

AGENDA

CITY OF POCATELLO REGULAR CITY COUNCIL MEETING

SEPTEMBER 4, 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 Father Constantine Zozos, representing Assumption Greek Orthodox 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 following meetings: Budget Development meeting of June 2, 2025; Special City Council Town Hall meeting of June 25, 2025; Clarification and Regular Council meetings of July 3, 2025; and Special City Council meeting of August 27, 2025.

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

(c) HUMAN RELATIONS ADVISORY COMMITTEE REAPPOINTMENT: Council may wish to confirm the Mayor's reappointment of Mandy Peace to continue serving as a member of the Human Relations Advisory Committee. Mandy's term will begin September 17, 2025 and expire September 17, 2029.

(d) SAFETY FOOTWEAR POLICY UPDATE: Council may wish to adopt a revised Safety Footwear Program policy updating job titles for those eligible for the footwear allowance.

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. TAXICAB LICENSE DENIAL APPEAL - TEA

Kimberly Tea will be present to appeal the denial of her taxicab license, which was denied by the Pocatello Police Department. **(ACTION ITEM)**

7. PUBLIC HEARING - ANNEXATION AND ZONING MAP DESIGNATION - 1.86 ACRES AT 8728 NORTH KRAFT ROAD

This time has been set aside for the Council to hear comments from the public regarding a request by Tia Lloyd (mailing address: 8728 North Kraft Road, Pocatello, ID 83201) to annex 1.86 acres (more or less) of property addressed as 8728 North Kraft Road with a zoning designation of Residential Commercial Professional (RCP). Following a public hearing held August 13, 2025 the Planning and Zoning Commission recommended approval of the request with conditions. **(ACTION ITEM)**

Documents:

AGENDA-ITEM-7.PDF

8. PUBLIC HEARING - PLANNED UNIT DEVELOPMENT - NORTHGATE RIDGE

This time has been set aside for the Council to hear comments from the public regarding a request by Buck Swaney of Smart Town LLC, (mailing address: PO Box 17289, Holladay, UT 84117) for a Planned Unit Development (PUD) to develop 20.41 acres (more or less) into 283 zero lot line townhomes and common areas. The subject land includes five (5) separate parcels generally east of Portneuf Urgent Care,

entailing 20.41 acres (more or less). The request is to allow for lot size averaging as outlined under Pocatello Municipal Code Section 17.02.140. Following a public hearing held on August 13, 2025 the Planning and Zoning Commission recommended approval of the application with conditions. **(ACTION ITEM)**

Documents:

AGENDA-ITEM-8.PDF

9. US DEPARTMENT OF TRANSPORTATION - RURAL AND TRIBAL ASSISTANCE PILOT PROGRAM GRANT APPLICATION

Council may wish to approve submission of the US DOT Rural and Tribal Assistance Pilot Program grant application for a municipal services impact analysis. The total project costs are \$750,000 and there is no required match. If awarded, Council may wish to accept the grant and authorize the Mayor's signature on all pertinent documents, subject to Legal Department review. **(ACTION ITEM)**

Documents:

AGENDA-ITEM-9.PDF

10. 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 one (1) vehicle as surplus, which was seized during ongoing investigations. The vehicle has 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 vehicle through auction and authorize the Mayor's signature on all pertinent documents.

Documents:

AGENDA-ITEM-10.PDF

11. WELLABLE EMPLOYEE WELLNESS PROGRAM APP

Council may wish to accept the recommendation of staff and approve an agreement with Wellable to provide services pertaining to a wellness app for the employee wellness program and authorize the Mayor's signature on all applicable documents, subject to Legal Department Review. **(ACTION ITEM)**

Documents:

AGENDA-ITEM-11.PDF

12. CLEARWATER FINANCIAL SERVICES CONTRACT

Council may wish to approve a professional services agreement with Clearwater Financial Services to support the City's investment and cash management program and authorize the Mayor's signature on all applicable documents, subject to Investment and Audit Committee and Legal Department review. **(ACTION ITEM)**

Documents:

AGENDA-ITEM-12.PDF

13. AIRPORT LEASE TERMINATION, RESOLUTION AND LEASE AGREEMENT - AIRPORT

Council may wish to approve the following requests for property at the airport and authorize the Mayor's signature on all applicable documents, subject to Legal Department review: **(ACTION ITEM)**

- a) Approve termination of the lease agreement between the City and Petersen, Inc. dated August 25, 2021 and amended April 28, 2017; and if approved
- b) Adopt a resolution and approve a lease agreement between the City and Steve Petersen for approximately 12 acres of property upon which Mr. Petersen will own and operate a light industrial/manufacturing facility.

The lease agreement will be for a 30-year term at a rental rate of \$30,000.00 per year to be increased annually according to the CPI with full rate review in 2031 and every five (5) years thereafter with a maximum increase of 5% plus CPI.

Documents:

AGENDA-ITEM-13.PDF

14. RESOLUTION - HISTORIC DOWNTOWN POCATELLO URBAN RENEWAL AREA ELIGIBILITY STUDY

Council may wish to adopt a resolution accepting the Pocatello Development Authority Historic Downtown Pocatello Urban Renewal Area (URA) Eligibility Study and authorize the Mayor's signature on all applicable documents, subject to Legal Department review. **(ACTION ITEM)**

Documents:

AGENDA-ITEM-14.PDF

15. RESOLUTION - ADOPTING UPDATED DRUG/ALCOHOL TESTING POLICY

Council may wish to adopt a resolution amending the City's Drug/Alcohol Testing Policy, most recently adopted September 21, 2023, for employees whose positions require a Commercial Driver's License, (not Transit Authority-related). This amendment updates Appendix "A" identifying all job titles subject to random drug/alcohol testing. **(ACTION ITEM)**

Documents:

AGENDA-ITEM-15.PDF

16. RESOLUTION - ADOPTING UPDATED PUBLIC TRANSIT DEPARTMENT DRUG/ALCOHOL TESTING POLICY

Council may wish to adopt a resolution amending the City's Transit Department Drug/Alcohol Testing Policy, most recently adopted September 21, 2023, for employees whose positions require a Commercial Driver's License, (Transit Authority-related). This amendment updates Appendix "A" identifying all job titles subject to random drug/alcohol testing. **(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 annexing and zoning approximately 12.4 acres of land of parent parcel RPR3853028016 to extend the Pocatello city limits north of Trail Creek Road. 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-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.