

**CITY OF POCATELLO**  
**CITY COUNCIL MEETING AGENDA**

April 20, 2017 · 6:00 PM  
Council Chambers | 911 N 7th Avenue

Any citizen who wishes to address the Council shall first be recognized by the Mayor, and shall then give his/her name and address for the record. If a citizen wishes to read documentation of any sort to the Council, he/she shall first seek permission from the Mayor. A three (3) minute time limitation is requested for Council presentations.

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City Hall is accessible to persons with disabilities. Program access accommodations can be provided with three (3) days' advance notice by contacting Dave Hunt at [dhunt@pocatello.us](mailto:dhunt@pocatello.us); 208.234.6248 or 5815 South 5th Avenue, Pocatello, Idaho.

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The purpose of the agenda is to assist the Council and interested citizens in the conduct of this public meeting. **Citizens should examine the agenda for the item of their interest. However, citizens are advised that while some agenda items allow for public comment during discussion/consideration not every item does.** If the matter the citizen wishes to discuss is not listed on the formal agenda, an opportunity to be heard by the Council is the agenda item described as "DISCUSSION ITEMS." Total time allotted for this item is fifteen (15) minutes, with a maximum of three (3) minutes per speaker. You must sign in at the start of the meeting.

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AGENDA CLARIFICATION MEETING: A meeting will be held at 5:30 p.m. in the Paradise Conference Room at City Hall, prior to the regular meeting for clarification of the agenda.

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RECESS: In the event the meeting is still in progress at 7:30 p.m., the Mayor may call a ten-minute recess to allow Council members and participants a brief rest period.

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1. ROLL CALL AND PLEDGE OF ALLEGIANCE

2. INVOCATION

The invocation will be offered by Pastor Scott Sampson, Rocky Mountain Ministries.

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 March 16, 2017 Budget Development meeting and the April 6, 2017 Executive Session.

(b) TREASURER'S REPORT: Council may wish to consider the Treasurer's Report for March showing cash and investments as of March 31, 2017.

(c) BUS PURCHASE PRICE CORRECTION—TRANSIT: Council approved the purchase of up to six medium duty cutaway buses on March 16, 2017. The approved unit price was \$90.00 less than the actual bid price due to a typographical error. The approved price was \$71,673.50 per unit, but the actual bid was \$71,763.50 per unit. The Executive Summary and bid tabulation showed the correct price.

(d) 2017 PUBLIC AUCTION AGREEMENT—PRIME TIME AUCTIONS, INC.: Council may wish to approve the Mayor to sign an Agreement with Prime Time Auctions, Inc. to conduct the 2017 Public Auction for the City of Pocatello to be held on May 13, 2017. Prime Time will receive a buyer's premium and an \$895.00 reimbursement for advertising the auction. The funds for this auction expense are paid from the auction proceeds.

(e) COUNCIL DECISION—ANNEXATION NEAR BUTTE AND CLEARWATER STREETS: Council may wish to adopt its decision to approve the annexation of a parcel of land comprised of approximately 74.88 acres owned by Pocatello Development Company, Ted and Janice Crandall, David Lowry and Michelle Russell and The Church of Jesus Christ of Latter Day Saints. The Parcel is located east of Butte and Clearwater Streets, east of Satterfield Drive and east of Legacy Drive. It will be zoned Residential-Low Density (RL) with a Comprehensive Plan designation of "Residential".

Documents:

[AGENDA-ITEM-3.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. SHORT PLAT—DOLBEER ESTATES

NeighborWorks Pocatello (mailing address: 206 North Arthur Avenue, Pocatello, ID 83204), represented by Chris Street of HLE, Inc. (mailing address: P.O. Box 866, Blackfoot, ID 83221), has submitted an application to subdivide approximately 0.58 acres into three (3) residential lots located at the intersection of Jason Avenue and Dolbeer Street.

Staff recommends approval of the request with conditions outlined in the staff report.

Documents:

[AGENDA-ITEM-6.PDF](#)

7. SANITATION FEE WAIVER REQUEST—CINCO DE MAYO EVENT

Council may wish to consider the Cinco de Mayo Committee's request for a fee waiver for sanitation services in an amount not to exceed \$32.50 for their event scheduled at City Hall on May 7, 2017 from 2:00 p.m. to 6:00 p.m.

8. FAA GRANT APPLICATION—AIRPORT IMPROVEMENTS

Council may wish to approve a grant application to the Federal Aviation Administration (FAA) under the Airport Improvement Program in the amount of \$998,437.00 and, if awarded, allow the Mayor to sign documents related to a grant, subject to Legal Department review. The purpose of the grant is the design of taxi lane reconstruction; pavement maintenance on Runways 3/21 and 17/35 and Taxiways B and C; acquisition of snow removal equipment; and geotechnical exploration of Runway 3/21.

The grant will require a local match of 6.25% of the total project costs to be funded using airport passenger facility charge (PFC) funds.

Documents:

[AGENDA-ITEM-8.PDF](#)

9. DECLARATION OF SURPLUS PROPERTY—2017 CITY AUCTION

Council may wish to declare items identified as surplus property to be sold at the City's Annual Auction on May 13, 2017. City departments submitted lists of items that they considered surplus and these were reviewed by other departments. The items to be considered as surplus are not needed by any other departments within the City.

Documents:

[AGENDA-ITEM-9.PDF](#)

10. FORT HALL REPLICA/POCATELLO JUNCTION FACILITIES—BANNOCK COUNTY HISTORICAL SOCIETY

Council may wish to consider the following requests regarding the Fort Hall Replica/Pocatello Junction facilities:

a) Approve a Memorandum of Agreement with Bannock County Historical Society to expand the Society's oversight and operation responsibilities for the facilities as presented in the April 13, 2017 Study Session; and

b) Adopt a resolution assigning the Fort Hall Replica Commission to be part of the Bannock County Historical Society as a committee to preserve the Commission's opportunities and continued contributions to the Replica.

Documents:

[AGENDA-ITEM-10.PDF](#)

11. CONCESSION LICENSE AGREEMENT—ROSS PARK AQUATICS COMPLEX

Council may wish to consider approving a Concession License Agreement with Ross Park Drive-In, subject to Legal Department review, for assuming operation of the Ross Park Aquatics Complex concession stand from the City for the 2017 season.

Documents:

[AGENDA-ITEM-11.PDF](#)

12. STATE/LOCAL AGREEMENT AND RESOLUTION—BENTON STREET BRIDGE REHABILITATION PROJECT—ENGINEERING

Council may wish to adopt a resolution and authorize execution of an agreement between Idaho Transportation Department and the City of Pocatello for the City's estimated share of construction costs associated with the Benton Street Bridge Rehabilitation Project, subject to Legal Department review.

The amount of the agreement is \$284,058.00, which is the City's estimated share of the costs for construction and is available in Fund 70 and Fund 3 to cover this commitment.

Documents:

[AGENDA-ITEM-12.PDF](#)

13. LOCAL PROFESSIONAL SERVICES AGREEMENT—ALAMEDA ROAD AND JEFFERSON AVENUE INTERSECTION PROJECT—ENGINEERING

Council may wish to authorize execution of an agreement between Bionomics Environmental, Inc. and the City of Pocatello for the Alameda Road and Jefferson Avenue Intersection Project. Under this agreement, Bionomics Environmental will amend the Cultural Resources Report by evaluating nine properties adjacent to a proposed sound wall.

The cost of the work is \$13,200.00 which will be paid by the State of Idaho. The City has already paid the match and no additional funds will be required. The project is scheduled for completion in 2017.

Documents:

[AGENDA-ITEM-13.PDF](#)

14. ORDINANCES

Ordinances ready for reading.

14(a). An Ordinance rezoning approximately .09 acres of property located approximately ¼ mile east of Philbin Road and south of Quinn Road, from Residential Medium Single Family (RMS) to Residential High Density (RH). Public Hearings on this matter were held on May 15, 2015 and June 4, 2015. (This ordinance is hereby prepared for reading under the rules of suspension.)

14(b). An Ordinance rezoning approximately 37,190 square feet of property located at 4175 Hawthorne Road, from Residential Medium Single Family (RMS) to Residential-Commercial-Professional (RCP). Public hearings on this matter were held on May 11, 2016 and June 2, 2016. (This ordinance is hereby prepared for reading under the rules of suspension.)

14(c). An Ordinance which annexes a parcel of land comprised of approximately 74.88 acres owned by Pocatello Creek Development Company, Ted and Janice Crandall, David Lowry and Michelle Russell and The Church of Jesus Christ of Latter Day Saints. The parcel is located east of Butte and Clearwater Streets, east of Satterfield Drive and east of Legacy Drive. It will be zoned Residential-Low Density (RL) with a Comprehensive Plan designation of "Residential". (This ordinance is hereby prepared for reading under the rules of suspension.)

Documents:

[AGENDA-ITEM-14.PDF](#)

15. 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.
  - o Ten (10) minute time limit on applicant presentation.
  - o Three (3) minute time limit on public testimony.
  - o Names and addresses are required from those presenting/testifying.
  - o Questions/comments should be addressed to the Mayor and Council.
  - o 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.
  - o 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.

The Council has the following options for reading ordinances. If the Council makes no motion, the ordinance will be read by title on two occasions and at length on the third occasion and placed on final passage for publication.

#### EXAMPLE MOTIONS:

FOR THREE SEPARATE READINGS: "I move the ordinance, Agenda Item # , be read only by title on three separate occasions and placed on final passage and ordered for publication, and that only the ordinance summary sheet be submitted for publication."

FOR ONE READING UNDER RULES SUSPENSION: "I move the ordinance, Agenda Item # , be read only by title and placed on final passage for publication, and that only the ordinance summary sheet be submitted for publication."

Before the ordinance can be read under Option 1 or 2, the Council, by a vote of one-half plus one (4) of the full Council, must vote to direct how the ordinance is to be read.