CITY OF POCATELLO

CITY OF POCATELLO, IDAHO
CITY COUNCIL
CITY COUNCIL WORK SESSION
JULY 10, 2025

AGENDA ITEM NO. 1:
ROLL CALL

Mayor Brian Blad called the City Council Work Session to order at 9:03 a.m. Council members present were Dakota Bates, Rick Cheatum, Linda Leeuwrik, Brent Nichols and Hayden Paulsen. Council member Corey Mangum was excused.

AGENDA ITEM NO. 2:
FISCAL YEAR 2026 BUDGET DEVELOPMENT:

Anne Nichols, Chief of Staff and Chantelle Macy, Budget Manager, reviewed budget updates and clarifications received since the June 10, 2025 meeting.

Council members discussed changes to revenue, expenditures, fee schedules, interfund transfers and use of reserve funds.

Council discussed the following items: Adjustments to interfund transfers for Street and GIS funds, and corrections made to balance accounts; Review of the final L-2 form figures provided by the state, resulting in an additional $94,916 in projected revenue. Council agreed to follow the State's recommendations regarding revenue allocation; Discussion of property tax totals, available reserves and projected interest income of approximately $4.99 million, based on conservative estimates of 4% average returns; Adjustments to departmental budgets, including Transit, Golf, Science and Environment, and Public Works funds; Consideration of water lease revenues and concerns about future water availability; use of reserves to balance the General Fund, including whether reserves should be used for one-time expenses versus ongoing operations; Significant discussion regarding the impact of rising health insurance costs and whether reserves should be used to offset the unanticipated $1 million increase; Potential reductions to outside agency/community requests totaling $31,500. After discussion, a majority of the Council supported the use of reserves rather than reducing agency allocations.

A motion was made by Ms. Leeuwrik, seconded by Mr. Paulsen, to direct staff to publish the tentative FY2026 budget, fee schedule and notice of intent to use 1% forgone balance and to publish the budget $200,000 higher to account for pending annexation valuations, with the understanding adjustments will be made at a later date. Upon roll call, those voting in favor were Leeuwrik, Paulsen, Cheatum and Nichols. Bates voted in opposition to the motion. The motion passed.

Mayor Blad called a recess at 10:27 a.m.

Mayor Blad reconvened the meeting at 10:44 a.m.

AGENDA ITEM NO: 3:
PERSONNEL POLICY HANDBOOK UPDATES:

Human Resources Department staff members were in attendance to present proposed changes to existing polies of the Personnel Policy Handbook. Official policy adoptions will be considered by the Council at a future Regular City Council meeting.

Heather Buchanan, Human Resources Director, presented the following proposed updates to the Personnel Policy Handbook: Shifting vacation rollover from calendar year to fiscal year to ease operational pressures during the holiday season. Council supported implementation beginning January 1, 2026; Updates to align with federal law, including the PUMP Act (lactation protections) and the Pregnant Workers Fairness Act; Establishing a policy for GPS use in City vehicles. Installation will be at the department's discretion and primarily used to increase efficiency and accountability; and Clarifications to the educational reimbursement program, limiting eligibility to degree-seeking coursework and consistent with IRS guidelines.

Council members expressed support for the proposed changes. Formal adoption would be considered at a future Regular City Council meeting.

AGENDA ITEM NO. 4:
PROPOSED AMENDMENT TO THE AREA OF CITY IMPACT:

Planning and Development Services staff members were in attendance to discuss and receive guidance from Council regarding proposed amendments to the Area of City Impact.

Brent McLane, Planning and Development Services Director, reviewed proposed amendments to the Area of City Impact (ACI) and displayed an associated map. He stated that Legislative changes now require cities and counties to update the ACIs every five (5) years. Mr. McLane added that the proposed revisions align with the City's Comprehensive Plan 2040, existing utility service areas and anticipated growth patterns. Adjustments include realigning boundaries to reflect property lines, excluding areas not likely to be served within five (5) years and incorporating the Bannock County Fairgrounds and Portneuf Wellness Complex.

Council members discussed the need to negotiate with Bannock County officials to adopt higher development standards in the ACI. They expressed general support for the proposed changes and directed staff to continue coordination with Bannock County.

AGENDA ITEM NO. 5:
COUNCIL ADVISORY BOARD UPDATES:

This time was set aside for the Mayor and Council members to give an update regarding recent advisory board activities.

Council member Paulsen reported that the Parks and Recreation Advisory Board did not meet. He noted that the SEICAA board does not meet during the summer months. He stated that he attended a CDBG training in Boise, which focused on new policies.

Council member Bates stated that the Library Board is focused on updating policies pertaining to allowable activities on Library property. He added that the Summer Reading Program had great participation, with over 1,300 participants. Use of online materials and e-books is rapidly growing. He reported that the Pocatello Arts Council (PAC) is sponsoring Montana Shakespeare in the Park performances July 28th and 29th for the 32nd year and is one of the longest-running sponsors of the program. He added that the free presentations regularly draw 400-500 audience members and the public is invited to attend.

Mayor Blad announced that the Mayor's Youth Advisory Committee (MYAC) doesn't meet during the summer and would resume meetings in September.

Council member Nichols reported that there were no updates, as the Human Relations Advisory Committee (HRAC) meeting was canceled, and the Animal Shelter Advisory Board and the Investment and Audit Committee meet on a quarterly basis.

Council President Leeuwrik stated that there were no updates, as the Investment and Audit Committee and Pocatello Development Authority (PDA) meetings would be held in the upcoming weeks. She added that Historic Downtown Pocatello has discussed the topic of buildings which have been sold or leased and commercial spaces are fairly full and downtown summer activities have been well attended. She reported that Bannock Transportation Planning Organization has hired a new Executive Director, Devin Hillam, and that Mori Byington will stay on staff during the transition to the new leadership.

Council member Cheatum reported that the Airport Commission did not meet. The Senior Activity Center meal service continues to increase and a new kitchen manager has been hired. The Meals on Wheels program meals will begin service through the Senior Activity Center beginning August 1. There was a large public turnout to support the opening of Purce Park, located next to the Senior Activity Center.

Mayor Blad thanked the Council for their work and reminded citizens that the grand opening of the skate park would take place July 25th.

AGENDA ITEM NO. 6:
ADJOURN

There being no further business, Mayor Blad adjourned the meeting at 11:35

APPROVED:

BRIAN C. BLAD, MAYOR

ATTEST AND PREPARED BY:

KONNI R. KENDELL, CITY CLERK

CITY OF POCATELLO

CITY OF POCATELLO, IDAHO
CITY COUNCIL
CITY COUNCIL SPECIAL MEETING
SEPTEMBER 18, 2025

A Special Meeting of the City Council was called to order by Mayor Brian Blad at 4:05 p.m. in the Paradice Conference Room at City Hall. Council members in attendance were Dakota Bates, Rick Cheatum, Linda Leeuwrik and Hayden Paulsen. Council member Corey Mangum arrived at 4:07 p.m. Council member Brent Nichols was excused.

A motion was made by Mr. Bates, seconded by Mr. Paulsen, to convene into Executive Session as outlined in Idaho Code 74-206(1)(c) To acquire an interest in real property not owned by a public agency; and 74-206(1)(e) To consider preliminary negotiations involving matters of trade or commerce in which the governing body is in competition with governing bodies in other states or nations. Upon roll call, those voting in favor were Bates, Paulsen, Cheatum and Leeuwrik.

In addition to the Mayor and Council members, the following staff members were in attendance: Jared Johnson, City Attorney; Anne Nichols, Chief of Staff; Ryan O'Hearn, Fire Chief; and Konni Kendell, City Clerk.

Mr. O'Hearn was excused from the meeting at 4:24 p.m. The following staff members joined the meeting at 4:24 p.m.: Brent McLane, Planning and Development Services Director; Tom Kirkman, Public Works Director; and Levi Adams, WPC Superintendent.

Council members discussed topics within the parameters of the above statutes.

There being no further business, Mayor Blad adjourned the meeting at 5:05 p.m.

APPROVED:

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BRIAN C. BLAD, MAYOR

ATTEST AND PREPARED BY:

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KONNI R. KENDELL, CITY CLERK