

# AGENDA

## CITY OF POCATELLO REGULAR CITY COUNCIL MEETING

January 7, 2021 • 6:00 PM  
Council Chambers | 911 North 7th Avenue

*In-person attendance is allowed, but strict social distancing measures are in place.*

*Attendance is EXTREMELY limited in accordance with Governor Little's Modified Stage 2 order.*

*MASKS/FACE COVERINGS ARE REQUIRED.*

**The full Council meeting will be live-streamed at <http://streaming.pocatello.us/> and available on Sparklight Cable channel 56**

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 Skyler Beebe at [sbeebe@pocatello.us](mailto:sbeebe@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 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 "ITEMS FROM THE AUDIENCE." You must sign in at the start of the meeting to be recognized.*

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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 observed by a moment of silence.

## **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. **(ACTION ITEM)**

(a) PAYROLL AND MATERIAL CLAIMS: Council may wish to consider payroll and material claims for the month of December 2020.

(b) COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ADVISORY COMMITTEE APPOINTMENT: Council may wish to confirm the Mayor's appointment of Shereen Ainsworth to serve as a member of the CDBG Advisory Committee, filling a long-term vacancy. Shereen's term will begin January 8, 2021 and will expire January 1, 2024.

(c) HUMAN RELATIONS ADVISORY COMMITTEE APPOINTMENT: Council may wish to confirm the Mayor's appointment of Bhavisha Patel to serve as a member of the Human Relations Advisory Committee, replacing Nancy Goodman whose term expired. Ms. Patel's term will begin January 8, 2021 and will expire January 8, 2025.

(d) PARKS AND RECREATION ADVISORY BOARD REAPPOINTMENT: Council may wish to confirm the Mayor's reappointment of David Doran to continue service on the Parks and Recreation Advisory Board. David's term will begin January 9, 2021 and will expire January 9, 2023.

(e) POCATELLO DEVELOPMENT AUTHORITY APPOINTMENT: Council may wish to confirm the Mayor's appointment of Jim Johnston to serve as a member of the Pocatello Development Authority, replacing Chad Carr who resigned. Mr. Johnston's term will begin January 8, 2021 and will expire May 1, 2024.

(f) SISTER CITIES COMMITTEE APPOINTMENT: Council may wish to confirm the Mayor's appointment of Deanna Ketner to serve as a member of the Sister Cities Committee, replacing Johnny Ketner whose term expired. Deanna's term will begin January 8, 2021 and will expire January 8, 2025.

(g) SISTER CITIES COMMITTEE REAPPOINTMENT: Council may wish to confirm the Mayor's reappointment of Kellie Maughan to continue serving on the Sister Cities Committee. Kellie's term will begin January 6, 2021 and will expire January 6, 2025.

(h) 2020 ANNUAL ROAD AND STREET FINANCIAL REPORT: Council may wish to approve the 2020 Road and Street Financial Report. The report accounts for the City's use of state highway user dollars during the past fiscal year to the Idaho State Controller as required by law.

(i) COUNCIL DECISION – WESTERN SKIES DIVISION 1: Council may wish to adopt its decision approving the final plat for Western Skies Division 1 to subdivide approximately 8.74 acres into 21 residential lots. The proposed subdivision is located east of Dolostone Drive and north of Eastpointe Drive.

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. PUBLIC HEARING – PLANNED UNIT DEVELOPMENT – RIDGES AT TRAIL CREEK TOWNHOUSES**

This time has been set aside for the Council to hear comments from the public regarding a request by Brian Ball of McCormick Ranch, LLC, represented by Rocky Mountain Engineering and Surveying (mailing address: 600 East Oak Street, Pocatello, ID 83201) for a Planned Unit Development (PUD) to develop approximately 15.23 acres into 164 residential townhomes. The proposed PUD is located west of North Foothill Boulevard and north of North Gathe Road extension. **(ACTION ITEM)** (Quasi-Judicial Public Hearing)

The Planning and Zoning Commission recommended approval of the proposed changes following a public hearing on December 9, 2020.

Documents:

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

## 7. PUBLIC HEARING – ZONING ORDINANCE AMENDMENTS

This time has been set aside for the Council to hear comments from the public regarding revisions to Pocatello Municipal Code Title 17, Zoning Ordinance. These revisions were presented to the Council at the November 12, 2020 Work Session and are to clarify and/or update sections of the ordinance. **(ACTION ITEM)** (Legislative Public Hearing)

The Planning and Zoning Commission recommended approval of the proposed changes following a public hearing on December 9, 2020.

Documents:

[AGENDA-ITEM-7.PDF](#)

## 8. PUBLIC HEARING – PROGRAM YEAR 2020 CDBG ACTION PLAN AMENDMENT

This time has been set aside for the Council to receive public comments regarding a proposed amendment within the Program Year 2020 Community Development Block Grant (CDBG) Annual Action Plans. The amendment was reviewed and recommended for approval by the CDBG Advisory Committee at their meeting on November 10, 2020. **(ACTION ITEM)** (Legislative Public Hearing)

A 30-day comment period began December 6, 2020 and concludes January 7, 2021. Following the public hearing, the Council may wish to approve the amendment and authorize submission, including any public comments, to the Department of Housing and Urban Development (HUD).

Documents:

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

## 9. PUBLIC HEARING – PROPOSED CDBG PROGRAM YEAR 2021 ANNUAL ACTION PLAN

This time has been set aside for the Council to receive public comment on the proposed Community Development Block Grant (CDBG) Program Year 2021 Action Plan. The CDBG Advisory Committee recently completed its annual grant application process, concluding with a recommendation of approval at their meeting on November 10 and November 12, 2020. **(ACTION ITEM)** (Legislative Public Hearing)

A 30-day comment period began December 6, 2020 and concludes January 7, 2021. Following the public hearing, Council may wish to endorse or modify the Advisory Committee's recommendations and authorize submission, including any public comments, of the Program Year 2021 Action Plan to the Department of Housing and Urban Development (HUD). The Council may also wish to authorize the Mayor's signature on all requisite contract documents, subject to Legal Department review, with

HUD and any sub-recipients or subcontractors.

Documents:

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

## **10. REQUEST FOR PUBLIC HEARING – THE RIDGES AT TRAIL CREEK FINAL PLAT**

Linda Popelka and Ralph Heckard (mailing address: 238 Oakwood Drive, Pocatello, ID 83204), have submitted written requests to hold a public hearing prior to the final action by City Council regarding the final plat for The Ridges at Trail Creek Subdivision. **(ACTION ITEM)**

Documents:

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

## **11. FINAL PLAT – CRESTVIEW ESTATES DIVISION 3**

Council may wish to consider a request from Satterfield Realty and Development, Inc., represented by Rocky Mountain Engineering and Surveying, (mailing address: 600 East Oak Street, Pocatello, ID 83201), for a final plat application to subdivide approximately 13.48 acres into 23 residential lots. The proposed subdivision is located south of Monson Street and northeast of Mariah Way. Staff finds the proposal compliant with all applicable standards with conditions. **(ACTION ITEM)**

Documents:

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

## **12. MOU – SAGEBRUSH STEPPE LAND TRUST**

Council may wish to approve a Memorandum of Understanding (MOU) with Sagebrush Steppe Land Trust, for services to develop a strategic plan for land and funding acquisition with willing landowners for implementation of the City's Open Space and River Vision goals, subject to Legal Department review. Funding in the amount of \$50,000.00 for execution of the agreement is available within the Fiscal Year 2021 General Fund budget. **(ACTION ITEM)**

Documents:

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

## **13. PIGGY-BACK BID – SANITATION DEPARTMENT**

Council may wish to consider a piggy-back bid on a 2014 City of Pocatello sealed competitive bid for refuse carts with Rehrig Pacific Company. The Sanitation Department will purchase carts by the truckload throughout the

year as needed. This expenditure has been approved in the Sanitation Department Fiscal Year 2021 budget. If approved, Council may wish to authorize the Mayor's signature on all applicable purchase documents. **(ACTION ITEM)**

Documents:

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

#### **14. GRANT REQUEST – IDPR RECREATION TRAILS PROGRAM GRANT APPLICATIONS – PARKS AND RECREATION**

The Trails Working Group and Portneuf Greenway Foundation request the City Council's support for submission of two (2) grant applications under the IDPR Recreational Trails Program, and if awarded, authorize acceptance of the grants and authorize the Mayor to sign, subject to Legal Department review, documents related to the grants, and upon completion, accept ownership of the trail and bridge. **(ACTION ITEM)**

a) BRENNAN TRAIL EXTENSION TO NORTH MAIN: An extension of the Brennan Trail from the end of the existing trail to the North Main Extension. Cost of the project is approximately \$40,000.00 with a required match of 25%, (\$10,000.00) which will be funded by the Portneuf Greenway Foundation.

b) PEDESTRIAN BRIDGE OVER PORTNEUF RIVER FROM MILLWARD MILE TRAIL TO SACAJAWEA PARK: Construction of a pedestrian bridge over the Portneuf River connecting a new trail with the Millward Mile Trail to Sacajawea Park. Cost of the project is approximately \$200,000.00 with a required match of 25%, (\$50,000.00) which will be funded by the Portneuf Greenway Foundation.

The City of Pocatello would have full ownership of the trail and pedestrian bridge upon completion.

Documents:

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

#### **15. SICK LEAVE POLICY EXTENSION REQUEST – HUMAN RESOURCES**

Council may wish to consider a request to extend the COVID-19 Sick Leave Policy through March 31, 2021. The Federal Emergency Sick Leave ended on December 31, 2020. **(ACTION ITEM)**

Documents:

[AGENDA-ITEM-15.PDF](#)

## **16. COUNCIL DISCUSSION REGARDING ORDINANCE NO. 3061 – FACE COVERINGS**

This time has been set aside for Council to revisit Ordinance No. 3061, an ordinance establishing standards for face coverings for individuals when they are in public places, as approved by the Council November 19, 2020, effective November 21, 2020. **(ACTION ITEM)**

## **17. STATE OF THE CITY**

This time has been set aside for the Annual State of the City report.

## **18. ITEMS FROM THE AUDIENCE**

This time has been set aside to hear items from the audience not listed on the agenda. Items which appeared somewhere else on the agenda will not be heard 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 may 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.)

## **19. ADJOURN**

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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.