

CITY OF POCA TELLO, IDAHO  
CITY COUNCIL STUDY SESSION  
MAY 13, 2010

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AGENDA ITEM NO. 1: Mayor Brian Blad called the City Council  
ROLL CALL Study Session to order at 9:04 AM. Council  
members present were Roger Bray, Craig  
Cooper, Ron Frasure, and Gary Moore. Council member Eva Johnson  
Nye arrived at 9:05 AM.

AGENDA ITEM NO. 2: James Steed, Disabled Citizens ADA/504  
DISABLED CITIZENS Coordinating Committee member, and Dave  
ADA/504 COORDINATING Hunt, ADA Coordinator and Staff Liaison for  
COMMITTEE UPDATE the Committee, discussed the Committee's  
goals and projects as well as Council's  
policies and expectations. Mr. Hunt mentioned that the ADA  
Transition Plan for the City needs to be updated. He informed the  
Council that Committee members gave testimony on the Idaho  
Transportation Department Transition Plan.

Mr. Steed recommended that the Committee apply for a grant that  
would help pay for a consultant to assist the City in updating the  
ADA Transition Plan. He stated that Ron Binggeli would be a good  
candidate to fill the consultant position. Mr. Steed mentioned  
that on July 27<sup>th</sup> the Mayor will read a proclamation in support of  
the celebration of the institution of the ADA legislation.

AGENDA ITEM NO. 3: Steve Brown, Pocatello Development Authority  
POCA TELLO (PDA) Board of Directors Chair person, and  
DEVELOPMENT Robert Chambers, Interim PDA Director,  
AUTHORITY BOARD discussed the Board's goals and projects as  
OF DIRECTORS UPDATE well as Council's policies and expectations.  
Mr. Brown thanked the staff for the support  
they give the PDA Board. He provided updates on various projects  
supported by the PDA. Mr. Brown reminded the Council that the East  
Center District was closed last year and excess funds were returned  
to the taxing agencies. He stated that when the PDA makes  
improvements in the community the neighbors start to clean up their  
properties. Mr. Brown mentioned that the Central Corridor projects  
will be moving forward in the next year.

David Swindell, Chief Financial Officer, informed the Council that  
the bonds on the North Yellowstone District may be reissued in the  
near future. The bonds would be at a lower rate which makes it  
economically prudent to reissue the bonds.

AGENDA ITEM NO. 4: Sean McCoy, Pocatello Youth Forum Advisor,  
POCA TELLO YOUTH discussed the Forum's goals and projects, as  
FORUM UPDATE well as Council's policies and expectations.  
Mr. McCoy mentioned that the Youth Forum has  
helped with Habitat for Humanity and street clean-up projects. He  
informed the Council that the Forum will become the Pocatello/  
Chubbuck Youth Forum to allow youth from both communities to

participate. Mr. McCoy stated that the Youth Forum will begin studying how city government works. He mentioned that the Forum will continue to meet during the summer and the Forum is in the process of requesting applications to fill the positions left open as a result of the graduating seniors leaving the Forum. Mr. McCoy informed the Council that Jerri Johnson the other Forum advisor is resigning after giving many years to the Forum. Therefore, an additional advisor will be needed.

General discussion was held on how to increase the diversity of the Forum membership.

AGENDA ITEM NO. 6: Judy Boren and Cherrylin Brake, Child Chare  
PROPOSED CHILD CARE Advisory Committee members; and Dianne  
CODE CHANGES Brush, Licensing Enforcement Officer;  
discussed proposed changes to the Municipal  
Child Care Code in order to conform to the changes enacted by the  
State of Idaho. The changes address staff to child ratios,  
immunizations and safety issues. Additional changes were proposed  
by the Day Care Advisory Committee which would require licensing  
for all child care providers and increase the required number of  
training hours. Ms. Brush provided background information on the  
reasons the changes need to be made. She mentioned that additional  
changes need to be made to definitions in order to meet the State's  
regulations.

Ms. Boren informed the Council that funds are available for training through the Idaho STARS Professional Development Program. She mentioned that several providers are using the training funds to attend Idaho State University.

General discussion was held on the changes the Committee is recommending. It was stated that additional work will need to be done with the State Legislature to improve the State's child care requirements.

Ms. Boren overviewed the proposed staff to child ratios being recommended. She stated that the Committee is requesting to keep the maximum number of children a provider could watch to stay at 12 and not increase to 18 as it is in the State Code.

It was the consensus of the Council that staff should proceed with developing the changes and present them to the Council at a future Council meeting.

Ms. Brush mentioned that she will be coming to the Council with recommendations for changes to other City licensing codes.

AGENDA ITEM NO. 7: JR Miller, Police Chief, discussed the  
RESCINDING CITIZENS Police Citizens Advisory Board. Over the  
ADVISORY BOARD past several months, the Board has been  
RESOLUTION ineffective and has had no agenda items for  
discussion relative to the Police  
Department's activities. Additionally, a request was made for new  
representatives within the community and only one person expressed  
interest, but never returned the application. Mr. Miller  
recommended that the resolution creating the Police Citizens  
Advisory Board be rescinded.

It was the consensus of the Council that Mr. Miller should proceed  
with the steps necessary to rescind the resolution creating the  
Police Citizens Advisory Board.

Mr. Bray stated that there are some members of the Board that do  
not wish to have the Board disbanded.

AGENDA ITEM NO. 8: JR Miller, Police Chief, discussed a request  
INTEROPERABILITY from the District 5 Interoperability  
GOVERNANCE BOARD Governance Board. The Board met on March  
30, 2010, and asked that each represented  
agency obtain written permission from their Council or Commission  
to have representatives for the development of "by-laws" and other  
governance issues. Therefore, staff requested guidance from the  
Council regarding the Police Department's participation in the  
Governance Board. Mr. Miller stated that the Interoperability  
Governance Board deals with funding and issues related to property  
procurement.

It was the consensus of the Council that Mr. Miller should proceed  
with the steps necessary to submit the appropriate permission  
letter.

Mayor Blad called a recess at 10:48 AM.

Mayor Blad reconvened the Study Session at 10:57 AM.

AGENDA ITEM NO. 5: John Gallagher, Principal Consultant, Red  
UTILITY FINANCIAL Oak Consulting; Cody Berg, Consultant, Red  
PLAN Oak Consulting; Greg Lanning, Public Works  
Director; and David Swindell, Chief  
Financial Officer; discussed the Utility Financial Plan for the  
City. The presentation covered the study findings and preliminary  
rate recommendations for capital and operating requirements for  
sanitation, water, and wastewater. Mr. Lanning reminded the  
Council that the report given to the Council is truly a preliminary  
report. He stated that when looking at the Financial Plan, Council  
should remember that each of the utilities operates differently and  
that is why the Financial Plans are different. Mr. Lanning stated

that two proposals will be presented. One of the proposals will be for the utilities and the other will be related to capacity fees.

Mr. Gallagher informed the Council that staff responses to questions have been so timely that he is able to meet with the Council sooner than he anticipated. He reiterated that two reports will be given to the Council to allow them to make informed decisions on the capacity fee issue. Mr. Gallagher stated that utilities must meet annual revenue requirements to provide sufficient reserves for daily operations and meeting capital needs. He overviewed the infrastructure and annual operations of the Water Department. Mr. Gallagher discussed the proposed water rates.

Mr. Gallagher provided information on the infrastructure and annual operations of the Water Pollution Control Department. He overviewed the proposed Water Pollution Control rates. It was recommended that Water Pollution Control maintain a 60-day reserve for operations and maintenance. Mr. Gallagher recommended that the criteria for charging industrial customers remain the same.

Mr. Gallagher stated that the Sanitation Department employees are great ambassadors for the City as they go to every residence and business at least once a week. He mentioned that Red Oak looked at two scenarios for the Sanitation Department. Scenario one is based on the continuation of the volunteer recycling program and the other includes an enhanced recycling program.

Mr. Gallagher showed how the proposed rates, for all the utilities, would affect the typical single family household.

Discussion was held on the information that was presented by Mr. Gallagher. Mr. Gallagher clarified that the anticipated costs are based on the past costs of the City to operate the utilities.

Mr. Lanning overviewed the assumptions that were made when the Financial Plan was being developed. One of the assumptions was that there will be 3% inflation per year.

During the discussion it was stated that the Financial Plan does not include funds for a surface water treatment plant. However, the Financial Plan does include funds for various capital improvement projects.

Mr. Gallagher reminded the Council that capacity fees recover new connector's proportionate share of a facility backbone costs. He stated that capacity fees are a standard industry practice in the Intermountain area. Mr. Gallagher provided information on the proposed capacity fees.

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Additional discussion was held on the advantages and disadvantages of capacity fees.

Mayor Blad adjourned the Study Session at 12:29 PM.

APPROVED:

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BRIAN C. BLAD, MAYOR

ATTEST:

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RHONDA L. JOHNSON, MMC, CITY CLERK