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CITY OF POCATELLO, IDAHO
CITY COUNCIL WORK SESSION
DECEMBER 12, 2024

AGENDA ITEM NO. 1: ROLL CALL

Council President Linda Leeuwrik called the City Council Work Session to order at 9:02 a.m. Council members present were Rick Cheatum, Corey Mangum, Josh Mansfield and Brent Nichols. Mayor Brian Blad and Council member Hayden Paulsen were excused.

AGENDA ITEM NO. 2: PORTNEUF GREENWAY FOUNDATION UPDATE

Representatives from the Portneuf Greenway Foundation (PGF) were present to discuss their goals and projects and receive Council feedback.

Dan Harrelson, Portneuf Greenway Foundation President, provided an overview and update on current projects as follows:

Brennan Extension

- 1,600 foot path along the North Main Street extension across from Sacajawea Park
- paved on City property in 2023
- funded by Idaho Parks and Recreation (IDPR) and private donations

Pam Maguire Pedestrian Bridge

- bridge to connect Sacajawea Park with the Brennan Extension
- $500,000 project funded by Idaho Transportation Department (ITD) Transportation Alternatives Program (TAP) and private funding
- currently in the design phase with installation planned in 2026

Connecting Communities Trail

- 3,150 feet of new trail that will connect Pocatello Creek Road to the Mountain View Events Center and Portneuf Wellness Complex
- stage 1 funded by IDPR, Ifft Foundation, and the PGF
- stage 1 construction is complete
- stage 2 construction funded by Idaho Central Credit Union
- stage 2 is planned for installation and completion in the latter half of 2025
- stage 2 will add neighborhood and hotel access points, River of Life rest area, and monuments

Monte Vista to Pocatello Creek Road

- 2,700 feet of new trail
- funded by ITD and Portneuf Health Trust
- easement donated to PGF
- construction slated for 2025
- pedestrian flasher at Monte Vista to be installed

Parrish Trail Erosion Control

- approximately 400 feet of erosion was addressed
- City of Pocatello provided regrading and rocks to protect the trail
- PGF repaved the trail
- additional measures will likely be needed in the future

Portneuf Health Trust Unity Trail

- rocks were installed to control erosion
- rest area signs installed
- trees and trailhead landscaping were added

Beverly Trail Willow Planting

- willow shoots were planted in the fall
- shoots are expected to sprout in the spring and protect the bank from erosion

Mr. Harrelson highlighted potential projects as follows:

Abraszewski Donation

- a donation from the Abraszewski family, in honor of Paul Abraszewski, received
- if an easement can be attained, the existing Abrazewski Trail could be extended to the Great Western Malting plant area
- PGF and City staff partnering to apply for TAP grant funds
- PGF is working with landowner for easement
- donated funds may be used for 2027/2028 TAP grant match and maintenance

Historic Downtown

- possible update of the Bannock Transportation Planning Organization (BTPO) Bicycle Pedestrian Plan for routes throughout Pocatello and Chubbuck with an emphasis on a route through downtown Pocatello
- public input would be sought
- grant opportunities may be available to assist with the project

EPA Community Change Grant

- improvements to South 5th Avenue; South 2nd Avenue Greenway Trail; Centennial, Rainy, and Constitution Parks; potable water at parks; and septic changeover to City sewer systems
- PGF and the City are partners in the grant
- PGF will provide public outreach for the projects

Mr. Harrelson gave an overview of the history of the PGF and highlighted the cooperative nature of the relationship PGF has with the City on most ventures. He referenced the role and responsibilities of the City and PGF outlined in the 1992 Portneuf Greenway Implementation Plan and the Greenway Master Plan 2008. Mr. Harrelson gave an overview of the Trails Working Group and BTPO Bicycle Pedestrian Plan and highlighted questions he asked surrounding communities regarding trails. He recommended revisiting the Plans in conjunction with the Parks, Recreation, Open Space, and Trails Survey and consider adding language that describes the roles and responsibilities of the City of Pocatello and the PGF for the future.

In response to questions from Council, Mr. Harrelson expressed his opinion that the PGF could continue advocating and supporting various projects but not provide funding for maintenance. He pointed out that trail usage is steadily increasing, according to BTPO, and there is strong community support for trails and projects. Mr. Harrelson clarified that when soliciting funding for a project, maintenance costs are not included. He stated that the greatest impediments to building new trails are access and funding.

Council President Leeuwrik thanked Mr. Harrelson for the work on trails he and the volunteers provide to benefit the community.

AGENDA ITEM NO. 3: CITY INITIATED TEXT AMENDMENTS TO TITLE 17: ZONING REGULATIONS

Planning and Development Services staff members were present to discuss proposed updates to Pocatello City Code Title 17: Zoning Regulations.

Jim Anglesey, Senior Planner, gave an overview of the Summary of Proposed Amendments to Pocatello City Code Title 17: Zoning Regulations. He highlighted the 25-year sliding scale policy that would be used to address matters that do not meet current code which would be grandfathered to ease the administration of proof for determining whether structures have been built illegally.

In response to questions from Council, Brent McLane, Planning and Development Services Director, explained that the current enforcement process involves sending letters to property owners instructing them to bring structures into compliance, followed by the citation and misdemeanor process for those that do not willingly comply. He added that lending institutions have begun asking City staff for letters to confirm properties are legal and have no current violations.

Council discussed the following items: economic issues related to self service storage units and car washes, requirements for the zoning and development of car washes, a possible market study requirement for car washes, environmental impact of car washes, prudent planning for valuable commercial space, and redevelopment costs for properties on which car washes were formerly located.

Jared Johnson, City Attorney, clarified that restrictions on car washes in specified zones are allowable under the law if the restrictions are based on government interest and if there is a non-restricted zone which allows for outright permitting of a car wash.

Mr. Anglesey highlighted the following items from the proposed zoning update: adjustments to the Dimensional Standards Table based on best practices for the purpose of curbing housing issues, streamlined parking standards, and amendments to commercial development standards.

Council instructed Planning and Development Services staff to proceed with applicable steps necessary to consider the proposed changes to Title 17: Zoning Regulations.

Council President Leeuwrik called a recess at 10:17 a.m.

Council President Leeuwrik reconvened the meeting at 10:23 a.m.

AGENDA ITEM NO. 4
AMERICAN RESCUE PLAN ACT (ARPA) PROJECTS UPDATE

Public Works Department staff members were in attendance to present information, updated cost estimates and status updates of ARPA projects.

Jeff Mansfield, Public Works Director, reminded Council that all ARPA funding must be obligated by the end of December 2024 or returned to the federal government. He stated that the list of proposed projects outlined on June 8, 2023, was approved and subsequently expanded due to cost savings measures, creative thinking, and cooperative efforts by staff. Mr. Mansfield introduced an ARPA project chart which highlighted the completion of several projects, including premium pay, Brooklyn's Playground, pickleball courts, Senior Center sidewalk replacement, and the variable frequency drive for Well #14. He added that the water slide would be complete once an outstanding bill is settled. Mr. Mansfield highlighted a couple of corrections to the chart and updated Council on the status of the remaining projects in various stages. Mr. Mansfield explained that some projects exceeded their estimated costs, while others came in under budget, leaving approximately $150,000 remaining to be used or obligated by the end of the month. He identified the Hiline Road widening project as a potential use for the excess funds. In response to a question from Council, Mr. Mansfield explained that the pipe burst method involves running a cable through a buried pipe, with a machine pulling it through using a bursting head with cutters. This process bursts the existing pipe and pulls a new pipe through in its place, avoiding the need to dig up and replace the old pipe. The new pipe is typically the same size or slightly larger. Mr. Mansfield explained that the cost of this method can vary depending on the location, and given the sensitive nature of the cemetery this approach would be warranted. Mr. Mansfield also addressed a provision for cost overages, stating that if a project's cost exceeds the allocated funds, additional money must be found within the budget or brought to the Council for approval. He clarified that funds must be spent on the designated projects and cannot be reallocated to other purposes if bids come in lower than expected. He confirmed that contracts and memorandums of understanding (MOU) for funding would be presented to the Council next week. In response to a question about the cost of the MOU for the Hiline Road widening project, Mr. Mansfield explained that if the final design comes in below the projected cost, the savings could be used for an impact study or other available services pertaining to the project. He emphasized that ARPA funds should be spent first and assured the Council that there is no risk of returning money, as staff has worked hard to keep an accurate accounting of funds.

AGENDA ITEM NO. 5: COUNCIL ADVISORY BOARD UPDATES — Council members provided updates related to the advisory boards on which they serve.

Council member Cheatum reported that the Senior Center netted $6,000 in revenue last month which included the $35,000 contribution from the City. He also noted that the bathroom upgrade project funded by the Lowe's grant has been completed, though the total cost exceeded the grant funds by $27,000.

Council member Leeuwrik stated that, as part of her service on the Bannock Transportation Planning Organization board, she has been collaborating with Mori Byington to develop a job description to help identify a suitable candidate for his position as Executive Director upon his upcoming retirement.

Council member Mangum stated that he did not have any updates at this time.

Council member Nichols stated that he did not have any updates at this time.

Council member Mansfield reported that revolving loan fund associated with Southeast Idaho Council of Governments has approved a loan to support the development of a new building for a local business.

AGENDA ITEM NO. 6: ADJOURN — There being no further business, Council President Leeuwrik adjourned the meeting at 10:51 a.m.

APPROVED:

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BRIAN C. BLAD, MAYOR

PREPARED BY:

SHAWNIE SATTERFIELD FERRIN, CITY CLERK

ATTEST BY:

KONNI R. KENDELL, CITY CLERK

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CITY OF POCATELLO, IDAHO
CITY COUNCIL
CLARIFICATION MEETING
DECEMBER 19, 2024

1: ROLL CALL	Mayor Brian Blad called the City Council Clarification meeting to order at 5:31 p.m. Council members present were Rick Cheatum, Linda Leeuwrik, Corey Mangum, Josh Mansfield, Brent Nichols, and Hayden Paulsen.
2: DISCUSSION:	Mayor Blad and City Council members discussed items listed on the December 19, 2024 Regular City Council Meeting agenda. Staff members clarified agenda item information for City Council members.
3: ADJOURN:	Mayor Blad adjourned the City Council Clarification Meeting at 5:47 p.m.

APPROVED BY:

____
BRIAN C. BLAD, MAYOR

ATTESTED BY:

____
KONNI R. KENDELL, CITY CLERK

PREPARED BY:

____
AUBRIANA T. RESENDES, DEPUTY CITY CLERK

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CITY OF POCATELLO, IDAHO
CITY COUNCIL
REGULAR CITY COUNCIL MEETING
DECEMBER 19, 2024

AGENDA ITEM NO. ROLL CALL AND PLEDGE OF ALLEGIANCE	1:	The Regular City Council meeting was called to order at 6:00 p.m. by Mayor Brian Blad. Council members present were Rick Cheatum, Linda Leeuwrik, Corey Mangum, Josh Mansfield, Brent Nichols, and Hayden Paulsen.

Mayor Blad led the audience in the pledge of allegiance.

AGENDA ITEM NO. INVOCATION	2:	The invocation was offered by Reverend Jenny Peek, representing Pocatello Unitarian Universalist Association.
AGENDA ITEM NO. CONSENT AGENDA	3:	Council was asked to consider the following business items:
–MINUTES	(a)	Waive the oral reading of the minutes and approve the minutes from the following meetings: Special City Council Town Hall meeting of November 19, 2024; and Clarification and Regular City Council meetings of December 5, 2024.
–MATERIAL CLAIMS	(b)	Approve the Material Claims for the period of December 1-15, 2024 in the amount of $2,469,344.
–CONSTRUCTION BOARD OF APPEALS AND REVIEW APPOINTMENT	(c)	Confirm the Mayor's reappointment of Rob Jensen to continue serving as a member of the Construction Board of Appeals and Review. Rob's term will begin December 31, 2024 and expire December 31, 2026.
–COUNCIL DECISION – FINAL PLAT APPROVAL FOR NORTHGATE VILLAS DIVISION 1	(d)	Adopt the Council's decision approving the final plat for Northgate Villas Division 1 which subdivides approximately 13.75 acres of land, generally located northwest of the extension of Fairgrounds Road and west of Interstate-15, into thirty (30) lots, subject to conditions.
– 2024 ANNUAL ROAD AND STREET FINANCIAL REPORT	(e)	Approve the 2024 Road and Street Financial Report. The report accounts for the City's use of state highway user dollars during the past fiscal year to the Idaho State Controller as required by law.

A motion was made by Ms. Leeuwrik, seconded by Mr. Cheatum, to approve the items on the Consent Agenda. Upon roll call, those voting in favor were Leeuwrik, Cheatum, Mangum, Mansfield, Nichols and Paulsen.

AGENDA ITEM NO. PROCLAMATIONS	4:	Mayor Blad announced there were no proclamations.

AGENDA ITEM NO. 5: CALENDAR REVIEW

Mayor Blad reminded the Council members of the following meetings: January 2nd Clarification meeting at 5:30 p.m. followed by the Regular City Council meeting at 6:00 p.m.; January 9th City Council Work Session at 9:00 a.m. followed by a Council Goal Setting meeting; and January 16th Clarification meeting at 5:30 p.m. followed by the Regular City Council meeting at 6:00 p.m. Mayor Blad announced Marshall Public Library has shortened service hours in December. The hours are 10:00 a.m. to 6:00 p.m. The Library will be closed December 24th and December 25th for the Christmas holiday. Regular hours will return on January 2nd; City offices will be closed December 25th for the Christmas Holiday and January 1st for the New Year's Day holiday. Garbage and recycling pickups will be delayed by one day; Community Recreation Center will have the following modified business hours for the Christmas and New Year's holidays: December 24th and December 31st: Open 6 a.m. to 3 p.m. Closed December 25th and January 1st; December 27 through 31 – Special Sanitation pick-up for Christmas overflow. Bags or boxes of extra holiday wrapping will be picked up on the same day as regularly scheduled pick-up; December 26 through January 12 – Christmas Tree collection sites. Boxes will be provided at City Hall; Rainey Park on South Arthur; and Sister City Park entrance on Pocatello Creek Road for Christmas tree disposal. Trees will be chipped and used in landscaping projects. Be sure to remove all strings, wires and other objects to avoid damaging the City's wood chipping equipment; City Creek Recreation area gates are closed to motorized access until approximately May 15, 2025.

Mayor Blad reminded citizens to keep sidewalks clear of snow and ice. When clearing sidewalks and driveways of snow, please do not place snow in the street. It becomes a driving hazard.

AGENDA ITEM NO. 6: TAXICAB LICENSE APPEAL – RODRIGUEZ

Angelina Rodriguez was present to appeal the denial of her Taxicab License, which was denied by the Pocatello Police Department.

Angelina Rodriguez, Pocatello citizen, appealed the denial of her taxi cab license, highlighting her progress in sobriety and personal development. She shared that she has been working closely with her parole officer and has completed various programs, including Moral Reconation Therapy, anger management, and grief counseling. In addition, she received recovery coach training in November, which she feels is a significant milestone in her journey. Ms. Rodriguez expressed pride in her achievements and asked the Council to consider her efforts and continued commitment to improving her life. In response to questions from Council, Ms. Rodriguez stated her last offense was in 2018 and was released from jail in 2021. She relapsed after her mother's death in 2023 but credits counseling for her recovery. Her most recent relapse was eight months ago. She is on parole until June 2025, regained her driving privileges in 2021, and is employed by Sylvia Buck, who, along with her sister, were in attendance and have supported her recovery.

Syllvia Buck stated she has been Ms. Rodriguez's employer since 2021. She shared Ms. Rodriguez has been reliable, trustworthy, and responsible, even during personal challenges like her mother's death. Ms. Buck expressed support of Ms. Rodriguez's efforts to turn her life around, noting her commitment to sobriety, completion of recovery coach training, and plans to pursue caregiving education at ISU. She asked the Council to consider granting Ms. Rodriguez's appeal.

A motion was made by Mr. Mansfield, seconded by Mr. Mangum, to overturn the decision of the Police Department and approve the taxicab license for Angelina Rodriguez. Upon roll call, those voting in favor were Mansfield, Mangum, Leeuwrik, and Paulsen. Those voting in opposition were Cheatum and Nichols. The motion passed.

AGENDA ITEM NO. 7:
2024 ASSISTANCE TO FIREFIGHTERS GRANT APPLICATION – FIRE DEPARTMENT

Council was asked to approve and authorize submission of the 2024 Assistance to Firefighters Grant (AFG) grant application and, if awarded, authorize acceptance of the grant and authorize the Mayor's signature on all pertinent documents, subject to Legal Department review. The Assistance to Firefighters Grant is an annual grant through the Federal Emergency Management Agency. The grant funding amount is $73,200 with a required local match of $6,654.55. Funds for the match would be budgeted in the FY2026 Fire Department Training line item.

Mayor Blad clarified the amount of the application was $73,200.

A motion was made by Ms. Leeuwrik, seconded by Mr. Paulsen, to approve and authorize submission of the 2024 Assistance to Firefighters Grant (AFG) grant application in the amount of $73,200 with a required local match of $6,654.55 and, if awarded, authorize acceptance of the grant and authorize the Mayor's signature on all pertinent documents, subject to Legal Department review. Upon roll call, those voting in favor were Leeuwrik, Paulsen, Cheatum, Mangum, Mansfield, and Nichols.

AGENDA ITEM NO. 8:
US EPA SOLID WASTE INFRASTURCTURE FOR RECYCLING (SWIFR) GRANT PROGRAM APPLICATION

Council was asked to approve submission of a grant application for the EPA SWIFR program for improvements and upgrades to the City's recycling program as well as implementation of a commercial cardboard recycling program. Total project costs are $4,950,000 and would be fully funded through the grant. Council may wish to approve the grant application and, if awarded, authorize acceptance of the grant and authorize the Mayor's signature on all pertinent documents, subject to Legal Department review.

A motion was made by Mr. Cheatum, seconded by Ms. Leeuwrik, to approve submission of a grant application for the EPA SWIFR program for improvements and upgrades to the City's recycling program as well as implementation of a commercial cardboard recycling program in the amount of $4,950,000 and, if awarded, authorize acceptance of the grant and authorize the Mayor's signature on all pertinent documents, subject to Legal Department review.

In response to questions from the Council, Tom Kirkman, Director of Public Services, provided an update on the City's recycling program. He explained that after Republic Services planned to close its recycling facility last summer, the City took over operations, purchasing the facility and equipment. Cost saving adjustments such as reducing single-stream costs, implementing cardboard baling and sales, and collaborating with regional entities, have resulted in significant savings and, in some months, a net profit. Mr. Kirkman noted strong interest from local businesses in program expansion.

Council praised the program's progress, emphasizing its financial benefits, sustainability, and potential to serve as a regional model. Council commended staff for innovative problem solving and commitment.

Mr. Cheatum's motion was voted upon at this time. Upon roll call, those voting in favor were Cheatum, Leeuwrik, Mangum, Mansfield, Nichols, and Paulsen.

AGENDA ITEM NO. 9: AIRPORT TITLE VI PLAN ADOPTION – AIRPORT		Council was asked to adopt the Airport Title VI Plan, as required by the FAA and authorize the Mayor's signature on all pertinent documents, including any future minor administrative changes to the plan as needed, subject to Legal Department review.

A motion was made by Mr. Mangum, seconded by Ms. Leeuwrik, to adopt the Airport Title VI Plan, as required by the FAA and authorize the Mayor's signature on all pertinent documents, including any future minor administrative changes to the plan as needed, subject to Legal Department review.

In response to questions from the Council, Alan Evans, Airport Manager, explained that the plan, required by the Federal Aviation Administration (FAA), ensures compliance with the Civil Rights Act of 1964 and other federal regulations tied to grant funding. He noted that while this is a new requirement for regional airports, similar plans have already been implemented by the City in the Transit Department. Mr. Evans stated that the airport developed a compliant plan to meet FAA funding requirements.

Mr. Mangum's motion was voted upon at this time. Upon roll call, those voting in favor were Mangum, Leeuwrik, Cheatum, Mansfield, Nichols, and Paulsen.

AGENDA ITEM NO. 10: ARPA FUND OBLIGATIONS		Council was asked to approve the following obligations of ARPA funds and authorize the Mayor's signature on all applicable documents, subject to Legal Department review:
LEGACY PARK IMPROVEMENTS		a) Memorandum of Understanding (MOU) in the amount of \$45,000 with the Parks and Recreation Department to complete the Legacy Park improvements;
MOUNTAIN VIEW CEMETERY ROAD IMPROVEMENTS		b) Memorandum of Understanding (MOU) in the amount of \$70,000 with the Parks and Recreation Department to complete the Mountain View Cemetery road improvements;
1ST AVENUE STORMWATER PROJECT		c) Memorandum of Understanding (MOU) in the amount of \$45,000 with the Street Department to complete the paving associated with the 1st Avenue Stormwater Project;
HILINE ROAD WIDENING PROJECT		d) Funding in the amount of \$48,450 for the Professional Services Agreement with Keller Associates for the Hiline Road Widening Project as approved at the November 7, 2024 Council meeting;
ALLIED UNDERGROUND TECHNOLOGY		e) Funding in the amount of \$31,574.61 for the construction of the Mountain View Cemetery waterline replacement with Allied Underground Technology as approved at the December 5, 2024 Council meeting; and
PLAYGROUND EQUIPMENT FOR LEGACY PARK		f) Funding in the amount of \$49,869 for the purchase of playground equipment for Legacy Park.

Mayor Blad clarified the amount in Agenda Item 10 (e) was $31,574.61.

A motion was made by Mr. Mansfield, seconded by Mr. Paulsen, to approve items 10(a) through 10(f) of ARPA funds as outlined and clarified in Agenda Items 10(a) through 10(f) and authorize the Mayor's signature on all applicable documents, subject to Legal Department review. Upon roll call, those voting in favor were Mansfield, Paulsen, Cheatum, Leeuwrik, Mangum, and Nichols.

AGENDA ITEM NO. 11: PIGGYBACK BID ACCEPTANCE FOR CONCRETE SERVICES – M&S DEVELOPMENT AND CONSTRUCTION LLC	Council was asked to accept the recommendations of staff and approve the piggyback bid of the City of Pocatello FY2024 contract pricing for certain concrete services via M&S Development & Construction LLC for FY2025 projects such as pavement management, ADA ramps and Ross Park Aquatic Complex repairs and authorize the Mayor's signature on all pertinent documents, subject to Legal Department review. Funding for the procurement is available through American Rescue Plan Act (ARPA) funding.

A motion was made by Mr. Mansfield, seconded by Ms. Leeuwrik, to accept the recommendations of staff and approve the piggyback bid of the City of Pocatello FY2024 contract pricing for certain concrete services via M&S Development & Construction LLC in the amount of $208,235.71 for FY2025 projects such as pavement management, ADA ramps and Ross Park Aquatic Complex repairs and authorize the Mayor's signature on all pertinent documents, subject to Legal Department review. Upon roll call, those voting in favor were Mansfield, Leeuwrik, Cheatum, Mangum, Nichols, and Paulsen.

AGENDA ITEM NO. 12: BID ACCEPTANCE/ AWARD AND PROCUREMENT AGREEMENTS – ROSS PARK AQUATIC COMPLEX	Council was asked to accept the recommendations of staff and approve the following requests for goods and services at the Ross Park Aquatic Complex (RPAC):
SECURA COIN LOCKERS	a) Accept the lowest-cost responsive bid and award the bid to Secura Coin Lockers in the amount of $80,206.00 for locker replacements;
MASTERCRAFT – LAZY RIVER	b) Accept the lowest-cost, responsive bid and award the bid to Mastercraft Pool & Spa for Lazy River filtration system upgrades in the amount of $193,698.20; and
MASTERCRAFT – KIDDIE POOL	c) Accept the lowest-cost responsive bid and award the bid to Mastercraft Pool & Spa for Kiddie Pool filtration system upgrades in the amount of $126,899.40.

Funding for the procurement has been allocated and is available through American Rescue Plan Act (ARPA) funding.

A motion was made by Mr. Mansfield, seconded by Mr. Mangum, to approve requests as outlined in Agenda Item 12(a) through 12(c) for goods and services at the Ross Park Aquatic Complex (RPAC). Upon roll call, those voting in favor were Mansfield, Mangum, Leeuwrik, Nichols, and Paulsen. Cheatum voted in opposition. The motion passed.

AGENDA ITEM NO. 13: 2025 WATER DEPARTMENT MATERIALS BID

Council was asked to consider bids received on November 21, 2024 for materials used by the Water Department for capital improvement projects, routine maintenance and to replenish materials inventory. The bid was separated into twelve (12) separate lots in an effort to guarantee the lowest price for the City. Staff requests that Council award each lot to the lowest responsive bidder as follows:

CORE & MAIN LP	a) Lots One, Four, Five, Six, Seven, Nine, Ten and Eleven ($506,254.13);
FERGUSON WATERWORKS	b) Lots Two, Three and Eight ($183,971.88); and
ZENNER USA	c) Lot Twelve ($53,565.40)

Total cost for the materials bids is $743,791.41. Funds are available in the Water Department's Fiscal Year 2025 budget.

A motion was made by Ms. Leeuwrik, seconded by Mr. Cheatum, to accept bids received on November 21, 2024 for materials used by the Water Department for capital improvement projects, routine maintenance and to replenish materials inventory award each lot to the lowest responsive bidder as outlined in Agenda Item 13 (a) through 13 (c). Upon roll call, those voting in favor were Leeuwrik, Cheatum, Mangum, Mansfield, Nichols, and Paulsen.

AGENDA ITEM NO. 14: BID ACCEPTANCE AND AWARD – MOUNTAIN VIEW CEMETERY SPRINKLER SYSTEM

Council was asked to accept the recommendations of staff and award the bid for Phase 1 of an automated sprinkler system at Mountain View Cemetery project to the lowest-cost, responsive bidder, All American Yards, Inc. and authorize the Mayor's signature on all pertinent documents, subject to Legal Department review. Funding for the procurement has been allocated and is available through American Rescue Plan Act (ARPA) funding.

Mayor Blad clarified the amount in Agenda Item 14 was $190,350.00.

A motion was made by Mr. Mansfield, seconded by Mr. Paulsen, to award the bid for Phase 1 of an automated sprinkler system at Mountain View Cemetery project to the lowest-cost, responsive bidder, All American Yards, Inc. in the amount of $190,350.00 and authorize the Mayor's signature on all pertinent documents, subject to Legal Department review. Upon roll call, those voting in favor were Mansfield, Paulsen, Leeuwrik, Mangum, and Nichols. Cheatum voted in opposition. The motion passed.

AGENDA ITEM NO. 15: LAND ACQUISITION – ESTATE OF KATHLEEN BRENNAN

Council was asked to accept the recommendations of staff and approve the purchase of land located along the Portneuf River, adjacent to Sacajawea Park and the Pocatello Water Department facility, from the Estate of Kathleen Brennan in the amount of $432,881.75, including closing costs and authorize the Mayor's signature on all pertinent documents, subject to Legal Department review. Funding for the procurement has been allocated and is available through American Rescue Plan Act (ARPA) funding.

A motion was made by Mr. Nichols, seconded by Mr. Mansfield, to approve the purchase of land located along the Portneuf River, adjacent to Sacajawea Park and the Pocatello Water Department facility, from the Estate of Kathleen Brennan in the amount of $432,881.75, including closing costs and authorize the Mayor's signature on all pertinent documents, subject to Legal Department review. Upon roll call, those voting in favor were Nichols, Mansfield, Cheatum, Leeuwrik, Mangum, and Paulsen.

AGENDA ITEM NO. 16: ORDINANCE – VACATING A 30-FOOT-WIDE UTILITY EASEMENT

Council was asked to consider an ordinance vacating and abandoning the public's interest in a 30-foot-wide access and utility easement located across a portion of Lots 2 and 5, Block 2, The Crossings Division 1 Amended Plat. Said vacation was approved by City Council Decision dated November 7, 2024.

A motion was made by Mr. Mansfield, seconded by Mr. Mangum, that the ordinance, Agenda Item No. 16, be read only by title and placed on final passage for publication and that only the ordinance summary sheet be submitted for publication. Upon roll call, those voting in favor were Mansfield, Mangum, Cheatum, Leeuwrik, Nichols, and Paulsen.

Matt Kerbs, Deputy City Attorney, read the ordinance by title.

Mayor Blad declared the final reading of the ordinance vacating and abandoning the public's interest in a 30-foot-wide access and utility easement located across a portion of Lots 2 and 5, Block 2, The Crossings Division 1 Amended Plat as approved by City Council Decision dated November 7, 2024. Mayor Blad asked, "Shall the ordinance pass?" Upon roll call, those voting in favor were Cheatum, Leeuwrik, Mangum, Mansfield, Nichols and Paulsen. Mayor Blad declared the ordinance passed, that it be numbered 3153 and that only the ordinance summary sheet be submitted to the Idaho State Journal for publication.

AGENDA ITEM NO. 17: ITEMS FROM THE AUDIENCE

Trissa Cameron, Pocatello Citizen, spoke on behalf of the College Neighborhood Association expressing her support to keep Washington Elementary open, highlighting its historic value and importance to the neighborhood.

AGENDA ITEM NO. 18: ADJOURN

There being no further business, Mayor Blad adjourned the meeting at 7:00 p.m.

APPROVED BY:

BRIAN C. BLAD, MAYOR

ATTESTED BY:

____

KONNI R. KENDELL, CITY CLERK

PREPARED BY:

____

AUBRIANA T. RESENDES, DEPUTY CITY CLERK

3(a)

CITY OF POCATELLO

CITY OF POCATELLO, IDAHO
CITY COUNCIL
CLARIFICATION MEETING
JANUARY 2, 2025

AGENDA ITEM NO. 1: ROLL CALL

City Council President Linda Leeuwrik called the City Council Clarification meeting to order at 5:30 p.m. Other Council members present were Rick Cheatum, Josh Mansfield, Brent Nichols, and Hayden Paulsen. Mayor Brian Blad and Council member Corey Mangum were excused.

AGENDA ITEM NO. 2: DISCUSSION

President Leeuwrik and City Council members discussed items listed on the January 2, 2025 Regular City Council Meeting agenda. Staff members clarified agenda item information for City Council members.

AGENDA ITEM NO. 3: ADJOURN

President Leeuwrik adjourned the City Council Clarification Meeting at 5:36 p.m.

APPROVED BY:

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BRIAN C. BLAD, MAYOR

ATTESTED BY:

____
KONNI R. KENDELL, CITY CLERK

PREPARED BY:

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AUBRIANA T. RESENDES, DEPUTY CITY CLERK

3(a)

CITY OF POCATELLO

CITY OF POCATELLO, IDAHO
CITY COUNCIL
REGULAR CITY COUNCIL MEETING
JANUARY 2, 2025

AGENDA ITEM NO. 1: ROLL CALL AND PLEDGE OF ALLEGIANCE

The Regular City Council meeting was called to order at 6:00 p.m. by City Council President Linda Leeuwrik. Other Council members present were Rick Cheatum, Josh Mansfield, Brent Nichols, and Hayden Paulsen. Mayor Brian Blad and Council member Corey Mangum were excused.

President Leeuwrik led the audience in the pledge of allegiance.

AGENDA ITEM NO. 2: INVOCATION

The invocation was offered by Pastor Jim Jones, representing Blazing Grace Ministries.

AGENDA ITEM NO. 3: CONSENT AGENDA

Council was asked to consider the following business items:

-MATERIAL CLAIMS	**(a)**	Approve the Material Claims for the period of December 16-31, 2024 in the amount of $898.539.12.
-TREASURER'S REPORT	**(b)**	Approve the Treasurer's Report for November 2024 showing cash and investments as of November 30, 2024 in the amount of $99,647,676.
- COMMUNITY DEVELOPMENT BLOCK GRANT ADVISORY COMMITTEE APPOINTMENT	**(c)**	Confirm the Mayor's appointment of Dakota Neifert to serve as a member of the Community Development Block Grant Advisory Committee, filling a long-term vacancy. Dakota's term will begin January 3, 2025 and expire January 3, 2028.
- PARKS AND RECREATION ADVISORY BOARD APPOINTMENT	**(d)**	Confirm the Mayor's appointment of Amy Commendador to serve as a member of the Parks and Recreation Advisory Board, replacing Kathryn Hickok whose term expired. Amy's term will begin January 3, 2025 and expire January 3, 2027.
- POCATELLO REGIONAL AIRPORT COMMISSION REAPPOINTMENTS	**(e)**	Confirm the Mayor's reappointments of Kristen Jensen and Molly Beseris to continue serving as members of the Pocatello Regional Airport Commission. Kristen's term will begin January 4, 2025 and expire January 4, 2027. Molly's term will begin January 18, 2025 and expire January 18, 2027.

A motion was made by Mr. Cheatum, seconded by Mr. Paulsen, to approve the items on the Consent Agenda. Upon roll call, those voting in favor were Cheatum, Paulsen, Mansfield, Nichols, and Leeuwrik.

AGENDA ITEM NO. 4: PROCLAMATIONS

Ms. Leeuwrik announced that there were no proclamations.

AGENDA ITEM NO. 5: CALENDAR REVIEW

Ms. Leeuwrik reminded Council members of the following meetings: January 9th City Council Work Session at 9:00 a.m., immediately followed by a Council Goal Setting meeting; January 16th Clarification meeting at 5:30 p.m. and Regular City Council meeting at 6:00 p.m.

Ms. Leeuwrik announced Christmas Tree Collection sites are available through January 11. Boxes are provided at City Hall; Rainey Park on South Arthur; and Sister City Park entrance on Pocatello Creek Road for Christmas tree disposal. Trees will be chipped and used in landscaping projects. Be sure to remove all strings, wires and other objects to avoid damaging the City's wood chipping equipment; "Ski for Free" day at the Mink Creek Nordic Center, sponsored by ICCU. Parking, trail passes, rentals, and mini-lessons will be free from 9 a.m. to 5 p.m. Rentals will be offered on a first-come, first-served basis and will be available in two-hour time slots; City offices would be closed January 20th to observe Martin Luther King Jr. Day; applications for the 2025 Pocatello's Promise of Tomorrow Mayoral Scholarship for Students Program would be accepted through February 28th.

Ms. Leeuwrik reminded citizens to keep sidewalks clear of snow and ice. When clearing sidewalks and driveways of snow, please do not place snow in the street. It becomes a driving hazard.

AGENDA ITEM NO. 6: PUBLIC HEARING – ZONING MAP AMENDMENTS – 155 WILLARD AVENUE

This time was set aside for the Council to hear comments from the public regarding a request from Brandon Desfosses to rezone property located at 155 Willard Avenue from Commercial General (CG) to Residential Medium Density Single-family (RMS).

President Leeuwrik opened the public hearing.

Council members announced there had been no ex parte communication.

Brandon Desfosses, Pocatello resident, explained that he is interested in buying the property, but the owner didn't realize it was zoned as Commercial General as it is surrounded by houses. Mr. Desfosses requested to rezone the property to Residential Medium Density to allow for construction of a single-family home, noting the lot's suitability and the need for housing.

Jim Anglesey, Long Range Planner, explained rezoning the split-zoned property would align the area entirely as residential (RMS) per the City's future land use map. The Planning and Zoning Commission recommended approval of the change on December 11,

2024. He added that all public notice requirements were met and no written comments had been received. In response to questions from the Council, Mr. Anglesey explained that similar properties in the city are currently zoned as Commercial General but are surrounded by Residential Medium Density Single-Family (RMS). City staff plans to address these areas in the future, reclassifying them as RMS to prevent the need for individual rezoning requests.

Ms. Leeuwrik announced no written correspondence had been received.

There being no public comments, President Leeuwrik closed the public hearing.

A motion was made by Mr. Mansfield, seconded by Mr. Paulsen, to approve the request to rezone property located at 155 Willard Avenue from Commercial General (CG) to Residential Medium Density Single-family (RMS) and that the decision be set out in appropriate Council decision format. Upon roll call, those voting in favor were Mansfield, Paulsen, Cheatum, Nichols, and Leeuwrik.

AGENDA ITEM NO. 7: BID ACCEPTANCE AND AWARD – MOUNTAIN VIEW CEMETERY TREE PRUNING

Council was asked to award the following bids for the Mountain View Cemetery tree pruning and removal project and authorize the Mayor's signature on all pertinent documents, including change orders, subject to Legal Department review:

TOP NOTCH TREES **a)** Top Notch Trees in the amount of $124,400.00; and

INTERMOUNTAIN TREE SERVICE **b)** Intermountain Tree Service in the amount of $9,600.00.

Funding for the project has been provided through the USFS Urban and Community Forestry grant.

A motion was made by Mr. Cheatum, seconded by Mr. Mansfield, to award the bids as listed in Agenda Item 7(a) and7(b) for the Mountain View Cemetery tree pruning and removal project and authorize the Mayor's signature on all pertinent documents, including change orders, subject to Legal Department review. Upon roll call, those voting in favor were Cheatum, Mansfield, Leeuwrik, Nichols, and Paulsen.

AGENDA ITEM NO. 8: ITEMS FROM THE AUDIENCE

There were no individuals signed up to speak at this time.

AGENDA ITEM NO. 9: STATE OF THE CITY

This time was set aside for the Annual State of the City report. A taped report from Mayor Blad and City department heads highlighting special projects over the past year was viewed. Ms. Leeuwrik highlighted the City's successful year, noting strong finances and the use of additional funding from ARPA and grants to support new projects. She thanked City staff, Mayor Blad, and the Council for their hard work and emphasized a continued focus on fiscal responsibility and growth in 2025.

AGENDA ITEM NO. 10: ADJOURN

There being no further business, President Leeuwrik adjourned the meeting at 6:57 p.m.

APPROVED BY:

BRIAN C. BLAD, MAYOR

ATTESTED BY:

KONNI R. KENDELL, CITY CLERK

PREPARED BY:

AUBRIANA T. RESENDES, DEPUTY CITY CLERK