

# CITY OF POCA TELLO REGULAR CITY COUNCIL MEETING

January 4, 2018 · 6:00 PM  
Council Chambers | 911 North 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.

---

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.

---

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 only Public Hearings allow for public comment during the discussion/consideration process.**

*Citizens have an opportunity to be heard by the Council if the item meets the criteria as described in the agenda item called "DISCUSSION ITEMS." You must sign in at the start of the meeting to be recognized.*

---

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.

---

## 1. ROLL CALL AND PLEDGE OF ALLEGIANCE

## 2. INVOCATION

A moment of silence will be offered for the invocation.

### **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 meeting and Regular Council meeting of November 16, 2017 and the December 14, 2017 Study Session.

(b) PAYROLL AND MATERIAL CLAIMS: Council may wish to consider payroll and material claims for the month of December 2017.

Documents:

[AGENDA-ITEM-3.PDF](#)

### **4. INSTALLATION OF NEWLY-ELECTED COUNCIL MEMBERS**

Ruth Whitworth, City Clerk, will administer the oath of office to the newly-elected City Council members.

### **5. ELECTION OF PRESIDENT OF THE COUNCIL**

This time has been set aside for Council to elect a President of the Council in conformance with Idaho Code Section 50-702.

### **6. COMMUNICATIONS AND PROCLAMATIONS**

### **7. 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.

### **8. ADOPTION OF NEW JOB DESCRIPTIONS AND TITLES FOR CITY EMPLOYEES**

Council may wish to adopt the job descriptions and titles for City employees developed through the BDPA, Inc. compensation study associated with the Hybrid Compensation Scale adopted by Council for Fiscal Year 2018.

Documents:

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

### **9. COUNCIL SUPPORT REQUEST—IDAHO DEPARTMENT**

# **OF PARKS AND RECREATION GRANT APPLICATION FOR CONSTRUCTION OF MULTI-USE PATHWAY**

The Portneuf Greenway and the Trails Working Group are seeking City Council support regarding an Idaho Department of Parks and Recreation grant application for construction of a multi-use pathway along the eastern edge of Interstate 15 Right-of-Way to be used for a pathway extending north from Monte Vista Overpass to Pocatello Creek Road. The support request is for the following:

a) Support the submission of an Idaho Department of Parks and Recreation grant application in the amount of \$150,000.00 and, if awarded;

b) Authorize the Mayor's signature on documents related to the grant, subject to Legal Department review, for construction of a pathway extending north from Monte Vista Overpass to Pocatello Creek Road. Grant funds will be used to grade, gravel and pave the pathway.

Matching funds will come from the Portneuf Greenway Foundation and various in-kind donations from private organizations. The City of Pocatello will assume full ownership of the pathway upon completion.

Documents:

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

## **10. 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.)

## **11. STATE OF THE CITY REPORT**

The State of the City Report will be presented at this time.

---

### **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.

- 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.

The Council has the following options for reading ordinances. If the Council makes no motion, the ordinance will be read on three (3) different days, two (2) readings of which may be by title only and one (1) reading of which shall be in full and placed on final passage for publication.

EXAMPLE MOTIONS:

**Option 1: 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."

**Option 2: FOR THREE SEPARATE READINGS:** "I move the ordinance, Agenda Item #\_\_, be read on three separate days. First and second readings will be by title and in full on the third reading. The ordinance shall then be placed on final passage for publication, and only the ordinance summary sheet be submitted for publication."

Before the ordinance can be read under Option 1, the Council must pass said motion by a vote of one-half plus one (4) of the full Council.