CITY OF POCATELLO

CITY OF POCATELLO, IDAHO
CITY COUNCIL
CLARIFICATION MEETING
AUGUST 7, 2025

AGENDA ITEM NO. 1: ROLL CALL

Mayor Brian Blad called the City Council Clarification meeting to order at 5:34 p.m. Council members present were Dakota Bates, Rick Cheatum, Linda Leeuwrik, Corey Mangum, and Hayden Paulsen. Brent Nichols was excused.

AGENDA ITEM NO. 2: DISCUSSION

Mayor Blad and City Council members discussed items listed on the August 7, 2025 Regular City Council Meeting agenda. Staff members clarified agenda item information for City Council members.

AGENDA ITEM NO. 3: ADJOURN

Mayor Blad adjourned the City Council Clarification Meeting at 5:45 p.m.

APPROVED BY:

____
BRIAN C. BLAD, MAYOR

ATTESTED BY:

____
KONNI R. KENDELL, CITY CLERK

PREPARED BY:

____
AUBRIANA T. RESENDES, DEPUTY CITY CLERK

Agenda Item #3(a)

CITY OF POCATELLO

CITY OF POCATELLO, IDAHO
CITY COUNCIL
REGULAR CITY COUNCIL MEETING
AUGUST 7, 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 Mayor Brian Blad. Council members present were Dakota Bates, Rick Cheatum, Linda Leeuwrik, Corey Mangum, and Hayden Paulsen. Council member Brent Nichols was excused.

Mayor Blad led the audience in the pledge of allegiance.

AGENDA ITEM NO. 2: INVOCATION

The invocation was offered by Pastor Nathan Abbate, representing Calvary Chapel Pocatello.

AGENDA ITEM NO. 3: CONSENT AGENDA

Council was asked to consider the following business items:

(a) MATERIAL CLAIMS
Approve the Material Claims for the period of July 16-31, 2025 in the amount of $1,548,969.82.

(b) INVESTMENT AND AUDIT COMMITTEE STAFF APPOINTMENT
Confirm the Mayor's appointment of staff member Chantelle Macy, Budget Manager, to serve on the City's Investment and Audit Committee. Chantelle's term will begin August 8, 2025.

(c) POCATELLO ARTS COUNCIL APPOINTMENT
Confirm the Mayor's appointment of Emma Fox to serve as a member of the Pocatello Arts Council, replacing Cameron Dey who resigned. Emma's term will begin August 8, 2025 and expire August 17, 2027.

(d) CITY COUNCIL DECISION – AMENDING THE FUTURE LAND USE MAP FOR THE CITY OF POCATELLO RELATED TO NORTHGATE PARKWAY
Adopt the Council's decision to amend the Future Land Use Map for the City of Pocatello, related to Northgate Parkway, re-designating the subject property from Commercial (C) to Mixed Use (MU) and to rezone the subject property from Commercial General (CG) to Residential Commercial Professional (RCP).

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, Bates, Mangum, and Paulsen.

AGENDA ITEM NO. 4: PROCLAMATIONS

Mayor Blad announced there were no proclamations.

AGENDA ITEM NO. 5: CALENDAR REVIEW

Mayor Blad reminded Council members of the following meetings: August 14 City Council Work Session at 9:00 a.m.; August 21 Clarification meeting at 5:30 p.m. and Regular City Council meeting at 6:00 p.m.

Mayor Blad announced the Summer Sizzler Fun Run on August 9, contact the Parks and Recreation Department for more information; August 16 is the Annual Portneuf River cleanup from 10:00 a.m. to 12:00 p.m., meet at the Pacific Recycling trailhead and bring work gloves and other tools to help clean the river of trash and debris, please contact the Science and Environment Division for more information; First date to file for Candidacy begins August 18 at 8:00 a.m. for Mayor and City Council seats 4, 5 and 6, and the final day to file for candidacy is August 29 at 5:00 p.m.; August 18 - September 1 is the annual maintenance for the Community Recreation Center, the front desk will remain open but all other areas will be closed for maintenance; August 24 is the last day of the season at the Ross Park Aquatic Center; August 25 from 4:00 p.m. to 7:00 p.m. is the Welcome Back Orange and Black event for ISU Students at Lookout Point in Historic Downtown; The open burn ban in Wildland-Urban Interface areas continues.

Mr. Cheatum shared information regarding the America 250 program, which will commemorate the 250th anniversary of the Declaration of Independence. He explained that citizen signatures are being collected on scrolls statewide to be compiled into a large document for display in the State Capitol rotunda on July 4, 2026. He also introduced "Spudjamin Franklin," a potato themed character created by State Treasurer Julie Ellsworth, and invited attendees to sign the scroll after the meeting.

AGENDA ITEM NO. 6: PUBLIC HEARING – PROPOSED FISCAL YEAR 2026 FEE CHANGES

This time was set aside for the Council to hear comments from the public on proposed fee changes for Fiscal Year 2026.

Mayor Blad opened the public hearing.

Anne Nichols, Chief of Staff, gave an overview of the proposed Fiscal Year 2026 fee changes and said that fees were presented at the May 15 Budget Development meeting, with follow-up discussions on July 10. She explained that proposed increases are due to additional program costs and efforts to recover costs through user fees rather than across-the-board tax increases. She noted that updated fees would take effect October 1, 2025. Ms. Nichols said a public hearing is required for increases of 5% or more, new fees, name changes for clarity, or moving fees between code, resolution, or exhibits. She stated that proposed changes included Airport, Alcohol and Business Licenses, Cemetery, Childcare Licensing, Commercial Activities, Construction Trades, Engineering, Fire, GIS, Library, Parks and Recreation, Planning and Development, Public Records, Sanitation, Water, and Water Pollution Control. Ms. Nichols shared that the final vote is scheduled for August 21.

In response to questions from Council, Mallarie Bascom, Licensing Officer, explained that the sexually oriented business licensing fee was reduced to align with fees for other businesses requiring similar background checks and inspections, ensuring consistency with actual overhead costs.

In response to questions from Council, Richard Bigalow, Building Official, explained that a hydronic system is in-floor radiant heating using hot water. He also noted that for commercial or industrial projects, moving or replacing a single fixture requires a permit, while typical residential replacements do not.

Mayor Blad announced that no written correspondence had been received.

Nikki Taysom, Pocatello resident, spoke in opposition to the proposal. She expressed concern that fees for businesses such as alcohol, tobacco, and sexually oriented establishments contribute to community problems and reflect broader issues she sees with local governance and taxation.

Ms. Nichols reminded Council members that the final decision on fee changes is scheduled to be considered August 21.

There being no further comments, Mayor Blad closed the public hearing.

AGENDA ITEM NO. 7: PUBLIC HEARING – PROPOSED FISCAL YEAR 2026 FORGONE TAX LEVY

This time was set aside for the Council to hear comments from the public regarding the proposal to levy the forgone amount for Fiscal Year 2026 to be included in the Fiscal Year 2026 Budget, in accordance with Idaho Code §63-802.

Mayor Blad opened the public hearing.

Anne Nichols, Chief of Staff, explained the proposed use of forgone tax dollars. She explained that under Idaho Code 63-802, Pocatello's current forgone balance is $5,423,454. The City had initially proposed using the maximum allowable amount of $359,614, but after accounting for the Avista electric rate judgment of $101,044 and receiving final L-2 revenue numbers from Bannock County, she recommended reducing the amount to $19,728 to avoid double-billing citizens. This amount is needed to balance the budget as presented on July 10. Unused forgone funds will remain in the City's balance and may be brought back for a resolution before December 31, 2025. Ms. Nichols shared that the final decision is scheduled to be considered August 21, 2025.

Mayor Blad announced that no written correspondence had been received.

Heather Disselkoen, Pocatello resident, spoke uncommitted to the proposal. She requested clarification on the forgone reduction, mentioning there wasn't a document attached with this item in the agenda packet, and asked if the $19,728 use reflects recovery of the electrical judgment while preserving the remaining forgone balance.

Nikki Taysom, Pocatello resident, spoke in opposition to the proposal. She felt that taxation without just compensation is unconstitutional and stated that excess funds should be returned to citizens to support fairness and self-sufficiency, rather than being retained by the City.

In response to questions from Council, Ms. Nichols clarified that the reduced forgone amount reflects recouping the Avista electric rate judgment. She also explained that the City's $5,423,454 forgone balance represents authorized levy authority, not actual funds in an account, and the City has chosen not to levy that full amount but may do so in future years.

There being no further comments, Mayor Blad closed the public hearing.

AGENDA ITEM NO. 8: PUBLIC HEARING – PROPOSED FISCAL YEAR 2026 BUDGET

This time was set aside for the Council to hear comments from the public regarding the proposed Fiscal Year 2026 City Budget.

Mayor Blad opened the public hearing.

Anne Nichols, Chief of Staff, presented updates for the proposed FY2026 budget. Since the July 10 Work Session, Bannock County provided the final L-2 revenue numbers, which came in higher than anticipated. The City is recouping the Avista electrical rate judgment of $101,044 this year. With these changes and the July 10 Council direction, the general fund reserve use decreased from $853,504 to $611,140. She explained the recommended forgone use is only $19,728 out of the possible $359,614. She stated reserves cover general fund, water department projects, ARPA projects, and federal aid projects. The total tax ask for FY2026 is $35,865,971, which is less than the allowable amount under state code. The final Bannock County L-2 figures showed an increase in new construction ($307,541) and annexation ($288,410). Ms. Nichols emphasized that recouping the Avista judgment reduces the forgone ask to avoid a double burden on citizens. The final budget decision is scheduled for Council consideration on August 21, 2025. In response to questions from Council, Ms. Nichols clarified that an abbreviation on the budget spreadsheet on departmental line item 001-800 should read "contingency," explaining it was added in anticipation of annexation revenue, which has now been received.

Mayor Blad announced that no written correspondence had been received.

Heather Disselkoen, Pocatello resident, spoke in opposition to the Fiscal Year 2026 budget. She feels it is unsustainable, relies too heavily on reserves, and includes questionable revenue projections and fees. She also feels public input has little effect and that the City continues to delay addressing financial challenges.

Nikki Taysom, Pocatello resident, spoke in opposition to the proposed budget. She feels the City is involved in areas outside its proper role, such as recreation and golf operations, and raised concerns about inefficiency, grant reliance, and adherence to constitutional limits on government spending.

Ms. Nichols shared that the final vote is scheduled to be considered August 21, 2025.

There being no further comments, Mayor Blad closed the public hearing.

AGENDA ITEM NO. 9: PUBLIC HEARING – VACATION OF RIGHT OF WAY: KARCHNER HOMES – SAUNTER LANE

This time was set aside for the Council to hear comments from the public regarding a request by Karchner Homes, (mailing address: 1075 South Utah Avenue, Suite 100, Idaho Falls, ID 84302) to vacate the public's interest of 0.5 acres (more or less) of Saunter Lane extending from Wayfarer Street south through the cul-de-sac of Saunter Lane. Staff recommends approval of the application with conditions.

Mayor Blad opened the public hearing.

Council members announced there had been no ex parte communication.

Becky Babb, Planning Manager, gave an overview of the application submitted by Karchner Homes to vacate approximately half an acre of Saunter Lane extending south from Wayfarer Street. She explained that all nearby property owners and utilities were notified, and staff identified no foreseen negative effects as a result of the vacation. Ms. Babb stated the applicant owns all adjoining properties and plans to redevelop the area with multifamily housing consistent with surrounding uses. She confirmed the proposal meets City and state code criteria and that, if public works recommendations are followed, no rights of adjacent property owners or utilities would be affected. In response to questions from Council, Ms. Babb clarified that the City is not giving the property to the applicant but vacating the right-of-way. She noted that the applicant already owns all adjacent lots to the east and west.

In response to questions from Council, Merril Quayle, Public Works Engineer, explained that the area in question is a public right-of-way dedicated to the public through the Crossings Division One plat, not property owned by the City. He noted that the City administers the right-of-way within its jurisdiction and must follow state statutes for its vacation. In this case, ownership of the vacated area would typically be split between adjacent property owners, but since Karchner Homes owns both sides, the full area would revert to them. He added that easements will remain in place for necessary utilities, including water, Idaho Power, and Intermountain Gas.

In response to a question from Council, Ms. Babb confirmed that the City received approximately eight (8) written public comments regarding the proposed vacation, all in opposition from nearby property owners. Copies of the comments were provided to Council members for review.

Mayor Blad called a recess at 6:45 p.m.

Mayor Blad reconvened the meeting at 6:49 p.m.

Mayor Blad announced that Council members received all written comments totaling approximately 11 documents.

Mayor Blad announced that no further written correspondence had been received.

Norma Jordan, Pocatello resident, spoke in opposition to the proposal. She stated she is a Saunter Lane resident and adjacent property owner. She feels frustrated and overlooked as a homeowner and parent, saying the project threatens her family's privacy, safety, and peace. She feels anxious about increased traffic, noise, and the impact on property values, and believes the developer cannot truly represent the neighborhood. Ms. Jordan feels the City did not adequately consider the project's effect on residents and that preserving the area's single-family character is in her best interest.

Daniel Robinson, Pocatello resident, spoke in opposition to the proposal. He stated he is a Saunter Lane resident and adjacent property owner. He expressed concern that the project will increase traffic, reduce safety, and negatively impact property values. He feels the developer has made no effort to sell lots for single-family homes and that converting the area to multifamily housing will harm the neighborhood's character and existing residents' interests.

Don Bosworth, Pocatello resident, spoke in opposition to the proposal for his business associate George Stephens and other financial interests in the subdivision. He feels concerned the cul-de-sac vacation will significantly increase residential density, potentially five to eight times more than originally proposed. He feels this change is unfair to residents who relied on the original plat and developer promises, including age restrictions. He also noted that the property owners do not meet Covenants, Conditions and Restrictions (CC&R) requirements to make such changes and expressed concern about honoring contractual obligations and protecting investors' interests.

Patty Owens, Pocatello resident, spoke in opposition to the proposal. She stated her home on Trekker Ridge was one of the first in the Crossings Subdivision and expressed concern that the original plan for single-family homes and a 55+ community has been altered. She feels the proposed townhome development will increase traffic, congestion, and safety risks, particularly near Chubbuck and Olympus Roads, and negatively impact the neighborhood's quiet character and property values.

Nikki Taysom, Pocatello resident, spoke in opposition to the proposal. She stated she is concerned the developer would gain half an acre to build apartments, which she feels will increase traffic, noise, and safety risks, lower property values, and negatively impact the neighborhood's character. She expressed frustration with previous unfulfilled development promises and worries about the long-term effects on residents, particularly retirees and children.

Susan Stephens, Pocatello resident, spoke in opposition to the proposed vacation. She stated she is a Trekker Ridge resident and expressed frustration at the short notice of the proposal. She supports her neighbors' concerns, feels there are better locations for apartments, and agrees that existing Northgate apartments are an eyesore.

In response to a question from Council, Ms. Babb clarified that notices were sent to all properties within 300 ft, the application before the Council is only for the cul-de-sac and right-of-way vacation, and that Karchner Homes owns all properties immediately adjacent to the requested vacation. She also noted that CC&R's are private agreements between homeowners and homeowner associations and are not enforced or reviewed by the City.

In response to a question from Council, Mr. Quayle confirmed that the City does not enforce or review CC&R's or other Homeowner Association agreements. The City only requests a recorded copy to keep in the subdivision file and to note the recording number on the plat for public awareness.

In response to questions from Council, Ms. Babb clarified that the 300-foot notice requirement comes from state statute. She confirmed that written notice must be sent at least 10 days before the public hearing to all property owners within 300 feet of the area and published in the official City newspaper once a week for two (2) consecutive weeks, with the last publication at least seven (7) days prior to the hearing. She confirmed notices were sent on July 17. She explained that the vacation of the right-of-way does not affect the types of development allowed on the property. She clarified that townhomes are considered single-family dwellings under City Code and that the property could be developed with multiple houses per lot or other uses permitted in the RCP zoning district. She emphasized that CC&Rs are private agreements the City does not enforce, and the property owner may develop the land in any way allowed by zoning, regardless of whether the right-of-way is vacated or not. Ms. Babb explained that the property is currently zoned RCP (Residential Commercial Professional), and the owners may develop it according to that zoning. She also confirmed that the cul-de-sac exists as a curb, gutter, and asphalt street, so any changes would require reconstruction.

In response to a question from the Council, Mr. Quayle stated that the area was zoned RCP at the time of annexation and has remained the same since it was originally platted.

In response to a question from Council, Jared Johnson, City Attorney, explained that if the Council chooses not to approve the vacation, the applicant could seek judicial review, and a court would determine whether the Council properly applied the vacation criteria. He confirmed that this applies because the cul-de-sac is a public right-of-way under the City's jurisdiction.

There being no further comments, Mayor Blad closed the public hearing.

A motion was made by Mr. Bates, seconded by Mr. Paulsen, to approve a request by Karchner Homes, to vacate the public's interest of 0.5 acres (more or less) of Saunter Lane extending from Wayfarer Street south through the cul-de-sac of Saunter Lane with the following conditions: 1) All conditions set out in the Public Works Department Memorandum from Merril Quayle, P.E. dated March 4, 2025 shall be met; and 2) All other standards and conditions of Municipal Code not herein stated but applicable to the subdivision shall apply and that the decision be set out in appropriate Council decision format . Upon roll call, those voting in favor were Bates, Paulsen, Leeuwrik, and Mangum. Cheatum voted in opposition. The motion passed.

AGENDA ITEM NO. 10: PUBLIC HEARING – ANNEXATION AND ZONING MAP DESIGNATION – 12.4 ACRES WEST/NORTHWEST OF TRAIL CREEK ESTATES DIVISION 2

This time was set aside for the Council to hear comments from the public regarding a request by McCormick Ranch, LLC, represented by Brady Smith (mailing address: 161 Jefferson Avenue, Pocatello, ID 83201) to annex 12.4 acres (more or less) of parent parcel RPR3843028016 into the City of Pocatello corporate boundary, with a proposed zoning designation of Residential Low Density. The property is generally located west/northwest of Champlaine Street. Following a public hearing held July 9, 2025, the Planning and Zoning Commission recommended approval of the request with conditions.

Mayor Blad opened the public hearing.

Becky Babb, Planning Manager, explained that the request is to annex 12.4 acres of parcel RPR 3853028016 into the City corporate boundaries with proposed Residential Low-Density zoning. She noted that the Planning and Zoning Commission held a public hearing on July 9, 2025 and recommended approval with conditions outlined in the Public Works memorandum. No written public comments were received.

Mayor Blad announced that no written correspondence had been received.

Nikki Taysom, Pocatello resident, spoke in opposition to the annexation. She stated she is concerned about the location, the impact on private wells, and the additional taxation and requirements on both the developer and future property owners, which she feels would create undue financial burden.

Kristy Lewis, Pocatello resident, spoke in opposition to the annexation. Although she does not live in the area, she has friends who do. She expressed concern about increased traffic from new developments and questioned where additional traffic would be accommodated, noting a lack of roads to support the growth.

Merril Quayle, Public Works Engineer, explained that a traffic impact study was completed when the property was purchased, at the City's request, and it addresses traffic flow and the master plan. Fire and Engineering standards require a secondary access, which is being phased over time. A gravel road has been installed to Gathe Road and will be gated for emergency access only. The City secured a grant to realign the intersection and install a signal; preliminary design is nearly complete. Federal steps for construction will follow, with work expected to begin mid-summer 2026–2027, according to the grant timeline.

There being no further comments, Mayor Blad closed the public hearing.

A motion was made by Mr. Paulsen, seconded by Mr. Bates, to approve a request by McCormick Ranch, LLC, represented by Brady Smith to annex 12.4 acres (more or less) of parent parcel RPR3843028016 into the City of Pocatello corporate boundary, with a proposed zoning designation of Residential Low Density with the following conditions: 1)The subject property shall be annexed into the corporate boundaries of the City of Pocatello; 2) All conditions set out in the Public Works Department Memorandum from Merril Quayle, P.E. dated July 1, 2025 shall be met; 3) Any standards/regulations not herein noted but applicable to the proposed development shall be strictly adhered to; and 4) Any activity requiring a separate development or building permit shall comply with applicable regulations. Upon roll call, those voting in favor were Paulsen, Bates, Cheatum, Leeuwrik, and Mangum.

AGENDA ITEM NO. 11: PUBLIC HEARING – CITY-INITIATED TEXT AMENDMENT TO TITLE 17: ZONING REGULATIONS – SENSITIVE LANDS STANDARDS

This time was set aside for the Council to hear comments from the public regarding an amendment to the Sensitive Lands Standards in Title 17: Zoning Regulations.

Mayor Blad opened the public hearing.

Becky Babb, Planning Manager, presented a zoning ordinance text amendment regarding the wildlife habitat protection area under Pocatello Code 17.04.170. The amendment allows developers to opt out of density and clustering requirements in areas east of the Portneuf River below 4,700 ft, following the South 5th Areawide Plan. Opting out subjects the developer to standard zoning requirements, while opting in allows at least a 30% density bonus if the site is maintained as open space. The Planning and Zoning Commission held a hearing on July 9, 2025 and recommended approval. No written public comments have been received.

Mayor Blad announced that no written correspondence had been received.

Nikki Taysom, Pocatello resident, spoke in opposition. She emphasized the importance of protecting wildlife and open spaces, criticized the “opt in/out” approach for developers, and stressed following laws and public interest.

In response to questions from Council, Ms. Babb clarified that the wildlife habitat protection area recommendation originated from Idaho Fish and Game. She explained that creating overlay zones and modifying zoning requirements is within the City Council’s duties. The goal is to balance protection of wildlife, such as mule deer, with community housing and business needs. No vote is required at this time; the item will be discussed with Council at a future Work Session. She clarified that opting in or out of the wildlife habitat protection area does not involve any financial kickbacks. It simply determines whether density or clustering requirements would apply, providing options for development.

There being no further comments, Mayor Blad closed the public hearing.

AGENDA ITEM NO. 12: FINAL PLAT APPLICATION – RIDGES AT HIGH TERRACE DIVISION 1

Council was asked to approve a final plat application submitted by Bill Isley, represented by Sunrise Engineering (mailing address: 600 East Oak Street, Pocatello, ID 83201) to subdivide 81.78 acres (more or less) into approximately 40 lots for residential development. The proposed subdivision is zoned Residential Low Density (RL) and is 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.

A motion was made by Mr. Cheatum, seconded by Ms. Leeuwrik, to approve a final plat application submitted by Bill Isley, represented by Sunrise Engineering, to subdivide 81.78 acres (more or less) into approximately 40 lots for residential development with the following conditions: 1) All conditions set out in the Public Works Department

Memorandum from Merril Quayle be met; and 2) All other standards and conditions of Municipal Code not herein stated buy applicable to the subdivision shall apply. Upon roll call, those voting in favor were Cheatum, Leeuwrik, Bates, Mangum, and Paulsen.

AGENDA ITEM NO. 13: AIRPORT GRANT AGREEMENT AND RESOLUTION – IDAHO TRANSPORTATION DEPARTMENT DIVISION OF AERONAUTICS

Council was asked to approve a Grant Agreement and adopt a Resolution for a grant from Idaho Transportation Department Division of Aeronautics in the amount of $450,000.00 for airport improvement projects. Funds will be used for construction of a new taxilane, parking lot pavement maintenance, purchase of a new airport rescue firefighting (ARFF) vehicle, and rehabilitation of the main runway and authorize the Mayor's signature on all pertinent documents, subject to Legal Department review. The grant does not require a local match.

A motion was made by Mr. Paulsen, seconded by Mr. Cheatum, to approve a Grant Agreement and adopt a Resolution (2025-26) for a grant from Idaho Transportation Department Division of Aeronautics in the amount of $450,000.00 for airport improvement projects with funds to be used for construction of a new taxilane, parking lot pavement maintenance, purchase of a new airport rescue firefighting (ARFF) vehicle, and rehabilitation of the main runway and authorize the Mayor's signature on all pertinent documents, subject to Legal Department review. Upon roll call, those voting in favor were Paulsen, Cheatum, Bates, Leeuwrik, and Mangum.

AGENDA ITEM NO. 14: AIRPORT BID ACCEPTANCE AND CONSTRUCTION AGREEMENT – C.R. CONSTRUCTION, LLC

Council was asked to accept the recommendation of staff for the following requests regarding this year's Airport Improvement Program (AIP) projects and authorize the Mayor's signature on all pertinent documents, subject to Legal Department review.

(a) BID ACCEPTANCE – C.R. CONSTRUCTION, LLC
Accept the lowest responsive bid from C.R. Construction, LLC in the amount of $143,790.85 for the pavement rehab of the airport terminal parking lots; and if accepted

(b) CONSTRUCTION AGREEMENT AUTHORIZATION - C.R. CONSTRUCTION, LLC
Authorize the execution of a construction agreement, notice of award, notice to proceed, and all other pertinent documents, between the City of Pocatello and C.R. Construction in the amount of $143,790.85.

The project will be funded with federal AIP and State of Idaho grant funds and budgeted airport PFC funds. The awards and agreements are subject to approval by FAA and acceptance of the grant offers.

A motion was made by Mr. Cheatum, seconded by Ms. Leeuwrik, to approve the Airport bid acceptance and construction agreements as outlined in Agenda Item No. 14(a) and 14(b) regarding this year's Airport Improvement Program (AIP) projects and will be funded with federal AIP and State of Idaho grant funds and budgeted airport PFC funds and authorize the Mayor's signature on all pertinent documents, subject to Legal Department review. Upon roll call, those voting in favor were Cheatum, Leeuwrik, Bates, Mangum, and Paulsen.

AGENDA ITEM NO. 15: AIRPORT UTILITY EASEMENT

Council was asked to grant a perpetual public utility easement on and through property at the airport for construction of a taxilane to allow for hangar development.

A motion was made by Mr. Cheatum, seconded by Mr. Paulsen, to grant a perpetual public utility easement on and through property at the airport for construction of a taxilane to allow for hangar development. Upon roll call, those voting in favor were Cheatum, Paulsen, Bates, Leeuwrik, and Mangum.

AGENDA ITEM NO. 16: AIRPORT LEASE AMENDMENT – RDM ONSITE

Council was asked to approve an amendment to the lease agreement with RDM Onsite, adding co-lessee, Infinite Hydraulics, to the lease and authorize the Mayor's signature on all pertinent documents, subject to Legal Department review.

In response to a question from Council, Alan Evans, Airport Manager, explained that adding another company to the existing lease agreement would make both entities jointly responsible for the full lease payment each month.

In response to a question from Council, Jared Johnson, City Attorney, explained that it is a legal principle called "joint and severable liability," meaning all parties are fully responsible for the lease payment. If one party defaults, the remaining parties are still entirely liable.

A motion was made by Mr. Cheatum, seconded by Ms. Leeuwrik, to approve an amendment to the lease agreement with RDM Onsite, adding co-lessee, Infinite Hydraulics to the lease and authorize the Mayor's signature on all pertinent documents, subject to Legal Department review. Upon roll call, those voting in favor were Cheatum, Leeuwrik, Bates, Mangum, and Paulsen.

AGENDA ITEM NO. 17: STATE/LOCAL AGREEMENT AND RESOLUTION – MAIN AND ARTHUR PEDESTRIAN CROSSINGS AND FLANDRO DRIVE SAFETY IMPROVEMENT PROJECTS

Council was asked to approve a State/Local Agreement (SLA) and adopt a Resolution for the Main and Arthur Pedestrian Crossings and Flandro Drive Safety Improvements Projects, between the Idaho Transportation Department and the City of Pocatello, and authorize the Mayor's signature on all applicable documents, subject to Legal Department review and authorize the total match payment of $110,852.00, which is the required overall match for the completion of both projects. Funding has been allocated in Fund 70 to cover the expenses.

A motion was made by Ms. Leeuwrik, seconded by Mr. Paulsen, to approve a State/Local Agreement (SLA) and adopt a Resolution (2025-27) for the Main and Arthur Pedestrian

Crossings and Flandro Drive Safety Improvements Projects, between the Idaho Transportation Department and the City of Pocatello, and authorize the Mayor's signature on all applicable documents, subject to Legal Department review and authorize the total match payment of $110,852.00, which is the required overall match for the completion of both projects. Upon roll call, those voting in favor were Leeuwrik, Paulsen, Bates, Cheatum, and Mangum.

AGENDA ITEM NO. 18: LOG SPLITTER DONATION ACCEPTANCE – PARKS AND RECREATION DEPARTMENT

Council was asked to authorize and accept a donation of a new log splitter from Bob Johnson for use at the Nordic Center and authorize the Mayor's signature on all pertinent documents, subject to Legal Department review.

A motion was made by Mr. Paulsen, seconded by Mr. Cheatum, to authorize and accept a donation of a new log splitter from Bob Johnson for use at the Nordic Center and authorize the Mayor's signature on all pertinent documents, subject to Legal Department review. Upon roll call, those voting in favor were Paulsen, Cheatum, Bates, Leeuwrik, and Mangum.

AGENDA ITEM NO. 19: DONATION ACCEPTANCE AND SPONSORSHIP AGREEMENT – CONNECTIONS CREDIT UNION

Council was asked to accept a donation from Connections Credit Union and approve a sponsorship agreement for the purpose of constructing a new clubhouse at Riverside Golf Course 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 accept a donation from Connections Credit Union and approve a sponsorship agreement for the purpose of constructing a new clubhouse at Riverside Golf Course and authorize the Mayor's signature on all pertinent documents, subject to Legal Department review. Upon roll call, those voting in favor were Cheatum, Leeuwrik, Bates, Mangum and Paulsen.

Council expressed appreciation for Connections Credit Union's donation.

AGENDA ITEM NO. 20: RESOLUTION – AMENDING THE FUTURE LAND USE MAP COMPONENT OF THE COMPREHENSIVE PLAN 2040

Council was asked to approve a Resolution amending the Future Land Use Map component of the Comprehensive Plan 2040 for the City of Pocatello by designating approximately 82.96 acres of land generally located north of Olympus Drive and east of Northgate Parkway from Commercial (C) to Mixed Use (MU) and to rezone the subject property from Commercial General (CG) to Residential Commercial Professional (RCP).

A motion was made by Mr. Cheatum, seconded by Mr. Paulsen, to adopt a Resolution (2025-28) amending the Future Land Use Map component of the Comprehensive Plan 2040 for the City of Pocatello by designating approximately 82.96 acres of land generally located north of Olympus Drive and east of Northgate Parkway from

Commercial (C) to Mixed Use (MU) and to rezone the subject property from Commercial General (CG) to Residential Commercial Professional (RCP). Upon roll call, those voting in favor were Cheatum, Paulsen, Bates, Leeuwrik, and Mangum.

AGENDA ITEM NO. 21: ORDINANCE – AMENDING INVESTMENT AND AUDIT COMMITTEE

Council was asked to approve an ordinance amending Pocatello Municipal Code Chapter 2.30 "Investment and Audit Committee" to clarify membership and appointment process.

A motion was made by Mr. Cheatum, seconded by Mr. Bates, that the ordinance, Agenda Item No. 21, 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 Cheatum, Bates, Leeuwrik, Mangum, and Paulsen.

Jared Johnson, City Attorney, read the ordinance by title.

Mayor Blad declared the final reading of the ordinance amending Pocatello Municipal Code Chapter 2.30 "Investment and Audit Committee" to clarify membership and appointment process. Mayor Blad asked, "Shall the ordinance pass?" Upon roll call, those voting in favor were Bates, Cheatum, Leeuwrik, Mangum, and Paulsen. Mayor Blad declared the ordinance passed, that it be numbered 3161 and that only the ordinance summary sheet be submitted to the Idaho State Journal for publication.

AGENDA ITEM NO. 22: ITEMS FROM THE AUDIENCE

Nikki Taysom, Pocatello resident, expressed concerns about government corruption, child safety, and moral decline, urging a return to constitutional and moral principles.

AGENDA ITEM NO. 23: ADJOURN

There being no further business, Mayor Blad adjourned the meeting at 7:54 p.m.

APPROVED BY:

____
BRIAN C. BLAD, MAYOR

ATTESTED BY:

____
KONNI R. KENDELL, CITY CLERK

PREPARED BY:

____

AUBRIANA T. RESENDES, DEPUTY CITY CLERK

CITY OF POCATELLO

CITY OF POCATELLO, IDAHO
CITY COUNCIL
CITY COUNCIL WORK SESSION
AUGUST, 14 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, Corey Mangum, Brent Nichols and Hayden Paulsen.

Mayor Blad announced that agenda Item No. 9 had been pulled from the agenda.

AGENDA ITEM NO. 2:
POCATELLO IWAMIZAWA SISTER CITIES FOUNDATION UPDATE

Members of the Pocatello Iwamizawa Sister Cities Foundation were in attendance to discuss the Foundation's goals and projects as well as the Council's policies and expectations.

Jodi McHugh, Pocatello Iwamizawa Sister Cities Foundation Chair, gave an overview of the recent delegation visits to and from Iwamizawa, Hokkaido, Japan. She was pleased to announce that adult delegation visits had resumed after being interrupted by COVID-19. Mrs. McHugh explained that youth delegates from Pocatello participate in cultural classes from November through July, in preparation for their trip, and hold fundraising events to cover the cost of airfare to Japan. She clarified that funds received by the Foundation from the City are used for hosting events for the delegates visiting from Japan, such as a trip to Yellowstone National Park. Mrs. McHugh described the recent trip to Japan as life-changing, as she and other adult delegates experienced the people, culture, food, and heritage and rekindled meaningful relationships with former Japanese youth delegates she had hosted. She added that the Pocatello delegates write letters about their experiences which are assembled in a book and given as a gift to each host family.

Mayor Blad spoke of the positive and interesting experience of having the Japanese adult delegation visit this summer, particularly a member of their city council.

Council President Leeuwrik spoke of how pleased she was to see adult delegation trips resume.

AGENDA ITEM NO. 3:
GOLF ADVISORY COMMITTEE UPDATE

Anne Butler, Parks and Recreation Director, Billy Satterfield, Golf Committee Chair, and Greg Allbright, Fore Golf, were in attendance to discuss the Committee's goals and projects, as well as the Council's policies and expectations.

Ms. Butler thanked Council member Mangum for serving as liaison to the Committee and thanked the City Council for their current and past support. She highlighted recent projects completed at the golf courses, including Rain Bird software improvements for irrigation efficiency at Riverside Golf Course, additional progress in the ongoing efforts to prune and remove some of the over 1,000 trees located at the Highland and Riverside golf courses, landscaping improvements, seal coating and striping of the Highland Golf Course parking lot, and a sewer line renovation at Highland Golf Course.

Greg Allbright shared statistics showing 74,292 rounds of golf played in 2024, an increase from the previous year's 67,823 rounds, and 849 season passes sold, an increase from the previous year's 764 sold. He noted that league play is active and increasing, with the senior league having grown to approximately 100 participants, the ladies' league up to 40–50 members, and the junior league at approximately 130 child participants. Mr. Allbright explained that expanded season passes have been offered this year and are being utilized. He also reported that the "GolfNow" nationwide scheduling service is in use, and advertisements for City courses have been run during the U.S. Open and other events. He highlighted the Youth on Course program which allows youth to play for $5 per round and has generated about 350 rounds each month. He announced that this year marks the first time in 22 years that tee times are consistently full most days from morning to evening, showing high usage of both courses.

Ms. Butler expressed excitement about the recent clubhouse announcement. She said parking needs will need to be addressed during construction. Ms. Butler stated that irrigation replacement is extremely expensive, with old and fatigued systems beginning to fracture, making this the next major improvement project needed after the clubhouse. She also noted that Highland Golf Course needs a remodel or complete rebuild of its clubhouse.

Mr. Satterfield expressed gratitude for the upcoming clubhouse project. He underscored Ms. Butler's remarks on the irrigation needs, explaining that the systems have exceeded their expected lifespan and are critical to attracting players. Mr. Satterfield pointed out that a 12% increase in play is substantial. He added that tree removal will be a major undertaking, but illustrated the positive impact it could have by referencing the course conditions at Oakmont, the course where the U.S. Open was just held, where 15,000 trees were removed in recent years to improve turf conditions. He explained that trees compete for water and sunlight needed to nourish grass and protect from disease.

Mr. Allbright added that a United States Golf Association report found many trees were originally planted for shade and placed too close together, and they are now competing for sunlight and water, which harms the turf.

In response to questions from Council, Ms. Butler noted that operations will continue in the Riverside Clubhouse until it is demolished and that parking concerns will need to be addressed. She added that if the foundation can be dug before winter, the impact on golfers will be notably reduced next season. Ms. Butler stated that a timeline has not yet been established for the project as it is currently in the design phase.

Mr. Allbright clarified that the expected life of an irrigation system is 20 to 30 years, and the current irrigation systems were installed in the 1970s-1980s, making them well beyond their useful life. He added that the Highland course is the oldest and in significant need of replacement.

AGENDA ITEM NO. 4:
PARKS AND RECREATION ADVISORY COMMITTEE UPDATE

Anne Butler, Parks and Recreation Director, and Tonya Wilkes, Parks and Recreation Advisory Committee Chair, were in attendance to discuss the Committee's goals and projects, as well as the Council's policies and expectations.

Ms. Wilkes highlighted the impact of golf on local schools, noting increased participation on school golf teams. She highlighted recent projects, including the pickleball courts and splash pad, as well as the Committee's contributions to park system capital projects and the NeighborWorks and Bonneville Neighborhood Purce Park improvement project. She recognized the impact of sponsors and volunteers, as well as the availability and use of American Rescue Plan Act funds. Ms. Wilkes noted that improvements, such as the Community Recreation Center remodel and the addition of a skate park, have yielded a substantial rise in attendance and facility usage. She emphasized that allocations of City funds have had a measurable impact on community engagement and satisfaction. She acknowledged that hiring seasonal staff remains a challenge, but higher wages have helped. Ms. Wilkes addressed maintenance priorities, including tennis courts, playground equipment, parking lot improvements, and trail connections. She highlighted the Association of Idaho Cities award for the splash pad at Brooklyn's Park. She concluded by thanking the Council and Mayor for their support and commitment to the City's programs and services.

In response to questions from Council, Ms. Butler referenced the department's intent to develop an adopt-a-park-style program to engage community volunteers and youth groups in maintenance and landscaping projects. She added that volunteers serve as a "second arm" to the Parks Department. Ms. Butler emphasized that tree trimming represents a significant workload and that most playground equipment requires replacement.

AGENDA ITEM NO. 5:
PERSONNEL POLICY HANDBOOK UPDATES- HUMAN RESOURCES DEPARTMENT

Human Resources Department staff were in attendance to present proposed changes to existing policies of the Personnel Policy Handbook. Policy adoptions will be presented to the Council at a future Regular City Council meeting.

Heather Buchanan, Human Resources Director, provided an overview of the proposed changes to meet and align with state requirements. In response to questions from Council, she explained that state standards serve as minimum standards, and the City may adopt stricter policies if desired.

In response to a question from Council, Jared Johnson, City Attorney, clarified that, according to the City handbook, elected officials are not technically City employees and that conflict-of-interest rules at the state level would preclude Council members from entering into a contract with the City.

Ms. Buchannan explained that experience can now be accepted in lieu of a college degree in many positions. While this has already been incorporated into several descriptions, not all had been updated; the new policy ensures consistency across the handbook. She emphasized that this change does not affect employee compensation. Ms. Buchanan also outlined a new policy added in response to state legislation regarding the wearing of masks, incorporating language to address compliance and safety standards. These changes are scheduled to come before the Council for adoption in September as part of the updated Personnel Policy Handbook.

Mayor Blad announced that Agenda Item No. 7, rather than Agenda Item No. 6, would be considered at this time.

AGENDA ITEM NO. 7:
BUILDING CODE UPDATE – BUILDING DEPARTMENT

Richard Bigelow, Building Official, provided an update regarding the 2023 National Electrical Code, recently adopted by the State of Idaho, and reviewed the proposed changes to City Code Title 15, "Building and Construction" as well as the adoption process to comply with Idaho Code. In response to questions from Council, he clarified that current codes apply to new construction and remodeling projects, while existing homes are governed by the codes in effect when they were built. Mr. Bigelow said that he did not believe these changes would increase the cost of building a home and may, in some cases, decrease costs.

Mayor Blad stated that Agenda Item No. 6 would be considered at this time.

AGENDA ITEM NO. 6:
PROPOSED REPEAL OF CITY CODE 5.30 "CHILDREN GROUP TREATMENT CENTERS" AND CITY CODE 5.65 "GOING OUT OF BUSINESS SALES" – POLICE DEPARTMENT

Police Chief Schei and Licensing Officer Mallarie Bascom were present to discuss the proposed repeal of the following: a) City Code 5.30 "Children Group Treatment Centers"; and b) City Code 5.65 "Going out of Business Sales."

Ms. Bascom summarized the rationale for removing the codes, explaining that current business practices and state licensing have rendered them largely obsolete. In response to Council questions, she noted that going out of business sales are increasingly rare, citing 2017 as the last Pocatello application. Ms. Bascom explained that only two other cities maintain similar ordinances requiring surety bonds and inventories, that enforcement typically involves civil penalties or misdemeanors with opportunities for correction, and that only three issues had arisen since 2011. She added that businesses are largely unaware of the code; education would be challenging; and enforcement would be difficult, because there is no tracking system in place at the City for the opening or closing of businesses.

Council discussed the possibility of retaining the sales code as a preventative measure. Council thanked Ms. Bascom for her work in reviewing current trends and needs in response to legislation.

AGENDA ITEM NO. 8:
CITY OF CHUBBUCK ELECTRICAL AND PLUMBING INSPECTIONS CONTRACT REVIEW – BUILDING DEPARTMENT

Richard Bigelow, Building Official, presented considerations regarding the possible continuation of the current contract with the City of Chubbuck for electrical and plumbing inspections and plan review. He reported that last year the contract generated $60,000 in revenue, with $40,000 collected so far this year, and noted inspections are expected to increase.

In response to questions from Council, Mr. Bigelow explained that with new state timelines, the City could be held liable if inspections are delayed. He noted that fees from

Chubbuck help cover employee costs and could be profitable unless additional staff are required to keep up with inspections. Mr. Bigelow stated that Chubbuck retains 25% of plumbing and electrical inspection fees and 10% of plan review fees.
In response to questions from Council, Jared Johnson, City Attorney, stated that the City could dictate terms, such as the fee structure, but this would require Chubbuck to respond and the contract may need to be rewritten.

Council agreed that any diversion of Pocatello employees from City work should be avoided, and that renegotiation could be considered only if it did not create an additional burden on City of Pocatello staff. Council discussed increasing fees, terminating versus rewriting the contract, potential state penalties, ensuring costs are covered for inspections, and renegotiation strategies.

A motion was made by Mr. Cheatum, seconded by Mr. Mangum, to send a 90-day notice of termination of building inspection services to the City of Chubbuck that also allows for renegotiation of the contracted services. Upon roll call, those voting in favor were Cheatum, Mangum, Bates, Leeuwrik, Nichols, and Paulsen.

AGENDA ITEM NO. 9:
GRAVITY SOFTWARE PRESENTATION – FINANCE DEPARTMENT

As announced earlier, Agenda Item No. 9, a briefing of Gravity Financial Software, a cloud-based financial management solution, was pulled from the agenda.

Mayor Blad announced that Agenda Item No. 11, rather than Agenda Item No. 10, would be considered at this time.

AGENDA ITEM NO. 11:
FISCAL YEAR 2026 BUDGET DISCUSSION

Council reviewed public comments and Council discussion from the August 7, 2025 Public Hearing.

Anne Nichols, Chief of Staff, gave an overview of the proposed Fiscal Year 2026 budget. She explained that of the $359,614 potential forgone amount allowable under State Code, it was recommended that only $19,728 be claimed to balance the proposed budget. Ms. Nichols added that the City is recouping $101,048 from the Avista Electrical Rate Judgment for this year and reducing general fund reserves use from $853,504 to $611,140. She noted that the final L-2 numbers came in higher than expected, enabling these recommendations.

Council members thanked City staff for their work on the budget and discussed the following topics: use of forgone balance and reserve funds, street impact fees, and deferred maintenance costs.

Mayor Blad announced that Agenda Item No. 10 would be addressed at this time.

AGENDA ITEM NO. 10:
CITY-INITIATED TEXT AMENDMENT TO TITLE 17: ZONING REGULATIONS – SENSITIVE LANDS STANDARDS

Planning and Development Services staff members were in attendance to discuss a Zoning Ordinance Text Amendment application to amend Pocatello City Code

§17.04.170.B regarding sensitive lands standards and review public comments received during the August 7, 2025 Public Hearing.

Jim Anglesey, Long Range Planner, explained that the proposed change allows for an exemption from density and clustering standards within the designated wildlife habitat protection area. In response to questions from Council, he clarified that the existing ordinance reduces density allowing for increased clustering of structures which expands the amount of open space for wildlife. The proposed change would allow developers to opt for an exemption from the sensitive lands standards and instead be subject to the regular development standards in areas below the foothills at altitudes less than 4,700 feet.

Council discussed the following topics: Bannock County development standards, annexation of County land, and migration patterns of mule deer, and balancing wildlife protection with development.

AGENDA ITEM NO. 12:
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 Cheatum stated that no Airport Commission meeting had been held and he had nothing to report from the Bannock Transportation Planning Organization (BTPO) meeting. The Senior Center, which continues to be very popular for socializing and meals, continues to operate at a loss. This month, they lost $8,600, with congregate donations totaling only $1,534, which equates to less than $1 per meal per person. SEICCA donations provide for approximately $5 per meal, but meals cost approximately $10 to produce. He emphasized the need to provide meals for those who cannot afford them while also encouraging those who can to donate to ensure the longevity of the program.

Council member Leeuwrik reported that at the BTPO meeting, the following matters were discussed: the Transportation Improvement Program, the Unified Planning Work Program, recently passed and future legislation, and the purchase of data collection equipment. She noted that the Historic Preservation Commission meeting had been cancelled, but there are many activities and events taking place in downtown Pocatello. The Pocatello Development Authority regular meeting was focused on the fiscal year 2026 budget and the special meeting addressed the Tax Increment Financing district. Because tax assessments of the Naval Ordinance Plant were higher than expected, it is no longer advantageous to close the district; the district will remain open. The Investment and Audit Committee discussed amending the ordinance to allow the budget manager to serve on the committee and revising interest income analysis calculation methods for more accurate projections.

Council member Nichols stated that two of his board meetings were cancelled and Council member Leeuwrik had already covered the Investment and Audit Committee meeting.

Mayor Blad stated that the Mayor's Youth Advisory Council's new leadership had a training meeting on Saturday and regular member meetings would resume in September.

Council member Bates noted that he plans to attend the first Southeast Idaho Council of Governments meeting next month. The Library Board is focused on updating policies.

The summer reading program has had a huge increase in participation, in part due to outreach at schools. The Pocatello Arts Council (PAC) hosted Montana Shakespeare in the Park which yielded a strong turnout. There were two donations made to PAC in the amount of $500 each which covered half of cost.

Council member Paulsen stated that the CDBG meeting had been cancelled, and he had nothing to add regarding the Parks and Recreation Advisory Committee since their committee addressed the Council earlier in the meeting. SEICAA resumes meeting next month.

Council Member Mangum announced that Neighborworks is hosting the annual home tour next month. Housing Alliance and Community Partnerships is in the process of preparing for growth of the organization. He had nothing to add to the Golf Advisory Committee presentation.

AGENDA ITEM NO. 13:
ADJOURN

There being no further business, Mayor Blad adjourned the meeting at 11:31 a.m.

APPROVED:

BRIAN C. BLAD, MAYOR

PREPARED BY:

SHAWNIE SATTERFIELD FERRIN, DEPUTY CITY CLERK

ATTESTED BY:

KONNI R. KENDELL, CITY CLERK

Agenda Item #3(a)

CITY OF POCATELLO

CITY OF POCATELLO, IDAHO
CITY COUNCIL
CLARIFICATION MEETING
AUGUST 21, 2025

AGENDA ITEM NO. 1: ROLL CALL

Mayor Brian Blad called the City Council Clarification meeting to order at 5:32 p.m. Council members present were Dakota Bates, Rick Cheatum, Linda Leeuwrik, Corey Mangum, Brent Nichols, and Hayden Paulsen.

AGENDA ITEM NO. 2: DISCUSSION

Mayor Blad and City Council members discussed items listed on the August 21, 2025 Regular City Council Meeting agenda. Staff members clarified agenda item information for City Council members.

AGENDA ITEM NO. 3: ADJOURN

Mayor Blad adjourned the City Council Clarification Meeting at 5:51 p.m.

APPROVED BY:

____
BRIAN C. BLAD, MAYOR

ATTESTED BY:

____
KONNI R. KENDELL, CITY CLERK

PREPARED BY:

____
AUBRIANA T. RESENDES, DEPUTY CITY CLERK

CITY OF POCATELLO

CITY OF POCATELLO, IDAHO
CITY COUNCIL
REGULAR CITY COUNCIL MEETING
AUGUST 21, 2025

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

The Regular City Council meeting was called to order at 6:02 p.m. by Mayor Brian Blad. Council members present were Dakota Bates, Rick Cheatum, Linda Leeuwrik, Corey Mangum, Brent Nichols, and Hayden Paulsen.

Mayor Blad led the audience in the pledge of allegiance.

AGENDA ITEM NO. 2: INVOCATION

The invocation was offered by Derrick Allen, representing Pocatello Church of Christ.

AGENDA ITEM NO. 3: CONSENT AGENDA

Council was asked to consider the following business items:

(a) MINUTES
Waive the oral reading of the minutes and approve the minutes from the following meetings: Budget Development meeting of May 15, 2025; Clarification and Regular Council meetings of June 5, 2025; and Special Council meeting of August 7, 2025.

(b) MATERIAL CLAIMS
Approve the Material Claims for the period of August 1 - 15, 2025 in the amount of $ 3,826,638.32.

(c) TREASURER'S REPORT
Approve the Treasurer's Report for June 2025 showing cash and investments as of June 30, 2025 in the amount of $103,714,628.

(d) ANIMAL SHELTER ADVISORY BOARD APPOINTMENT
Confirm the Mayor's appointment of Alyssa Ricks to serve as a member of the Animal Shelter Advisory Board, filling a long-term vacancy. Alyssa's term will begin August 22, 2025 and expire August 22, 2027.

(e) CITY COUNCIL DECISION – VACATION OF RIGHT-OF-WAY FOR SAUNTER LANE
Adopt the Council's decision approving the vacation and abandonment of the public's interest in right-of-way of approximately 0.5 acres of land located at Saunter Lane and distributing said vacated land to the adjacent owner, Kartchner Homes, Inc., subject to conditions.

(f) CITY COUNCIL DECISION – ANNEXING APPROXIMATELY 12.46 ACRES OF LAND TO EXTEND THE POCATELLO CITY LIMITS ON TRAIL CREEK ROAD
Adopt the Council's decision annexing approximately 12.46 acres of land located in the parent parcel RPR3853028016, generally located on Trail

Creek Road. The subject property will be zoned Residential Low Density (RL).

(g) CITY COUNCIL DECISION – FINAL PLAT APPROVAL FOR RIDGES AT HIGH TERRACE DIVISION 1
Adopt the Council's decision approving the final plat for Ridges @ High Terrace Division 1 which subdivides approximately 63.18 acres of land, generally located north of East Center Street and southeast of Vista Drive, subject to conditions.

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

AGENDA ITEM NO. 4: PROCLAMATIONS

Mayor Blad announced there were no proclamations.

AGENDA ITEM NO. 5: CALENDAR REVIEW

Mayor Blad reminded Council members of the following meetings: September 4 Clarification meeting at 5:30 p.m. and Regular City Council meeting at 6:00 p.m.; September 11 City Council Work Session at 9:00 a.m.

Mayor Blad announced August 24 is the last day of the season at Ross Park Aquatic Center; Welcome Back Orange and Black event for ISU Students at Lookout Point in Historic Downtown takes place August 25 4 p.m. to 7 p.m.; The final day to file for Candidacy for Mayor and City Council seats 4, 5 and 6 is August 29 at 5:00 p.m. Please contact the City Clerk for more information. City offices will be closed for Labor Day on September 1. However, garbage, yard waste and recycle pickups will continue on schedule; Annual maintenance for Community Recreation Center will continue through September 1. The front desk will remain open but all other areas will be closed for maintenance; The open burn ban in Wildland-Urban Interface areas continues.

AGENDA ITEM NO. 6: SURPLUS AND SALE OF SURPLUS FIRE APPARATUS – FIRE DEPARTMENT

Council was asked to approve the following requests from the Pocatello Fire Department subject to Legal Department review:

(a) SURPLUS PROPERTY – 2000 PIERCE DASH AERIAL APPARATUS
Declare a 2000 Pierce Dash Aerial Apparatus as surplus property; and if accepted

(b) AUTHORIZE SALE TO CENTRAL FIRE DISTRICT
Authorize the sale of the apparatus to the Central Fire District and authorize the Mayor's signature on all pertinent documents, subject to Legal Department review.

Dean Bullock, Assistant Chief, stated that the Fire Department ordered a tiller truck four years ago, with delivery expected in September. He explained that when the order was placed, the department discussed selling the existing tower truck once the new truck arrived. The tower truck has been in service for more than 20 years, exceeding the recommended frontline use period. He said the department first contacted an Alabama auction company about selling the truck but later reached out to the Idaho Fire Chiefs Association. The Central Fire District, which serves Lewisville, Menan, Rigby, and Ririe, expressed interest in purchasing the truck after inspection. Mr. Bullock stated minor maintenance was completed to address small issues, and if approved, staff will deliver the truck to Central Fire the following day and provide appropriate training. In response to questions from Council, Mr. Bullock stated that an exact delivery date for the new tiller truck is unknown but noted that mutual aid agreements with Chubbuck Fire, who recently acquired a new ladder truck, will ensure coverage if needed. He said the department has a frontline ladder truck available and has not used the tower truck on a fire in several years.

In response to questions from Council, Mayor Blad stated that in addition to the available frontline ladder truck, mutual aid coverage will ensure adequate response until the new truck arrives.

Mr. Bullock added that the department continues to operate six or seven engines, including frontline and reserve units, as well as multiple brush trucks.

A motion was made by Mr. Cheatum, seconded by Ms. Leeuwrik, to approve Agenda Items 6(a) and 6(b) as listed and authorize the Mayor's signature on all pertinent documents, subject to Legal Department review. Upon roll call, those voting in favor were Cheatum, Leeuwrik, Bates, Mangum, Nichols, and Paulsen.

AGENDA ITEM NO. 7: USE AGREEMENT – ASURE WILLIAMS/AMBUSH FC – PARKS AND RECREATION

Council was asked to approve a use agreement with Asure Williams with Ambush FC, to allow her two (2) soccer teams to practice in the greenspace at Constitution Park from August 2025 to October 2025, and authorize the Mayor's signature on all applicable documents, subject to Legal Department review.

A motion was made by Mr. Paulsen, seconded by Mr. Bates, to approve a use agreement with Asure Williams with Ambush FC, to allow her two (2) soccer teams to practice in the greenspace at Constitution Park from August 2025 to October 2025, and authorize the Mayor's signature on all applicable documents, subject to Legal Department review. Upon roll call, those voting in favor were Paulsen, Bates, Cheatum, Leeuwrik, Mangum, and Nichols.

AGENDA ITEM NO. 8: AMENDMENT TO THE IDAHO COMMUNITY DEVELOPMENT BLOCK GRANT (ICDBG) CARES AGREEMENT – PUBLIC PARKS FOR RESILIENCY

Council was asked to approve an amendment to the Idaho Community Development Block Grant CARES Agreement Public Parks for Resiliency to increase the grant agreement amount to $360,000.00 and authorize the Mayor's signature on all applicable documents, subject to Legal Department review.

A motion was made by Mr. Nichols, seconded by Mr. Bates, to approve an amendment to the Idaho Community Development Block Grant CARES Agreement Public Parks for Resiliency to increase the grant agreement amount to $360,000.00 and authorize the Mayor's signature on all applicable documents, subject to Legal Department review. Upon roll call, those voting in favor were Nichols, Bates, Cheatum, Leeuwrik, Mangum, and Paulsen.

AGENDA ITEM NO. 9: IDAHO COMMUNITY DEVELOPMENT BLOCK GRANT (ICDBG) BID ACCEPTANCES AND CONSTRUCTION AGREEMENTS

Council was asked to accept the recommendations of staff for the following requests regarding the ICDBG Parks for Resiliency Project and authorize the Mayor's signature on all applicable documents, subject to Legal Department review:

(a) ACCEPT BID - MORCO CONSTRUCTION
Accept the lowest responsive, responsible bid from Morco Construction in the amount of $312,608.00 for the Optimist Park and Ross Park Bathroom Construction Option A and Option D and, if accepted;

(b) AUTHORIZE AGREEMENT - MORCO CONSTRUCTION
Authorize the execution of a construction agreement, notice of award, notice to proceed and all other pertinent documents, between the City of Pocatello and Morco Construction in the amount of $312,608.00.

The projects will be funded with State of Idaho Community Development Block Grant funds.

A motion was made by Mr. Nichols, seconded by Ms. Leeuwrik, to approve Agenda Items 9(a) and 9(b) as listed. Upon roll call, those voting in favor were Nichols, Leeuwrik, Bates, Cheatum, Mangum, and Paulsen.

AGENDA ITEM NO. 10: AIRPORT LEASE TERMINATION, RESOLUTION AND LEASE AGREEMENT - AIRPORT

Council was asked to approve the following requests for 3,000 square feet of property at the airport, and authorize the Mayor's signature on all applicable documents, subject to Legal Department review:

(a) APPROVE LEASE TERMINATION - RMP LLC
Approve termination of the lease agreement between the City of Pocatello and RMP LLC, dated May 3, 2023; and if approved

(b) RESOLUTION/LEASE AGREEMENT - KEITH JENSEN
Adopt a Resolution and approve a lease agreement between the City of Pocatello and Keith Jensen for 3,000 square feet of property upon which Mr. Jensen has purchased an aircraft hangar from RMP LLC. The lease will

be for a term of 20 years. Rental rate will be $690.00 per year and will be increased annually according to the CPI with a full rate review in 2026 and every five (5) years thereafter.

A motion was made by Mr. Paulsen, seconded by Mr. Bates, to approve the requests in Agenda Items 10(a) and 10(b) and adopt a Resolution (2025-29) for 3,000 square feet of property at the airport, and authorize the Mayor's signature on all applicable documents, subject to Legal Department review. Upon roll call, those voting in favor were Paulsen, Bates, Cheatum, Leeuwrik, Mangum, and Nichols.

AGENDA ITEM NO. 11: ROUTEWARE ASSET MANAGEMENT AGREEMENT – SANITATION DEPARTMENT

Council was asked to accept the recommendation of staff and approve a service agreement with Routeware to provide services for the Sanitation Department's asset management system and authorize the Mayor's signature on all applicable documents, subject to Legal Department Review.

A motion was made by Mr. Cheatum, seconded by Mr. Paulsen, to accept the recommendation of staff and approve a service agreement with Routeware to provide services for the Sanitation Department's asset management system and authorize the Mayor's signature on all applicable documents, subject to Legal Department Review.

In response to questions from Council, Tom Kirkman, Director of Public Services, confirmed the current monthly rate of $18,126.70 and noted this reflects a 3% increase from the previous contract. He explained that since the City implemented new routing software in 2019, the department has improved efficiency and accountability, increased daily collection capacity, and boosted revenues by approximately 13%.

Council Member Paulsen expressed appreciation for the new technology, noting that it provided clarity in a personal situation with missed trash pickup. He stated that having proof of service helps avoid misunderstandings and saves both time and money.

In response to questions from Council, Tom Kirkman, reported that new add on service includes routing software that allows supervisors to monitor routes in real time, improves efficiency and reduces overtime expenses. Mr. Kirkman also announced the upcoming launch of the Recollect mobile app will provide residents with collection reminders, recycling education, and digital service request options.

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

AGENDA ITEM NO. 12: FISCAL YEAR 2026 DEPARTMENTAL FEE RESOLUTION

Council was asked to adopt a resolution with exhibits (a) through (x) setting fees for Fiscal Year 2026 (October 1, 2025 through September 30, 2026). The exhibits are:

A. AIRPORT FEES

B. ALCOHOLIC BEVERAGE LICENSES FEES

C. ANIMAL SERVICES FEES

D. BUSINESS LICENSE FEES

E. CEMETERY FEES

F. COMMERCIAL ACTIVITIES IN PARKS AND PARKS FEES

G. CONSTRUCTION TRADE FEES

H. DEVELOPMENT REIMBURSEMENT FEES

I. ENGINEERING REVIEW SERVICE FEES

J. FIRE DEPARTMENT FEES

K. GEOGRAPHICAL INFORMATION SERVICE FEES

L. LIBRARY SERVICE FEES

M. PARKS AND RECREATION PROGRAM, RENTAL AND ADMISSION FEES FOR PARKS AND RECREATION ACTIVITIES

N. PARKS AND RECREATION FACILITY USE FEES

O. PLANNING AND DEVELOPMENT SERVICE FEES

P. POLICE DEPARTMENT FEES

Q. PUBLIC RECORD FEES

R. SANITATION DEPARTMENT FEES

S. EROSION AND SEDIMENT CONTROL (ESC) FEES

T. POCATELLO REGIONAL TRANSIT SYSTEM FEES

U. UTILITY BILLING DEPARTMENT FEES

V. WATER DEPARTMENT FEES

W. WATER POLLUTION CONTROL DEPARTMENT FEES

X. ZOO IDAHO PROGRAM, RENTAL AND ADMISSION FEES

A motion was made by Ms. Leeuwrik, seconded by Mr. Paulsen, to adopt a resolution (2025-30) with exhibits (a) through (x) setting fees for Fiscal Year 2026 (October 1, 2025 through September 30, 2026). Upon roll call, those voting in favor were Leeuwrik, Paulsen, Bates, Cheatum, Mangum, and Nichols.

AGENDA ITEM NO. 13: RESOLUTION – FISCAL YEAR 2026 FORGONE LEVY

Council was asked to adopt a Resolution certifying the levy of forgone taxes in the amount of $19,728 for use in Fiscal Year 2026 in accordance with Idaho Code §63-802.

A motion was made by Ms. Leeuwrik, seconded by Mr. Nichols, to adopt a Resolution (2025-31) certifying the levy of forgone taxes in the amount of $19,728 for use in Fiscal Year 2026 in accordance with Idaho Code §63-802. Upon roll call, those voting in favor were Leeuwrik, Nichols, Bates, Cheatum, Mangum, and Paulsen.

AGENDA ITEM NO. 14: ORDINANCES

Council was asked to consider the following ordinances:

(a) REPEALING CITY CODE 5.30 – CHILDREN GROUP TREATMENT CENTERS
An ordinance repealing City Code 5.30 – Children Group Treatment Centers.

A motion was made by Mr. Mangum, seconded by Mr. Paulsen, that the ordinance, Agenda Item No. 14(a) 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 Mangum, Paulsen, Bates, Cheatum, Leeuwrik, and Nichols.

Jared Johnson, City Attorney, read the ordinance by title.

Mayor Blad declared the final reading of the ordinance repealing City Code 5.30 – Children Group Treatment Centers. Mayor Blad asked, “Shall the ordinance pass?” Upon roll call, those voting in favor were Bates, Cheatum, Leeuwrik, Mangum, Nichols, and Paulsen. Mayor Blad declared the ordinance and summary sheet passed, that it be numbered 3162 and that the summary sheet be submitted to the Idaho State Journal for publication.

(b) AMENDING CHAPTER 15.02.010 “CODE ADOPTION” – ELECTRICAL CODE
An ordinance amending Chapter 15.02.010 “Code Adoption” to update the governing document of the Electrical Code.

A motion was made by Mr. Cheatum, seconded by Mr. Mangum, that the ordinance, Agenda Item No. 14(b) 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 Cheatum, Mangum, Bates, Leeuwrik, Nichols, and Paulsen.

Jared Johnson, City Attorney, read the ordinance by title.

Mayor Blad declared the final reading of the ordinance amending Chapter 15.02.010 “Code Adoption” to update the governing document of the Electrical Code. Mayor Blad asked, “Shall the ordinance pass?” Upon roll call, those voting in favor were Bates, Cheatum, Leeuwrik, Mangum, Nichols, and Paulsen. Mayor Blad declared the ordinance and summary sheet passed, that it be numbered 3163 and that the summary sheet be submitted to the Idaho State Journal for publication.

(c) AMENDING CHAPTER 17.04 “OVERLAY AREAS”
An ordinance amending Chapter 17.04 “Overlay Areas” to clarify and improve the function of the title.

A motion was made by Mr. Paulsen, seconded by Mr. Mangum, that the ordinance, Agenda Item No. 14(c) 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 Paulsen, Mangum, Bates, Cheatum, Leeuwrik, and Nichols.

Jared Johnson, City Attorney, read the ordinance by title.

Mayor Blad declared the final reading of the ordinance amending Chapter 17.04 “Overlay Areas” to clarify and improve the function of the title. Mayor Blad asked, “Shall the ordinance pass?” Upon roll call, those voting in favor were Bates, Cheatum, Leeuwrik, Mangum, Nichols, and Paulsen. Mayor Blad declared the ordinance and summary sheet passed, that it be numbered 3164 and that the summary sheet be submitted to the Idaho State Journal for publication.

(d) FISCAL YEAR 2026 APPROPRIATION ORDINANCE
An ordinance approving the Fiscal Year 2026 appropriation.

A motion was made by Ms. Leeuwrik, seconded by Mr. Mangum, that the ordinance, Agenda Item No. 14(d) be read only by title and placed on final passage for publication, and that the whole ordinance be submitted for publication. Upon roll call, those voting in favor were Leeuwrik, Mangum, Bates, Cheatum, Nichols, and Paulsen.

Jared Johnson, City Attorney, read the ordinance by title.

Mayor Blad declared the final reading of the ordinance approving the Fiscal Year 2026 appropriation. Mayor Blad asked, “Shall the ordinance pass?” Upon roll call, those voting in favor were Cheatum, Leeuwrik, Mangum, Nichols, and Paulsen. Bates voted in opposition. Mayor Blad declared the ordinance passed, that it be numbered 3165 and that the whole ordinance be submitted to the Idaho State Journal for publication.

Council Member Leeuwrik expressed appreciation to City staff, the Mayor, and Council for their efforts in developing the budget. She stated the process was thorough and collaborative and commended everyone involved for producing a strong, balanced, and responsible budget.

AGENDA ITEM NO. 15: ITEMS FROM THE AUDIENCE

Nikki Taysom, Pocatello resident, expressed concerns about child safety and urged continued efforts to protect children and families in Pocatello.

AGENDA ITEM NO. 16: ADJOURN

There being no further business, Mayor Blad adjourned the meeting at 6:39 p.m.

APPROVED BY:

BRIAN C. BLAD, MAYOR

ATTESTED BY:

KONNI R. KENDELL, CITY CLERK

PREPARED BY:

AUBRIANA T. RESENDES, DEPUTY CITY CLERK