

CITY OF POCATELLO REGULAR CITY COUNCIL MEETING

July 19, 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 Pastor Jonathan Dinger, Grace Lutheran Church.

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 19, 2018 Budget Development meeting; Executive Sessions of June 7, 2018 and July 5, 2018; and the June 28, 2018 Special City Council meeting.

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

(c) GOLF ADVISORY COMMITTEE APPOINTMENT: Council may wish to confirm the Mayor's appointment of Danielle Mabey to serve as a member of the Golf Advisory Committee. Ms. Mabey's term will begin July 20, 2018 and will expire October 5, 2021.

(d) HISTORIC PRESERVATION COMMISSION REAPPOINTMENT: Council may wish to confirm the Mayor's reappointment of Latecia Herzog to continue her service as a member of the Historic Preservation Commission. Ms. Herzog's term will begin August 3, 2018 and will expire August 3, 2021.

(e) ADOPTION OF REVISIONS TO THE CITY EMPLOYEE EDUCATIONAL BENEFITS POLICY: Council may wish to adopt revisions to the City's Employee Educational Benefits policy as presented at the April 6, 2018 Budget Development meeting.

(f) COUNCIL DECISION—DENIAL OF APPEAL FOR SIGN EXCEPTION REQUEST BY AIRGAS USA, LLC: Council may wish to adopt its decision affirming the Hearing Examiner's denial of AirGas USA, LLC's request for an exception to install two electronic message displays at 533 East Clark.

(g) COUNCIL DECISION—L & B SUBDIVISION SHORT PLAT: Council may wish to adopt its decision approving the Short Plat for L & B Subdivision, which subdivides approximately .88 acres of land into two (2) townhome lots, subject to conditions. The property is located at the end of Corsini Court.

(h) COUNCIL DECISION—GREENFIELD MEADOWS DIVISION 5 FINAL PLAT: Council may wish to adopt its decision approving the Final Plat for Greenfield Meadows Division 5, which subdivides approximately 17.23 acres of land into forty-two (42) residential lots, subject to conditions. The property is located at the future extension of Owyhee Street and Trevor Street.

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. APPOINTMENT OF AIRPORT MANAGER—WEST

Council may wish to confirm the Mayor's appointment of Benjamin West to the position of Airport Manager for the Pocatello Regional Airport. Mr. West's appointment will be effective July 30, 2018. **(ACTION ITEM)**

7. EXPANSION OF THE AREA OF CITY IMPACT REQUEST

Council may wish to authorize City Planning staff to negotiate with Bannock County officials to expand the Area of City Impact to include the area north and east of the existing city corporate boundary, per Idaho Code 67-6526(3)(e). The area is already within the City's Urban Service Boundary and is designated as "Mixed Use" on the Comprehensive Plan Map. **(ACTION ITEM)**

Documents:

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

8. TIVITY HEALTH SERVICES, LLC AGREEMENT— COMMUNITY RECREATION CENTER

Council may wish to accept the recommendation of Community Recreation Center (CRC) staff to enter into an agreement partnering with Tivity Health Services, LLC. Tivity Health Services oversees the Silver Sneakers for Seniors Program for those 65 years and older and the Prime Program for members 18-64 years.

The CRC facility recently met the requirements necessary to offer these special programs to its members. Compensation will be based on Program Member visits with a maximum cap payment per Program Member per month. **(ACTION ITEM)**

Documents:

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

9. SOLE SOURCE EXPENDITURE AND DECLARATION— PROJECT DOX EPLAN SOFTWARE SOLUTION

Council may wish to accept the recommendation of Information Technology and Building Department staff to declare the purchase of Project Dox ePlan software solution from Avolve to be a valid sole source expenditure in the amount of \$225,000.00. Council may also wish to authorize the Mayor to sign documents related to the purchase, subject to Legal Department review. **(ACTION ITEM)**

Documents:

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

10. PIGGYBACK PURCHASE AND AGREEMENT—FLEET MANAGEMENT SOFTWARE

Council may wish to accept the recommendation of Street Operations staff for the following requests related to the City's Fleet Management Program.

(a) Award the bid from AssetWorks, LLC which piggy-backs on a bid from National Joint Powers Alliance/Sourcwell contract #02217-AWI in the amount of \$100,256.00, and if the bid is awarded;

b) Authorize the Mayor to sign and execute an agreement with AssetWorks, LLC in the amount of \$100,256.00, subject to Legal Department review.

Funds for the Fleet Management Program are available in the Street Operations Department's Fiscal Year 2018 budget. **(ACTION ITEM)**

Documents:

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

11. ORDINANCE

An ordinance amending the current Chapter 5.28 "Childcare" to comply with current Idaho State Codes and Idaho Administrative Procedures Act (IDAPA). This ordinance is prepared for reading under the rules of suspension. **(ACTION ITEM)**

Documents:

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

12. 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.)**

13. 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.