

# AGENDA

## CITY OF POCA TELLO REGULAR CITY COUNCIL MEETING

September 17, 2020 • 6:00 PM  
Council Chambers | 911 North 7th Avenue

*In-person attendance is allowed, but strict social distancing measures are in place. Attendance is limited and 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 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) **TREASURER'S REPORT:** Council may wish to consider the Treasurer's Report for August showing cash and investments as of August 31, 2020.

(b) **ANIMAL SHELTER ADVISORY BOARD REAPPOINTMENT:** Council may wish to confirm the Mayor's reappointment of Roseanne Viguera as to continue her service as a member of the Animal Shelter Advisory Committee. Ms. Viguera's term will begin September 22, 2020 and will expire September 22, 2022.

(c) **COUNCIL DECISION – ANNEXING APPROXIMATELY 7.56 ACRES OF LAND LOCATED AT THE EAST END OF VISTA DRIVE:** Council may wish to adopt its decision to approve the annexation of a parcel of land comprised of approximately 7.56 acres owned by B Street Investments, LLC. The parcel is located at the east end of Vista Drive and will be zoned Residential Medium Density Single-Family (RMS) with a Comprehensive Plan designation of "Residential".

(d) **COUNCIL DECISION – APPROVAL OF ZONING DESIGNATION AMENDMENT AND AMENDMENT TO THE COMPREHENSIVE PLAN LAND USE MAP FOR 34.33 ACRES OF LAND LOCATED WEST OF OLYMPUS DRIVE:** Council may wish to adopt its decision to approve the request by H7 Ventures, LLC to amend the zoning designation of approximately 34.33 acres of land located within the Northgate development area, north of The Crossings Division 2 Subdivision and west of Olympus from Commercial General (CG) to Residential Commercial Professional (RCP) and to amend the Comprehensive Plan Land Use Plan from "Commercial" to "Mixed Use".

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 2020 BUDGET AMENDMENTS**

This time has been set aside for the Council to hear comments from the public regarding proposed Fiscal Year 2020 Budget amendments. An Ordinance has been prepared for Council's consideration under Agenda Item No. 12. **(ACTION ITEM)** (Legislative Public Hearing)

Documents:

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

#### **7. PUBLIC HEARING – ZONING MAP AMENDMENT REQUEST – 200 BLOCK OF NORTH 6TH AVENUE**

This time has been set aside for the Council to hear comments from the public regarding a request by Brandon Ratliff of Land Quest Development, LLC, (mailing address: 4902 Burley Drive #9, Chubbuck, ID 83202), represented by Rocky Mountain Engineering and Surveying, (mailing address: 600 East Oak Street, Pocatello, ID 83201), to rezone property on the 200 block of North 6th Avenue, located on Lots 1 and 2, Block 269 of the Original Townsite Overlay, from Commercial General (CG) to Residential Commercial Professional (RCP). **(ACTION ITEM)** (Quasi-Judicial Public Hearing)

Documents:

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

#### **8. AIRPORT ORIGAMI ART DISPLAY BISTLINE FOUNDATION GRANT/AGREEMENT NO. 2**

Council may wish to approve and authorize the Mayor to sign a grant application and agreement (if awarded), as well as any other pertinent documents, for a grant application to the Bistline Foundation in the amount of \$20,000.00 towards funding the origami art display inside the airport terminal, subject to Legal Department review. The grant does not require matching funds. **(ACTION ITEM)**

Documents:

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

## **9. QUALIFICATION BASED SELECTION OF ARCHITECTURAL SERVICES – BOOTH ARCHITECTURE**

Council may wish to accept the recommendations of staff and award the procurement of Architectural Services to Booth Architecture, PLLC in the amount of \$39,700.00 for the design of a new fuel site, car wash infrastructure and parking lot reconfiguration at 2405 Garrett Way, subject to Legal Department review. The fuel site construction project was approved by City Council on June 18, 2020. **(ACTION ITEM)**

Documents:

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

## **10. RATIFICATION OF IFFT FOUNDATION GRANT APPLICATION AND ACCEPTANCE – OLD TOWN GREENWAY IMPROVEMENTS**

Council may wish to approve the following requests related to improvements to the Portneuf Greenway in Old Town:

a) Ratify a \$10,000.00 Ifft Foundation Grant Application which had a due date for submission of August 15, 2020; and if the grant is awarded

b) Acceptance of the grant and authorize the Mayor's signature on documents related to the grant, subject to Legal Department review. **(ACTION ITEM)**

There is no City match requirement for the grant.

Documents:

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

## **11. CUSTODIAL CONTRACT WITH HAWKS JANITORIAL – PARKS AND RECREATION COMMUNITY RECREATION CENTER**

Council may wish to consider approving an ongoing cleaning contract with Hawks Janitorial in the amount of \$3,000.00 per month for janitorial services at the Community Recreation Center. Hawks Janitorial will replace the current cleaning company, New Day Products, Inc., beginning October 3, 2020 subject to Legal Department review. Funds are available in the Fiscal Year 2021 Budget. **(ACTION ITEM)**

Documents:

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

## **12. ORDINANCES**

## 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.

ORDINANCE: 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. **(ACTION ITEM)**

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.

An ordinance ready for reading.

12. An ordinance approving an amendment to the Fiscal Year 2020 Appropriations Ordinance increasing the total Fiscal Year expenditures by \$2,006,941.00 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. **(Whole ordinance will need to be published.) (ACTION ITEM)**

Documents:

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

## 13. 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.)

## 14. 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.