

CITY OF POCA TELLO, IDAHO
CITY COUNCIL LIAISON
/WORK SESSION CLARIFICATION
JANUARY 16, 2020

AGENDA ITEM NO. 1: Mayor Blad called the City Council Liaison/Work Session Clarification
ROLL CALL meeting to order at 2:06 p.m. Council members present were Heidi Adamson, Roger Bray, Rick Cheatum, Claudia Ortega and Chris Stevens. Council member Linda Leeuwrik was excused. Also present were Melanie Gygli, Planning and Development Services Director; Jared Johnson, City Attorney and Konni Kendell, Deputy City Clerk.

AGENDA ITEM NO. 2: Discussion regarding City Council Town Hall meetings was held at this
CITY COUNCIL time.
TOWN HALL
MEETING DISCUSSION

Ms. Stevens stated she would like to hold interactive meetings with members of the community in order to better understand their needs, concerns and issues. She feels the meetings should be more of a conversation instead of meetings in a formal setting where individuals might not feel comfortable voicing their opinions.

Jared Johnson, City Attorney, gave an overview of the Idaho Open Meeting Law as it pertains to the City Council. He reminded the Council that all public meetings must meet specific requirements including an agenda, meeting notice, having minutes taken and having the meeting held in an ADA accessible location.

Council members discussed the possible formats for effective and enjoyable public “Town Hall” type meetings. It was decided that possible dates would be sent to the Council members in order to schedule the first community meeting of the year. Council members also suggested that future meetings be held in different locations throughout the community. They expressed their desire to hold structured meetings with a casual atmosphere in order to hear citizens’ concerns.

AGENDA ITEM NO. 3: Discussion to clarify agenda items presented at the January 9, 2020
WORK SESSION Work Session was held at this time.
CLARIFICATION
/DISCUSSION

Work Session Agenda Item No. 2 – United Way update was reviewed.

Work Session Agenda Item No. 3 – Regional Economic Development of Eastern Idaho (REDI) update was reviewed.

Council members discussed the City’s membership with REDI. REDI has had three Executive Directors since the City began their support of REDI in November 2017. Council members discussed their desire to receive the funding information from REDI in a timely manner.

Mr. Bray stated that he feels that economic development companies, such as REDI, should be willing and able to share budget information with investors in order to receive continued support.

Council members discussed the difficulty in gauging economic development success. Jobs brought to the area, business retention, job fairs and educational outreach are some of the services provided by

economic development companies. Council members look forward to receiving further information and updates from REDI representatives.

Work Session Agenda Item No. 4 – Zoo Idaho Entrance Building Update was reviewed.

Council members discussed the proposal for sponsorship of the Zoo Idaho Entrance Building as discussed at the January 9, 2020 Work Session. Additional possibilities for City building improvements were discussed.

Mr. Cheatum stated he feels the proposed agreement should include an inflation increase. He asked that the potential donors be asked if adding in an inflation increase could be considered.

Mr. Johnson stated that he will ask John Banks to approach the donors for the additional increase and that the decision will be up to Mr. Banks' discretion, as he has a good working relationship with them.

AGENDA ITEM NO. 5: Mayor Blad stated that the discussion regarding impact fees would be
CITY ACTIVITIES addressed at this time in order to hear from Melanie Gygli, Planning and
UPDATE-MAYOR: Development Director.

Ms. Gygli gave an overview of the purposes of impact fees and the types of projects which the funds can be used for. She stated that according to Idaho code, impact fees can only be applied during development of an area, usually during the building permit process. Ms. Gygli explained that the fees must be used within 8 years and must be used for new facilities or services and not to increase the level of current service.

Council discussed the potential costs related to impact fees including public education, additional staff time and consultant fees.

Mayor Blad stated that Raftelis is the qualified consultant who has indicated interest in pursuing a study. Other consultants have been unresponsive.

Ms. Gygli stated that it has been estimated that the city's growth is approximately two percent. Using that measure of growth, the Council was asked if they were interested in pursuing the issue further at this time.

Council discussed the options and comparisons with other cities in Idaho which have pursued impact fees during development. Council also discussed the possibilities of issuing business licenses in Pocatello and the different levels of licensing which could be activated.

Mr. Johnson reminded the Council that business license fees may only be assessed to cover the administrative costs of issuing the licenses. He added that there are state guidelines regarding gathering information about a business for the business license issuance.

Ms. Adamson stated she feels initiation of business licenses would serve as an information database.

Mrs. Ortega stated she would like to know what the overall cost would be including administration and if a business license requirement would be beneficial for the City and the residents.

Ms. Gygli gave an overview of the potential costs according to the licensure regulation options. She stated that initializing a business registration to serve as a database of information would be less costly than a more extensive program.

Ms. Adamson stated she feels that the City's current policy is working and she feels the addition of a business licensing policy and program is not necessary.

Ms. Gygli stated that staff has been investigating the options for several months and asked Council if they would like staff to continue the task.

Council concluded that the introduction of business licenses would not be the most beneficial use of staff time and resources.

Mayor Blad added that the Fire Department and Water Pollution Control Department will continue to collect information from businesses, as allowed.

Mrs. Ortega was excused from the meeting at 4:47 p.m.

AGENDA ITEM NO. 4: Discussion to share City Activities was reviewed at this time.
CITY ACTIVITIES
UPDATE-COUNCIL

Council discussed the process of upcoming Budget meetings and proposed schedule of those meetings.

Mr. Bray expressed his support to proactively project anticipated revenue rather than waiting for figures to be reported by the County. He feels working with current averages is a beneficial course of action.

Mr. Bray stated he would like to see action on the Economic Development position. He also asked to pursue discussions regarding consolidated dispatch centers. Mr. Bray asked that the topic be addressed at a future Work Session.

Ms. Stevens asked that Council receive an update regarding the Chubbuck sewer contract and current enforceable limits.

Council discussed the appropriate avenues that may be used to place items on City Council agendas.

AGENDA ITEM NO. 6: Time constraints did not allow for City Council Liaison Reports.
CITY COUNCIL REPORTS
REGARDING CITY
BOARDS/COMMISSIONS:

AGENDA ITEM NO. 7: Mayor Blad adjourned the meeting at 5:18 p.m.
ADJOURN

APPROVED:

BRIAN C. BLAD, MAYOR

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ATTEST AND PREPARED BY:

KONNI R. KENDELL, DEPUTY CITY CLERK