

AGENDA

CITY OF POCATELLO REGULAR CITY COUNCIL MEETING

JUNE 5, 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 Nancy Pearson, representing First Presbyterian Church.

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 17, 2025.

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

(c) **RESOLUTION - 2025 DESTRUCTION OF CITY RECORDS:** Council may wish to adopt a Resolution providing for the destruction of temporary records pursuant to Idaho Code §50-907 and the City's Records Policy.

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. CONFIRMATION OF COUNCIL MEMBER APPOINTMENT - BATES

Council may wish to confirm the Mayor's appointment of Dakota Bates to serve as a City Council member fulfilling the unexpired term of Josh Mansfield, City Council member Seat No. 4, with the appointment to be effective June 5, 2025. Upon confirmation, Konni Kendell, City Clerk, will administer the oath of office. **(ACTION ITEM)**

7. PUBLIC HEARING - SOUTH 5TH AVENUE AREA WIDE PLAN

This time has been set aside for the Council to hear comments from the public regarding the South 5th Area Wide Plan. Council may wish to adopt the proposed document as an official City plan by resolution. **(ACTION ITEM)** (Legislative public hearing)

Documents:

AGENDA-ITEM-7.PDF

8. FINAL PLAT - HOSPITAL VIEW DIVISION 1

Council may wish to approve a final plat application submitted by JG Ventures, LLC, represented by Bryce Marsh, Horrocks Engineering (mailing address: 2194 Snake River Parkway, Suite 205, Idaho Falls, ID 83402) to subdivide 3.669 acres (more or less) into four (4) commercial lots and two (2) common lots. The proposed subdivision is located east of Portneuf Medical Center and will be known as Hospital View Division 1. Staff recommends approval of the final plat with conditions. **(ACTION ITEM)**

Documents:

AGENDA-ITEM-8.PDF

9. FINAL PLAT APPLICATION - FAIRMONT PLACE

Council may wish to approve a final plat application submitted by Cody Christensen, represented by Laura-Louise Radke, Sunrise Engineering (mailing address: 600 East Oak Street, Pocatello, ID 83201) to subdivide 2022 acres (more or less) into thirteen (13) lots. The properties are located in the 1100 block of East Poplar Street and 600 block of Franklin Avenue.

Staff recommends approval of the final plat with conditions. **(ACTION ITEM)**

Documents:

AGENDA-ITEM-9.PDF

10. IDAHO FIRE CHIEFS LICENSE PLATE GRANT APPLICATION REQUEST

Council may wish to approve submission of a grant application for the Idaho Fire Chiefs License Plate Grant in the amount of \$3,000.00 and if awarded, authorize acceptance of the grant and authorize the mayor's signature on all pertinent documents, subject to Legal Department review. **(ACTION ITEM)**

Grant funds will be used for the purchase of fire prevention outreach materials. There is no grant match required.

Documents:

AGENDA-ITEM-10.PDF

11. HOUSING PLAN AWARD/ PROFESSIONAL SERVICES AGREEMENT - STANTEC CONSULTING SERVICES, INC.

Council may wish to accept the recommendations of staff and award a contract and approve a professional services agreement between the City of Pocatello and Stantec Consulting Services, Inc. for a Housing Plan and authorize the Mayor's signature on all pertinent documents, subject to Legal Department review. The City conducted a Request for Qualifications (RFQ) for the Housing Plan and received eleven (11) responsive and responsible proposals for the services and Stantec Consulting Services, Inc. was deemed

the most highly qualified. **(ACTION ITEM)**

Documents:

AGENDA-ITEM-11.PDF

12. BID ACCEPTANCE AND CONTRACT FOR EAST OAK STREET CHILD PEDESTRIAN SAFETY IMPROVEMENTS PROJECT - D-CO CONCRETE, LLC

Council may wish to approve the following requests regarding the East Oak Street Child Pedestrian Safety Improvements Project: **(ACTION ITEM)**

- a) Accept the low responsive bid received on May 13, 2025, from D-Co Concrete, LLC for \$237,970.66, and if accepted;
- b) Authorize an agreement between the City of Pocatello and D-Co Concrete, LLC in the amount of \$237,970.66 for the East Oak Street Child Pedestrian Safety Improvements Project, and authorize the Mayor's signature on all pertinent documents, subject to Legal Department review.

The City was awarded \$250,000.00 through the State of Idaho Children Pedestrian Safety (CPS) Program to provide infrastructure improvements for the Greenacres Elementary School project development. There is no fiscal requirement or match for the project.

Documents:

AGENDA-ITEM-12.PDF

13. LEASE AGREEMENTS/ RENEWAL AND RESOLUTIONS - AIRPORT

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

- a) A lease agreement with Idaho Inline Hockey for approximately 3.25

acres of property upon which they will construct and operate an indoor hockey facility. The lease will be for a twenty (20) year term at a rental rate of \$8,125.00 per year; and

b) A lease agreement with RDM Onsite for approximately 4,208 square feet of warehouse space for the purpose of cold storage of business supplies and equipment. Term will be five (5) years and rental rate will be \$553.80 per month.

c) A lease agreement renewal with Marilyn Merrill for approximately 1,760 square feet of hangar space for the storage of aircraft. Term will be five (5) years and rental rate will be \$324.20 per month.

All rental rates will be increased annually according to the CPI with a full rate review in 2026 and every five (5) years thereafter.

Documents:

AGENDA-ITEM-13.PDF

14. 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.

Ordinance ready for reading:

14) An ordinance annexing approximately 77.95 acres of land to extend the Pocatello city limits north of East Center Street and southeast of Vista Drive. The subject property will be zoned Residential Low Density (RL) with concurrent Comprehensive Plan Land Use Map designation of Residential (R). **(ACTION ITEM)**

Documents:

AGENDA-ITEM-14.PDF

15. 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.)

16. 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.