

# CITY OF POCATELLO CITY COUNCIL MEETING AGENDA

June 2, 2016 · 6:00 PM  
Council Chambers | 911 N 7th Avenue

## 1. ROLL CALL AND PLEDGE OF ALLEGIANCE

## 2. INVOCATION

The invocation will be offered by Reverend Jim Jones, Blazing Grace Church.

## 3. CONSENT AGENDA

The following business items may be approved by one motion and a vote. If any one member of the Council so desires, any matter listed can be moved to a separate agenda item.

(a) MINUTES: Council may wish to waive the oral reading of the minutes and approve the minutes from the Clarification and Regular Council meetings of May 5 and May 19, 2016; and the following meetings held May 12, 2016: Study Session, Budget Development meeting and Executive Session.

(b) PAYROLL AND MATERIAL CLAIMS: Council may wish to consider payroll and material claims for the month of May 2016.

(c) CONCESSION PERMIT—BOB'S POLAR EXPRESS, LLC: Council may wish to grant an exception to City Ordinance (City Code 5.06.020) to allow Dani Bird, dba Bob's Polar Express, LLC, to operate a mobile ice cream concession on City streets. City Council approval is required as concession operation on City streets is not specifically identified in City code 5.06.020 as a public place where concessions are allowed. Mrs. Bird will be required to 1) provide the required liability insurance, naming the City as an additional insured; 2) provide the required liability insurance on each vehicle in use for the mobile concession permit; 3) meet the Southeast Public Health requirements; and 4) pay the applicable fee of \$80.00 per month during the term of her operation. City Council has approved an exception for a mobile concession vendor permit for Bob's Polar Express for the past six years.

(d) MEMORANDUM OF AGREEMENT WITH SCHOOL DISTRICT NO. 25—

Documents: [AGENDA-ITEM3.PDF](#)

## 4. COMMUNICATIONS AND PROCLAMATIONS

## 5. CALENDAR REVIEW

Council may wish to take this opportunity to inform other Council members of upcoming meetings and events that should be called to their attention.

## 6. PUBLIC HEARING—REZONE

This time has been set aside for the Council to hear comments from the public regarding a request by RNR Properties, LLC (mailing address: 435 Maysi Lane, Inkom, ID 83245), represented by Dioptra, LLC (mailing address: 4737 South Afton Place, Suite B, Chubbuck, ID 83202), for a Zoning Map Amendment for the property located at the corner of Hawthorne Road and Snowbird Avenue (approximately 4175 Hawthorne Road. The property is located in a Residential Medium Density Single-Family (RMS) zoning district and the request is to rezone to a Residential Commercial Professional (RCP) zoning district.

At their meeting on May 11, 2016, the Planning & Zoning Commission recommended approval of the request.

(Pertinent information attached.)

Documents: [AGENDA-ITEM6.PDF](#)

7. SHORT PLAT—FIELD DRIVE SUBDIVISION

Dylan J. Field (mailing address: 1280 Field Drive, Pocatello, ID 83204) and Rocky Mountain Engineering and Surveying (mailing address: 600 East Oak Street, Pocatello, ID 83201) has submitted an application to subdivide approximately 5.49 acres into 2 residential lots located west of Shale Drive and north of Field Drive.

The Planning and Zoning Commission, at their meeting on May 25, 2016 recommended approval with staff's conditions.

(Pertinent information attached.)

Documents: [AGENDA-ITEM7.PDF](#)

8. "COUNCIL SELECT" FUNDING REQUEST—SOUTHEAST IDAHO SENIOR GAMES

Southeast Idaho Senior Games, represented by Dana Olson (mailing address: 427 North 6th Avenue, Pocatello, ID 83201) is requesting that "Council Select" funds in the amount of \$250.00 be used to help pay for expenses related to Senior Games events planned in Pocatello July 8 through 16, 2016. (As of May 27, 2016 \$3,900.00 remains in the Council Select fund.)

(Pertinent information attached.)

Documents: [AGENDA-ITEM8.PDF](#)

9. "COUNCIL SELECT" FUNDING REQUEST—POCATELLO KIWANIS CLUB

Pocatello Kiwanis Club, represented by Tim Shurtliff (mailing address: PO Box 295, Pocatello, ID 83204-0295) is requesting that "Council Select" funds in the amount of \$200.00 be used to help pay for the moving of picnic tables for the 49th Annual Bing Hong Pancake Breakfast planned for June 25 and 26, 2016 at Tydeman Park. (As of May 27, 2016 \$3,900.00 remains in the Council Select fund.)

(Pertinent Information Attached)

Documents: [AGENDA-ITEM9.PDF](#)

10. ANNUAL FUNDRAISING PARTNERSHIP REQUEST—AID FOR FRIENDS HOMELESS SHELTER

Council may wish to approve the following requests to continue the tradition of partnering with Aid for Friends Homeless Shelter for their annual "Splish-n-Splash" summer fundraiser, to be held Friday, August 12, 2016 from 5:30 p.m. to 9:30 p.m. at the Ross Park Aquatics Complex:

(a) Approve half price admission fees, consistent with Family Night Admission fees, for fundraiser attendees, up to a \$700.00 maximum remittance commitment to the City, as follows: Child (1-6 years) - \$1.00; Youth (7-17 years) - \$2.50; Adult (18-59 years) - \$3.00; and Senior (60+ years) - \$2.00; and

(b) Approve continued fundraising partnerships for discounted rates at the annual event in future years, subject to the Parks and Recreation Director's review, barring any significant change or changes to events and/or fees and revenue remittance amounts.

(Pertinent information attached.)

Documents: [AGENDA-ITEM10.PDF](#)

11. EXCEPTION REQUEST—VENDOR SALES FOR SPINDERELLA EVENT

Council may wish to consider granting an exception to a request by Pocatello Women's Cycling, represented by DaNae Young (mailing address: 3758 Dove Drive, Pocatello ID 83201) to City Ordinance 5.06.010 to allow vendor sales of food and beverages in Ross Park for the "Spinderella" women's cycling event June 17 and 18, 2016. If the exception is granted, the event sponsors will be required to submit the required application, provide proof of liability insurance and pay the applicable vendor permit fees.

(Pertinent information attached.)

Documents: [AGENDA-ITEM11.PDF](#)

12. EXCEPTION REQUESTS—IDAHO CHAPTER OF OREGON-CALIFORNIA TRAILS ASSOCIATION

Council may wish to approve the following exceptions to City ordinances to allow the Idaho Chapter of Oregon-California Trails Association (IOCTA), represented by Dr. John Briggs (mailing address: 5170 South Farmhouse Place, Boise, ID 83716) to host their Idaho Chapter 2016 Convention Event at the Fort Hall Replica and surrounding areas August 4 through 6, 2016 as follows:

(a) Grant a beer/wine permit at Fort Hall Replica and the adjacent Outdoor Amphitheater area; and

(b) Grant permission for the American Mountain Men (AMM), represented by Rusty Shoemake, to stay overnight at the Fort Hall Replica and immediate surrounding area August 4 through 6, 2016 while providing demonstrations in conjunction with the IOCTA Convention events. AMM has been granted to stay overnight at Fort Hall Replica on past occasions for their annual planning camps, without incident.

IOCTA has permitted and paid for use of the facilities, submitted and paid for an application for the consumption of beer and wine at the event, and provided required liability insurance. Exception approvals by Council are necessary since the Fort Hall Replica site is not specifically identified in City Code 12.36.060 as a facility where the consumption of alcohol is allowed, and an exception to City Code 12.36.020 (Restricted Hours in Parks) is needed to allow for overnight stays.

13. CONTRACT WITH DEATON AND COMPANY CHARTERED—FINANCE

Council may wish to approve and authorize the Mayor to sign a contract with Deaton and Company, Chartered for financial audit services. The terms of the engagement will remain the same as were accepted in the 2001 contract. The contract will be in effect for the fiscal years ending September 30, 2016 through September 30, 2020. The initial contract amount is \$34,000.00 and funds are available in the Finance Department's Fiscal Year 2016.

(Pertinent information attached.)

Documents: [AGENDA-ITEM13.PDF](#)

14. ARBITRAGE COMPLIANCE SPECIALISTS ENGAGEMENT LETTER—WPC

Council may wish to approve and authorize the mayor to sign the Engagement Letter for Arbitrage Compliance Services. The purpose of the service is to determine if the City earns interest income in excess of interest expenses on the \$22,315.00 Idaho Bond Bank Authority Revenue Bond, Series 2015A related to Water Pollution Control (WPC) improvements approved through the judicial confirmation proceedings in September 2014. Annual cost for the engagement is \$1,000.00 for a five-year period. Funds are available in the WPC Fiscal Year 2016 budget.

(Pertinent information attached.)

Documents: [AGENDA-ITEM14.PDF](#)

15. CENTURYLINK AGREEMENT—IT

Council may wish to approve and authorize the Mayor to sign a contract with CenturyLink to upgrade the City's Voice over Internet Protocol (VoIP) telephone system. The cost of the contract is \$28,499.00 which includes CISCO mandated maintenance of \$7,537.00.

Funds are available in the Information Technology (IT) Department's Fiscal Year 2016 budget.

(Pertinent information attached.)

Documents: [AGENDA-ITEM15.PDF](#)

16. TSA GRANT REIMBURSEMENT APPLICATION—POLICE

Council may wish to approve a grant reimbursement application in the amount of \$11,000.00 and, if the grant is approved, authorize the Mayor's signature on documents relating to participation to the Transportation Security Administration (TSA) Law Enforcement Officer Reimbursement Program, subject to Legal Department review. The program provides partial reimbursement for the cost of assigning officers to the TSA screen checkpoint at the Pocatello Airport during screening operations for departing flights. There is no City match.

(Pertinent information attached.)

Documents: [AGENDA-ITEM16.PDF](#)

17. AVCENTER CONSENT TO LEASE ASSIGNMENT—AIRPORT

Council may wish to approve and authorize the Mayor to sign a Consent to Lease Assignment, subject to Legal Department review, for the lease agreement between the City of Pocatello and AvCenter, Inc. dated March 3, 1994 for property at the Pocatello Regional Airport. AvCenter representatives have requested to assign their rights under the lease to AvFuel, Inc. as security for a business loan.

(Pertinent information attached.)

Documents: [AGENDA-ITEM17.PDF](#)

18. FLEET MANAGEMENT SERVICES AGREEMENT—STREET OPERATIONS

Council may wish to approve a 12 month agreement with Synovia Solutions in the amount of \$495.00 per month to provide fleet management services, including installation of global positioning systems, to assist in determining inefficiencies in vehicle usage. Funds for the agreement are available in the Street Operations Fiscal Year 2016 Budget.

(Pertinent information attached.)

Documents: [AGENDA-ITEM18.PDF](#)

19. TRANSPORTATION PROVIDER AGREEMENT WITH VEYO, LLC—TRANSIT

Council may wish to approve an agreement, subject to Legal Department review, with Veyo, LLC, to serve as the Idaho broker for non-emergency medical transportation beginning July 1, 2016 replacing American Medical Response. Pocatello Regional Transit proposes to continue the service according to the terms of the contract. Medicaid funds are eligible as local match and essential to sustain current services.

(Pertinent information attached.)

Documents: [AGENDA-ITEM19.PDF](#)

20. DISCUSSION ITEMS

This time has been set aside to hear discussion items not listed on the agenda. Items which appeared somewhere else on the agenda will not be discussed at this time. The Council is not allowed to take any official action at this meeting on matters brought

forward under this agenda item. Items will either be referred to the appropriate staff or scheduled on a subsequent agenda. You must sign in at the start of the meeting in order to be recognized. (Note: Total time allotted for this item is fifteen (15) minutes, with a maximum of three (3) minutes per speaker.)

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## PUBLIC HEARING PROCEDURE

1. Explanation of hearing procedures by Mayor or staff.
  - Ten (10) minute time limit on applicant presentation.
  - Three (3) minute time limit on public testimony.
  - Names and addresses are required from those presenting/testifying.
  - Questions/comments should be addressed to the Mayor and Council.
  - Council members must make their decision regarding the application on facts already in the record and information presented at the public hearing. Conflicts of interest, site visits and ex-parte contacts by Council members will be acknowledged.
  - Protocol requires that Council and audience be recognized by the Mayor prior to speaking.
2. Mayor opens hearing.
3. Presentation by applicant.

Note: Remember, applicant bears the responsibility for making his/her case. This is also the time for Council members to ask their questions of the applicant.
4. Presentation by staff.
5. Written correspondence submitted for the record.
6. Testimony by those supporting the application.
7. Testimony by those uncommitted on the application.
8. Testimony by opponents to the application.
9. Rebuttal by the applicant.
10. Mayor closes the hearing and initiates motion/deliberations.

**Note: The Mayor may choose to require a motion prior to the discussion in order to focus deliberations, or, the Mayor may choose to allow deliberations prior to the motion in order to facilitate wording of the motion.**
11. Develop a written and reasoned statement supporting the decision.

## READING OF AN ORDINANCE PROCEDURE

1. Council determines which option below will be used to read the Ordinance by roll call vote.
2. The Ordinance is read by City Staff (usually City Attorney).
3. Mayor will declare the final reading of the ordinance and ask "Shall the Ordinance pass?"  
After roll call is taken, Mayor will announce whether or not the ordinance passed.