto Ranch for the purchase of one (1) 2025 Chevrolet Tahoe in the amount of \$59,520.50 and authorize the Mayor's signature on all pertinent documents, subject to Legal Department review. Funding for the purchase has been budgeted in the Sanitation Department Fiscal Year 2025 budget. **(ACTION ITEM)**

Documents:

AGENDA-ITEM-17.PDF

18. 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.)

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.