

CITY OF POCA TELLO, IDAHO
CITY COUNCIL STUDY SESSION
CLARIFICATION WORKING LUNCH
FEBRUARY 15, 2018

1: ROLL CALL: Council President Jim Johnston called the City Council Study Session Clarification Working Lunch to order at 1:00 p.m. Council members present were Heidi Adamson, Roger Bray, Rick Cheatum and Linda Leeuwrik. Mayor Blad arrived at 1:03 p.m.

Also in attendance were Jared Johnson, City Attorney; John Banks, Parks and Recreation Director; Martin Peace, Cemetery Supervisor; and Konni Kendell, Deputy City Clerk.

2: CEMETERY UPDATE: John Banks and Martin Peace distributed information to Council members relating to current cemetery fees and regulations. They also provided comparison information with cemetery fees from ten cemetery facilities in various areas of Idaho and Utah.

It was the Council's consensus that it would be appropriate for Mr. Peace to submit fee increases for services at the City cemeteries during the budget process.

Mr. Banks and Mr. Peace were excused from the meeting at 1:33 p.m.

3: STUDY SESSION CLARIFICATION/DISCUSSION: Discussion was held to clarify agenda items presented at the February 8, 2018 Study Session.

Agenda Item No. 2 – African Sister Cities Subcommittee Update: Council members shared their concerns regarding a lack of participation within the Committee and the possibility of having the subcommittee disbanded and absorbed into the Japanese Sister Cities Committee. Ms. Adamson stated that only one meeting during the year had a quorum. Council members stressed the importance of having Committee members submit to the Council, a full accounting of funding and expenditures before additional funding would be considered.

Council member Bray was excused at 1:46 p.m.

Agenda Item No. 3 – Pocatello Development Authority (PDA) Update: Council discussed the PDA presentation and noted that at the February 15th Regular City Council meeting, Council is being asked to consider adopting a resolution determining that the Northgate area described in the Eligibility Report is such an area that may be appropriate for an urban renewal project and to direct the PDA to commence preparation of an Urban Renewal Plan for consideration by the PDA Board and the City Council.

Agenda Item No. 4 – Proposed Amendments to Pocatello Sign Ordinance Section 15.20 Update: Council members discussed a possible "field trip" to visit various locations with a sign contractor to get a better understanding of the measurements used to determine brightness on electronic billboards and on-premise signs. General discussion followed regarding the importance of passing an ordinance which allows the ability to enforce compliance.

Mr. Cheatum stated he feels the ordinance should allow for technological advances in the future.

Agenda Item No. 5 – WaterSmart Software Presentation: Ms. Adamson stated she would like to explore the options of other companies similar in nature to WaterSmart. General discussion followed regarding the pros and cons of using the software, including ease of use for customers; compatibility with the current system; and verification of customer information.

Agenda Item No. 6 – Proposed City Employee Education and Policy Administration Changes: Council members discussed the proposed changes presented. It was the Council consensus that the Human Resources Department should administer the education program.

3: CITY ACTIVITIES UPDATE-COUNCIL: Council announced there were no additional activities to report.

4: CITY ACTIVITIES UPDATE-MAYOR: Mayor Blad announced there were no additional activities to report.

Joyce Stroschein, Chief Financial Officer/Treasurer, joined the meeting at 3:20 p.m.

5: TRAINING BY FINANCE STAFF-PROPERTY TAX: Joyce Stroschein, Chief Financial Officer, distributed a packet of information pertaining to Property Tax regulations and City budget procedures to Council members. She gave an overview of property tax topics and reviewed information contained in the packet.

Jim Johnston was excused at 3:52 p.m.

Ms. Leeuwrik was excused at 4:04 p.m. As a quorum was no longer present, Mayor Blad adjourned the working lunch at 4:04 p.m.

APPROVED:

BRIAN C. BLAD, MAYOR

ATTEST:

RUTH E. WHITWORTH, CMC, CITY CLERK

PREPARED BY:

KONNI R. KENDELL, DEPUTY CITY CLERK