

# CITY OF POCATELLO REGULAR CITY COUNCIL MEETING

May 17, 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.

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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 "DISCUSSION ITEMS." 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 offered by a representative from The Church of Jesus Christ of Latter-day Saints.

### **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 April 6, 2018 Budget Development meeting, the April 19, 2018 Clarification meeting and Regular Council meeting.

(b) TREASURER'S REPORT: Council may wish to consider the Treasurer's Report for April showing cash and investments as of April 30, 2018.

(c) ANIMAL SHELTER ADVISORY BOARD REAPPOINTMENT: Council may wish to confirm the reappointment of Brandie Jacobia to continue her service as a member of the Animal Shelter Advisory Board. Ms. Jacobia's term will begin June 6, 2018 and will expire June 6, 2020.

(d) COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ADVISORY COMMITTEE APPOINTMENT: Council may wish to confirm the Mayor's appointment of Nannette Siemen to serve as a member of the CDBG Advisory Committee, replacing Alessandra Toscanelli who resigned. Ms. Siemen's term will begin May 18, 2018 and will expire January 1, 2021.

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. CONFIRM APPOINTMENT OF PUBLIC TRANSIT DIRECTOR/ADA COORDINATOR—BEEBE**

Council may wish to confirm the Mayor's appointment of Skyler Beebe as the Public Transit Director/ADA Coordinator. Mr. Beebe will start his position on May 18, 2018.

### **7. PUBLIC HEARING—VERIZON WIRELESS REQUEST FOR CONDITIONAL USE PERMIT**

This time has been set aside for the Council to hear comments from the public regarding a request from Verizon Wireless, represented by Todd

Daoust of Digital Skylines, Inc. (mailing address: 11340 North 105th Place, Scottsdale, AZ 85239) to install a 50-foot monopole for wireless communications at the end of East Elm Street at Interstate 15 on City-owned property next to the existing water tank.

Documents:

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

## **8. SHORT PLAT—HAWTHORNE MEADOWS SUBDIVISION**

Dave Packer (mailing address: 150 North Main Street, Pocatello, ID 83204), represented by Rocky Mountain Engineering and Surveying (mailing address: 600 East Oak Street, Pocatello, ID 83201) has submitted a short plat to subdivide 3.20 acres (more or less) into 2 residential lots. The subdivision is located south of Quinn Road and east of Hawthorne Road and is to be known as Hawthorne Meadows.

Staff finds the application meets the standards of Pocatello Municipal Code Title 16 providing recommended conditions are met.

Documents:

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

## **9. ZOO IDAHO ZOOLOGICAL SOCIETY ROAR AND POUR WINE EVENT—FUNDRAISER**

Council may wish to consider approving the following requests from the Zoo Idaho Zoological Society (ZIZS), represented by Jennifer Erchul (mailing address: 3101 Avenue of the Chiefs, Pocatello, ID 83204) in regards to their annual Roar and Pour Wine Walk Event to be held on June 16, 2018 at Zoo Idaho:

- a) ZIZS seeks permission to allow individuals to remain in the zoo until 10:00 p.m.; City Ordinance 12.36.20 states that City parks close one hour after sunset; and
- b) An exception to City Ordinance 12.36.050, to allow wine to be served by licensed vendors at the event. If the exception is granted, ZIZS will obtain all necessary permits related to the event, vendors are donating the wine to be served at the Wine Walk; and
- c) ZIZS seeks continued approval for annual events and associated exceptions to City Ordinances 12.36.020 and 12.36.050 in future years, subject to the Parks and Recreation Director's review, and barring any significant change or changes to events.

## **10. EXTENSION REQUEST—BANNOCK COUNTY WELLNESS COMPLEX**

Council may wish to consider a request from Bannock County

Commissioners to extend the due date requiring water connection to the Wellness Complex well. The County is in the process of working with Idaho Department of Water Resources regarding the well. The water will be used to irrigate the Event Center Soccer Fields.

Documents:

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

## **11. AIRPORT PROFESSIONAL SERVICES AGREEMENT—T-O ENGINEERS**

Council may wish to approve and authorize the Mayor to sign a Professional Services Agreement between the City and T-O Engineers for work on this year's 2018 Airport Improvement Project (AIP) for the following projects: a) taxi lane rehabilitation; b) wildlife hazard assessment and plan; c) replacement of ARFF crash alarm system; and d) procurement of a snow removal plow truck.

T-O will perform bid processing, grant application and closeout, and some design as well as project and construction management for the above referenced projects. The fee is not to exceed \$276,695.35 and is eligible for 93.75% reimbursement from the FAA with the remaining 6.25% funded using airport passenger facility charge funds. The project is contingent upon grant award.

Documents:

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

## **12. PERSONAL SERVICES CONTRACT—EMERGENCY SERVICES CONSULTING INTERNATIONAL**

Council may wish to approve a Personal Services Contract with Emergency Services Consulting International (ESCI) to create a Long Range Master Plan for the Fire Department as presented at the March 8, 2018 Study Session. The total project cost is \$51,465.00 and will be shared between the City of Pocatello - \$33,644.00 and Bannock County Ambulance - \$17,822.00.

Fire Department is asking permission to use capital contingency funds for the project.

Documents:

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

## **13. MOMENTUM RECYCLING CONTRACT—GLASS RECYCLING**

Council may wish to consider approval of a glass recycling contract

between the City of Pocatello and Momentum Recycling as presented at the April 12, 2018 Study Session, subject to Legal Department review.

## 14. 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.)**

## 15. ADJOURN

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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 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.