

CITY OF POCA TELLO, IDAHO
CITY COUNCIL STUDY SESSION
MARCH 9, 2017

AGENDA ITEM NO. 1: Mayor Brian Blad called the City Council Study Session to order
ROLL CALL at 9:05 a.m. Council members present were Heidi Adamson, Roger Bray, Steve Brown, Jim Johnston, Gary and Michael L. Orr.

AGENDA ITEM NO. 2: Dwayne Sudweeks, Chair Person; Michelle Poletti, Vice Chair
AIRPORT COMMISSION Person; and David Allen, Staff Liaison; from the Airport
UPDATE Commission were present to discuss the Commission's goals and projects, as well as Council's policies and expectations.

Mr. Sudweeks reviewed the Commission's mission statement. The Commission believes the Airport has a \$40 Million economic impact in the area. Mr. Sudweeks noted an impact study is completed every 10 years. The Commission's focus this year is in air service and land development. It was noted that the flight traffic over the past year is the highest number since 2006. The increase is from providing an all jet service (no turbo prop aircrafts) and the benefits from flying out of Pocatello are getting better known.

Land Development – The Airport Master Plan was reviewed. Staff continues to work with FAA on land development issues.

Mr. Sudweeks extended the Commission's appreciation for the Council's support regarding airport needs. He noted that ramps near the AvCenter are in poor condition. Also roof repair and HVAC updates are needed for the terminal.

Mr. Brown mentioned more businesses are using Pocatello Airport because of the cost savings.

Mr. Moore shared his personal experience of the cost savings and convenience of flying out of Pocatello.

Mr. Orr mentioned he is on the Airport Commission and shared the progress they have done. He noted that Mr. Allen did a great job giving Skywest Airlines ideas and options to get additional seating at the airport.

Mayor Blad agreed that the City is lucky to have an airport

AGENDA ITEM NO. 3: Corey Lewis, Chair Person; Judy Boren, IdahoSTARS
CHILD CARE Consultant; and Jene' Purman, Staff Liaison; from the Child Care
ADVISORY COMMITTEE Advisory Committee were present to discuss the Committee's
UPDATE goals and projects, as well as Council's policies and expectations.

Ms. Purman reviewed the purpose of the Child Care Committee. She feels the Committee has made the City's Child Care Centers safer for children. Changes made in 2015 have been implemented and feel it has made a positive difference. Ms. Purman noted that 43 facilities are operating in Pocatello with 1900 children in their care. She thanked the Council for supporting staff when applications for Child Care Licenses have been denied.

Ms. Lewis stated she is the owner of Lighthouse Pre-school and the Committee works closely with IdahoSTARS to provide training for providers. Ms. Lewis mentioned the Committee is focusing on creating an active shooter training session for Child Care Centers. She noted the Committee makes suggestions and recommendations to centers and also serve as a resource.

Ms. Boren gave a brief overview of their program and noted that over 900 trainings were provided to providers. The providers benefit from the trainings and are kept up-to-date on safety practices. There is a monetary bonus providers can earn by attending trainings. Ms. Boren mentioned that many participants go over the required 12 hours of training per year.

In response to questions from Council, Ms. Boren feels the major barrier to licensing all providers is staff does not know who is watching neighborhood children. The initial cost to become licensed may also be a barrier. Many parents may assume their provider is licensed.

In response to questions from Council, Ms. Lewis stated she had a good employee that was denied their Child Care license. She feels the process needs improvements.

Council discussion continued regarding the licensing denial and appeal process. People should be encouraged to take their children to a licensed facility for the safety and other programs available.

Ms. Boren explained her organization gives a list of providers to parents and cannot specify any preference.

AGENDA ITEM NO. 4: Sharon Manning, United Senior Project Chair Person, was not
SENIOR COMPLEX available to present the United Senior Project and asked that the
PROPOSAL POSTPONED item be postponed.

AGENDA ITEM NO. 5: Frank Hartlieb, Pocatello Arts Council Chair Person, was
POCATELLO ARTS present to update the Council regarding the following events:
COUNCIL EVENTS 1) Sculpture installation; 2) Arts Council Award; and 3) addition
UPDATE of city/area art links to the Arts Council website.

1) Sculpture installation - Mr. Hartlieb gave an overview of the project and distributed a picture of sculptures the Arts Council is asking for placement in City Parks. He noted that local artists created the sculptures and they are ready for display. The Council is asking for permission to move forward after they meet with John Banks, Parks and Recreation Director and the Parks and Recreation Advisory Board regarding placement. Both sculptures are on preformed bases and should be easily installed/removed. Mr. Banks will provide Council with the park locations determined by the Parks and Recreation Advisory Board for sculpture placement.

2) Arts Council Award – Mr. Hartlieb stated the Arts Council would like to continue the Mayor Award for the Arts event and research creating a new event/location for this.

Council discussion followed regarding changes and issues leading up to discontinuing the Mayor's Award for the Arts event. It was noted that various circumstances caused the City to discontinue the event.

3) Arts Council Website – Mr. Hartlieb explained why the Arts Council would like to enhance the website by adding one more page. He noted the addition page will be for Pocatello artists and local art associations. The page will not list commercial businesses. However, places that offer art classes

or art events will be featured. Mr. Hartlieb noted they have a contract with Painted Frog, Inc. and will add this service to the contract.

AGENDA ITEM NO. 6: Eric Statts, Project Engineer; and Gene Staggs, Project Manager/Designer; from Idaho Transportation Department, were present to update the Council on the Yellowstone Avenue and Alameda Road intersection project. A brief summary of the project's progress was provided.

Mr. Statts gave an overview of the project. The purpose of the project is to: improve safety; create medians between Cedar Street and Alameda Road based upon crash/safety analysis; preliminary alternatives analyzed – 16 total future alternatives. He noted the intersection's current configuration and the proposed changes have been analyzed multiple times.

In response to questions from Council, Mr. Statts explained they have reconsidered more traditional signals at the intersection. These include flashing yellow arrow signals and changes to timing of the series of signals which should increase traffic movement. The proposed changes would decrease waiting time from 2 minutes to 40 seconds. Initially there may be a potential for more crashes with flashing yellow arrows. However, these signals are becoming more common and drivers know how to maneuver them.

General discussion regarding traffic movement, medians and turning lanes continued.

Next steps – a) public involvement – discuss placement of medians with stakeholders; b) detailed design – medians, signal equipment upgrade; and c) continued coordination with City of Pocatello and Bannock Transportation and Planning Organization.

Project Schedule – a) design plans will be complete in Fall 2017; b) advertisement for construction in Fall 2018; and c) construction complete in Fall 2019.

Council discussion regarding the widening of streets in congested traffic areas and the City's future traffic needs followed.

AGENDA ITEM NO. 7: Eric Statts, Project Manager, and Aaron Baird, Project Engineer; from the Idaho Transportation Department (ITD), were present to update the Council on the Interstate 86/Interstate 15 Interchange project known as the "Wye." The project is just beginning the design process and is currently scheduled for construction for 2022 and 2023.

Mr. Statts gave an overview of the interstate projects which includes proposed changes to Siphon Road, structures replacement and funding. He explained the purpose of the projects is to replace the structures and also correct geometric deficiencies, eliminate left exits, and preserve Interstate 15 for over-sized loads. Ms. Statts noted that although the projects do not involve city roads, it does impact local drivers. He is working with the trucking industry to identify routes to keep the interstate open for large loads.

Schedules for the project are: prelim VE Study April/May 2017; Alternative selection September 2017; Preliminary Design review and approval June, 2019; Final design review August 2020; and Construction to begin 2022 and 2023. Trying to keep as much of the design "in-house" to keep

costs down. ITD plans to have a website available to show the proposed projects and supporting information. Mr. Statts encouraged staff to refer individuals inquiring about the project to the website. Staging and traffic flow while the construction is being done over the 2 year period will be determined at a later date.

It was announced that the City's Engineer would be the City's contact for questions ITD has regarding the project.

AGENDA ITEM NO. 8: Dave Foster, Associate Planner, was present to discuss a
ZONING ORDINANCE proposed update regarding the Zoning Ordinance and Zoning
REWRITE AND ZONING Map for the City of Pocatello.
MAP REVISIONS

Mr. Foster gave a brief history of staff involvement in the proposed amendments. He also reviewed steps necessary to move forward with the proposed changes. The following new sections are being proposed: Vacation of Public Right-of-Way; Special Overlay Districts; Mediation Process; Reconsideration Request; Regulatory Taking Analysis; Notification Procedures – Vacation of Public Right-of-Way; Notice of Decision and Contents; Residential University Area (RUA) – Use Table; Bed & Breakfast; Residential Care/Assisted Living Facility; Group Homes; Childcare – Family & Center; Neighborhood Markets; Commercial/Light Manufacturing (CLM) – Use Table; Commercial/Warehouse (CW) – Use Table; Residential Uses and Boarding House Standards; Public Lands Designations; Juniper Hills Country Club District; Small Residential Wind Energy Conversion Systems (WECS); Medium Commercial WECS; and Large Commercial WECS.

In response to questions from Council, Mr. Foster explained the proposed ordinance is in a semi-draft form and staff review is almost complete. Staff will go through the process before having a public hearing and will work with contractors toward a final product. Information will be available on the City's website and the work sessions are open to the public.

AGENDA ITEM NO. 9: Melanie Gygli, Planning and Development Services Interim
LEAD BASED PAINT Director, and Cass Fonnesbeck, Neighborhood and Community
HAZARD CONTROL Services, were present to discuss the possibility of applying for a
PROPOSAL Lead Based Paint Hazard Control (LBPHC) Grant through the
U.S. Department of Housing and Urban Development (HUD).

The grant would be for \$1.5 million over three years and a 10% match which can be in-kind support by existing staff. Staff is asking for direction on continuing the application process. Should the Council determine to move forward, this matter will be scheduled for the March 16, 2017 Regular Council meeting in order to meet the application deadline of March 23, 2017.

Ms. Gygli explained HUD has released a Notice of Funding Availability for LBPHC hazards. The purpose of the funding is to reduce these hazards in homes, especially where children under six live, in order to reduce or prevent instances of lead poisoning. Ms. Gygli noted the funds can be used for training contractors in LBPHC removal, purchase of a testing gun, and all construction costs, as well as staff time and costs for running the program. Neighborhood and Community Services staff proposes applying for \$1.5 million over three years. A ten percent match is required (\$150,000.00) which will be covered by existing staff salaries. Additionally, ten percent can be used for administrative costs.

The program will address the oldest homes in Pocatello that may have lead based paint. Homes with children or pregnant women are the most vulnerable. Ms. Gygli reviewed the City's match portion of the grant.

In response to questions from Council, Ms. Gygli explained the proposal will not complicate the regulations regarding lead paint since regulations are already in place. However, it will offer a tool to address the problem. She noted that places would not be "lead free" but "lead safe."

A majority of the Council supported the LBPHC grant application. A final decision will be voted upon at a later date.

It was noted that Federal Funding has not been appropriated at this time. The application is pending adoption of the Fiscal Year 2017 Federal Budget. However, the deadline for applying is March 23, 2017 so it is necessary to make the determination now whether or not to move forward with the application.

AGENDA ITEM NO. 10: John Banks, Parks and Recreation Director, was present to review current policy and proposed revisions to Pocatello MUNICIPAL CODE (12.26 PUBLIC PARKS), regarding the reserved use of, and allowable activities in City Parks.

Mr. Banks gave an overview of the type of City facilities that are commonly reserved. These include: Park Pavilions/Shelters; Baseball/Softball Fields and Soccer/Lacrosse Fields; Non-Sports Field Portions of Parks; and the Community Recreation Center meeting rooms. During the annual seasonal reservation periods for 2015 and 2016, staff has been approached by several businesses and individuals requesting use of City Park facilities for the on-going provision of amusement park/carnival type activities and services, such as bounce houses and other various inflatables, laser tag facilities, dunk tanks, water slides, etc. Staff has also received requests for reserved/exclusive use of particular City Park facilities on a consistently recurring basis by the same organization, businesses and/or individual (for example: every weekday or weekend day during the summer months.) These types of activities and on-going/consistently recurring requests have created some challenges, as well as raised several concerns for staff during the facilitation of City Park facility use to meet the needs of the community. Mr. Banks reviewed the challenges and frustration of various community members as a result of the on-going reservations. Pictures showing turf damage as a result of on-going water slide activity were distributed to the Council. Council is supportive of these functions on a one-time basis and not on-going. The on-going events are causing turf damage to the City's Parks.

PROPOSED NEW SECTION – 12.36.025 RESERVED USE OF PARK FACILITIES:

A) Reservation of Parks and Recreation facilities may be made in advance of the new date of the proposed use of the facility, beginning the first business day of each new year subject to exceptions and restrictions; B) Use Denial: The City of Pocatello, through the Parks and Recreation Director and/or designee, reserves the right to approve and/or deny any/all requests for use of Parks and Recreation facilities; C) Parks and Recreation facilities may not be used for the ongoing conduct of amusement park/carnival type activities and services, including but not limited to: bounce houses/inflatables, laser tag, dunk tanks, water slides, etc.; and D) Parks and Recreation facilities may not be used for the ongoing conduct of activities that are in conflict with the originally designed and intended use of the facility.

General discussion followed regarding the damage done to parks. The damage is not from rough use; it is the continued use. The for-profit use of the City's parks hinders use by other citizens. Reservations are made for a shelter where water/electric is available. It was suggested a fee be added to the shelter reservation if water will be used for an all-day activity such as a water slide or dunk tank.

Council concerns were shared regarding someone using public lands and charging a fee to individuals coming to the park. The City has public parks so they can be used without paying a fee. It is important to allow families to go to a City Park without being charged a fee.

In response to questions from Council, Mr. Banks explained parks are developed for an intended use. Such as, a baseball field is for baseball use and a soccer field is for game use. Mr. Banks feels a policy needs to be in place to regulate the use to stop damage to the turf and the availability of shelters for the public.

General discussion continued regarding the type of activities allowed so turf damage is limited. Concessionaire agreements were also discussed. It was noted that the City's golf courses are excluded because they already have a concessionaire agreement.

A majority of the Council supported the proposed public parks revisions. A final decision will be voted upon at a later date.

Mayor Blad called a recess at 11:13 a.m.

Mayor Blad reconvened the meeting at 11:28 a.m.

AGENDA ITEM NO. 11: Merrill Quayle, Development Engineer, was present to give an update from the February 9, 2017 Study Session regarding the City of Pocatello Public Works Design Principles and Standards. Engineering staff provided a proposed schedule to incorporate the design principles into Pocatello Municipal Code Title 12 by ordinance and to adopt the standards by resolution (which may be modified from time-to-time.)

Mr. Quayle gave an overview of the Public Works Design progress. He noted that a letter was sent to the Building Association asking for their input. The proposed ordinance was reviewed. Mr. Quayle explained City Departments that are affected by the ordinance will review guidelines in their codes in order to be in-line with the proposal. Once this step is completed, staff will submit everything for Legal Department review.

In response to questions from Council, Mr. Quayle explained staff will schedule time on the April Study session to go over the ordinance prior to a public hearing.

AGENDA ITEM NO. 12: Merrill Quayle, Development Engineer; Tom Kirkman, Street Superintendent; and Hannah Sanger, Science and Environment Division Manager; were present to give an update to questions raised by City Council concerning stormwater retention and detention facilities.

Mr. Quayle defined what the City's stormwater facilities are. Detention – stormwater held temporarily and released over time; water treatment and metered release. Retention – stormwater

held indefinitely and aquifer recharge. Pictures of new ponds/systems were viewed and discussed. It was noted that the systems have not been vegetated and failed to handle the water.

The types of facilities being considered were reviewed. They are: Public Facilities – Needed to control runoff; Design manual (natural vegetation, full accessible for maintenance, maintenance agreements, meets design standards); provide drainage for multiple developments. Private Facilities – need to control runoff, design manual (natural or landscaped vegetation, fully accessible for maintenance, meets design standards); Home Owners Association or single ownership controlled (City typically has a stormwater easement); and private facilities may drain into City system.

In response to questions from Council, Mr. Kirkman explained current City equipment can handle regular maintenance of these facilities. However, additional equipment may be needed if the area needs major work. Some of the areas are not accessible and the proposed manual will help enforce access. He added that the sediment removed from the facilities is mostly a waste product.

Maintenance of the facilities was reviewed. They are: Public – mowing and spraying (twice a year); routine maintenance (3 to 7 years); reconstruct (10 to 20 years). Private – depending on landscape design (weekly/twice a year); routine maintenance (3 to 7 years) work focus on sediment removal and disposal fees, revegetate disturbed area; reconstruct (10 to 20 years) work performed on entire facility, labor intensive, heavy equipment and disposal fees.

General discussion followed regarding maintenance and responsibilities of storm water facilities by private property owners, home owner associations and the City. Notification of violations and enforcement of stormwater regulations was debated.

In response to questions from Council, Ms. Sanger explained she met with Environmental Protection Agency representatives and there is a new stormwater permit coming in May 2017. The new permit will be tied to the Portneuf River's sediment issues. As a result, there will be more emphasis on how the ponds are being maintained and reporting requirements to entities.

In response to questions from Council, Mr. Kirkman explained he has designated staff to maintain the facilities because this needs to be done in order to eliminate additional problems as a result of the lack of maintenance.

Ms. Hanger announced storm water facility maintenance is a nationwide problem and multiple communities are trying to address the issue.

Discussion regarding general responsibility and guidelines of maintaining a stormwater facility continued. Budget impact – City currently has approximately 71 acres of public facilities to maintain. Estimated costs for maintenance are: \$85,200.00 for mowing and spraying annually; \$22,500.00 to 37,500.00 for routine maintenance annually; and \$25,000.00 to \$45,000.00 for reconstruct annually.

Mr. Quayle noted that staff was asked to bring the stormwater information to Council due to discussion held regarding a Partridge Ridge 6th Addition agenda item asking City Council to accept the dedication of Lot 13 Block 3 and Lot 4 Block 4 Partridge Ridge Subdivision 6th Addition on November 3, 2016. The request was denied and staff was instructed to research stormwater detention/retention issues.

General discussion continued and it was noted that development of the area is moving slowly until Council's decision is known. Staff will create a matrix and contact developers to discuss the topic in more depth. Once this has been completed, staff will bring the information back to Council for review.

In response to questions from Council, Ryan Satterfield, Satterfield Realty and Development, feels City staff is looking at two separate things in regards to Partridge Ridge 6th Addition. Stormwater is one and the Partridge Ridge Development issues are another. He gave an overview of the pond and regulations connected with the lot. Mr. Satterfield would like clarification of the requirements in connection with the lot.

Mr. Brown feels the Partridge Ridge Development is a separate issue that will come back to the Council for reconsideration. Staff can also move forward with a new stormwater facility process.

Mayor Blad suggested that other areas needing correction should also be included in the process.

Mayor Blad adjourned the meeting at 12.53 p.m.

APPROVED:

BRIAN C. BLAD, MAYOR

ATTEST AND PREPARED BY:

RUTH E. WHITWORTH, CMC, CITY CLERK