

CITY OF POCA TELLO REGULAR CITY COUNCIL MEETING

June 7, 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 Skyler Beebe at sbeebe@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

The invocation will be offered by Merrienne Forrest, HS Jeshua Ministries.

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) MINUTES: Council may wish to waive the oral reading of the minutes and approve the minutes from the April 12, 2018 Study Session; Budget Development meeting, Clarification meeting and Regular City Council meetings of May 3, 2018; Fire Union Quarterly Update of May 3, 2018; Study Session and Budget Development meetings of May 10, 2018; the Budget Development meeting and Police Union Quarterly Update of May 17, 2018; and the Clarification and Regular City Council meetings of May 17, 2018.

(b) PAYROLL AND MATERIAL CLAIMS: Council may wish to consider payroll and material claims for the month of May 2018.

(c) LIBRARY BOARD REAPPOINTMENT: Council may wish to confirm the reappointment of Kathryn Way to continue her service as a member of the Library Board. Ms. Way's term will begin July 1, 2018 and will expire July 1, 2023.

(d) POCATELLO ARTS COUNCIL APPOINTMENT: Council may wish to confirm the Mayor's appointment of Sherri Dienstfrey-Swanson to serve as a member of the Pocatello Arts Council, replacing Diana Livingston Friedley who resigned. Dr. Dienstfrey-Swanson's term will begin June 8, 2018 and will expire June 18, 2021.

(e) SURPLUS DECLARATION OF 1998 GMC TRUCK—PARKS: Council may wish to accept the recommendation of staff and declare an inoperable 1998 GMC pickup truck as surplus, and approve the sale to Pacific Recycling. The truck was slated for auction after the 2018 maintenance season but was involved in an accident, and repair costs would exceed the value of the vehicle. The truck has no auction value and is not usable in any other department.

(f) COUNCIL DECISION—CONDITIONAL USE PERMIT FOR DIGITAL SKYLINES, INC.: Council may wish to adopt its decision approving a conditional use permit for Digital Skylines, Inc. on behalf of Verizon Wireless for installation of a 50 foot monopole cellular tower and supporting equipment. Said tower will be located adjacent to Interstate 15 and the East Clark off-ramp.

(g) COUNCIL DECISION—HAWTHORNE MEADOWS SUBDIVISION SHORT PLAT: Council may wish to adopt its decision approving the Short Plat for Hawthorne Meadows Subdivision, which subdivides approximately 3.20 acres of land into two (2) residential lots, subject to conditions. The property is located south of Quinn Road and east of Hawthorne Road.

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—PROPOSED FISCAL YEAR 2018 BUDGET AMENDMENTS

This time has been set aside for the Council to receive comments from the public on proposed amendments to the Fiscal Year 2018 budget. (An ordinance has been prepared for Council's consideration under Agenda Item No. 14) **(ACTION ITEM)**

Documents:

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

7. PUBLIC HEARING—CDBG PROGRAM YEAR 2017 ANNUAL REPORT

As required by the U.S. Department of Housing and Urban Development (HUD), this time has been set aside for the Council to consider any comments from the public concerning the Program Year 2017 Community Development Block Grant (CDBG) Consolidated Annual Performance and Evaluation Report (CAPER). The report has been available for public review from May 23 to June 7, 2018, after review and recommendation of approval by the CDBG Advisory Committee.

Following the public hearing, Council may wish to approve the report and authorize its submittal, including a summary of any public input, to HUD on or before June 29, 2018. **(ACTION ITEM)**

Documents:

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

8. PUBLIC HEARING—PROGRAM YEAR 2017 CDBG ACTION PLAN AMENDMENTS

This time has been set aside for the Council to accept comments regarding proposed amendments within the Program Year 2017 and 2018 Community Development Block Grant (CDBG) Annual Action Plans. The amendments were reviewed and recommended for approval by the CDBG Advisory Committee at their meeting on April 17, 2018. A 30-day written comment period began May 8, 2018 and concludes June 7, 2018.

Following the public hearing, Council may wish to approve the amendments and authorize their submission, including any public comments, to the Department of Housing and Urban Development (HUD). **(ACTION ITEM)**

Documents:

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

9. RIVERSIDE GOLF COURSE IRRIGATION SYSTEM IMPROVEMENTS

Council may wish to consider approval of Water Department and Engineering staff recommendations to make necessary water delivery improvements for the 12 inch Lundberg Lane connection, reprogram irrigation controllers, and purchase and install a 250-gallon surge tank, as identified within the amended Riverside Golf Course Evaluation provided by Bowen and Collins and presented by city staff at the May 10, 2018 Study Session. **(ACTION ITEM)**

Documents:

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

10. OCCUSCREEN AGREEMENT—TRANSIT

Council may wish to consider an agreement with Occuscreen to provide national background checks for Pocatello Transit drivers that provide Medicaid transportation. Transit staff estimates there will be an initial cost of approximately \$480.00 for the service. **(ACTION ITEM)**

Documents:

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

11. CGA ACADEMY SC USE AGREEMENT—PARKS

Council may wish to approve a Use Agreement with CGA Academy SC to allow their use of the Indian Hills Soccer Fields on Tuesdays, Thursdays and Saturdays from April 9 through June 14, 2018, and Monday through Friday, July 9 through July 12, 2018 for youth soccer games, practices and clinics, subject to Legal Department review.

CGA Academy SC will be responsible for any damages incurred by their use, pay applicable fees, and provide liability insurance, naming the City as an additional insured. **(ACTION ITEM)**

Documents:

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

12. ENERGY AUDIT GRANT APPLICATION—IDAHO POWER

Council may wish to consider the following requests regarding an Idaho Power Energy Audit Grant:

(a) Application for an energy audit grant in an amount up to \$12,500.00; and if awarded

(b) Authorize the Mayor to sign the Program Audit Application form outlining the program.

This grant money will be used to cover the energy audit process to determine potential energy savings and implementation costs to save the City money. If the grant is awarded, the City would go through an RFQ process to select an audit company. After the audit has been completed, staff will submit for 100% reimbursement from Idaho Power. **(ACTION ITEM)**

Documents:

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

13. GRANT APPLICATION—AIRPORT PROJECTS

Council may wish to approve a grant application and allow the Mayor to sign the grant offer and any other pertinent documents, if awarded, for a grant from the Federal Aviation Administration under the Airport Improvement Program in the amount of \$1,312,500.00 for the purpose of rehabbing taxi lanes, purchase of a snow plow/blower, replacement of the crash rescue alarm system, and performance of a wildlife hazard assessment and rewrite of the Airport's wildlife plan.

The grant will require a local match of 6.25% of the total project cost to be funded using airport passenger facility charge (PFC) funds. **(ACTION ITEM)**

Documents:

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

14. ORDINANCES

An ordinance approving an amendment to the Fiscal Year 2018 Appropriations Ordinance increasing the total Fiscal Year expenditures by \$2,165,192.00 to account for additional revenues, including grant funds, received by the City and to use previously unappropriated cash balances for unanticipated expenses incurred by the City. (This ordinance is hereby prepared for reading under the rules of suspension. **Whole ordinance will need to be published.**)

Documents:

15. 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.)**

16. ADJOURN

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.

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.