

CITY OF POCA TELLO, IDAHO
CITY COUNCIL WORK SESSION
MARCH 14, 2019

AGENDA ITEM NO. 1: Mayor Brian Blad called the City Council Work Session to order
ROLL CALL at 9:02 a.m. Council members present were Heidi Adamson, Roger Bray, Rick Cheatum, Jim Johnston, Linda Leeuwrik and Beena Mannan.

AGENDA ITEM NO. 2: Corey Lewis, Chair Person; Laura Thomas, Idaho Stars; and
CHILD CARE ADVISORY Jene` Purman, Staff Liaison; representing the Child Care
COMMITTEE UPDATE Advisory Committee, were present to discuss the Committee's goals and projects, as well as Council's policies and expectations.

Ms. Purman gave an overview of the Committee's activities during 2018. Requirements to be a licensed child care provider were reviewed.

Ms. Thomas gave an overview of Idaho Star programs. She noted they provide child development training from infant care through children ready for school. The training gives child care providers the tools to give quality child care. Site visits requested by child care facilities were reviewed. Parents call them to get referrals and this includes children with special needs.

Ms. Lewis gave an update on the activities and quarterly trainings provided through the Committee for child care staff. She mentioned that April 8 through 12 is Young Child Development Week and Mayor Blad has been invited to read a proclamation. Ms. Lewis thanked the Council for their support.

In response to questions from Council, Ms. Purman confirmed Pocatello's child care requirements are still more stringent than other cities in Idaho. She feels the variety of things Pocatello requires are good for the children that are in child care facilities.

Ms. Mannan mentioned she is Council Liaison for the Child Care Advisory Committee and feels it is very important that child care providers be licensed so they can provide quality care for children.

AGENDA ITEM NO. 3: Michele Poletti, Chair Person; Kristy Heinz, Committee
POCA TELLO REGIONAL Secretary; and Alan Evans, Maintenance Supervisor; representing
AIRPORT COMMISSION the Pocatello Regional Airport Commission were present to discuss the Commission's goals and projects, as well as Council's policies and expectations.

Ms. Poletti thanked Council member Cheatum for attending the Commission's monthly meetings. She also expressed her appreciation for Airport staff. Ms. Poletti reviewed the Commission's updates and concerns for 2018.

1. STATS
 - a. Another record breaking year for passenger boarding
 - b. Over 90,000 total passengers which is an almost 16% over 2017
2. ANNUAL FAA INSPECTION
 - a. Satisfactorily completed February 27 through March 1, 2019
 - b. A few minor corrections that staff is working on

3. LAND DEVELOPMENT

- a. Trying to determine appropriate rental rates for airport property
- b. The airport property market is different from other markets so it's difficult to compare to other rental rates
- c. There are several lease areas available. As a result, incentive rates are being given to potential developments making it difficult to justify charging current tenants a higher rate

4. AIR SERVICE

- a. Successful meeting with SkyWest on March 8, 2019
- b. SkyWest plans to keep the 3rd Saturday flight all year; small increase in capacity than 4th flight so hopefully load factor will hold
- c. The Committee hope to perform a passenger demand study this year and develop a proposal based on the results. Sky West is interested in the results and what it shows for eastbound traffic.

In response to questions from Council, Ms. Heinz estimates it will be at least six months before the study will be completed.

Council thanked Airport staff and the Committee for their hard work.

AGENDA ITEM NO. 4: Mayor Marc Beitia, City of American Falls; and Future Farmers of America (FFA) student representatives presented information regarding the construction of a proposed trail from Seagull Bay to Massacre Rocks State Park. Mr. Beitia is seeking Council support regarding the proposed trail.

Mayor Beitia gave a brief overview of the project and noted that FFA members had prepared a presentation to explain their position regarding the trail project.

FFA Students gave a short demonstration/presentation regarding the proposed trail. Their presentation included pros and cons if the trail system was created and whether the proposed trail idea would bring people together or tear them apart. The presentation included: a) proposed trail would serve the Willow Bay recreation area and Massacre Rock State Park; b) who will be responsible for trespassing and vandalism since the proposed trail is 25 miles long; c) economic development opportunities; d) location would be near high cliffs and fast moving water. Most areas along the trails will be secluded; e) listed a variety of potential activities and landscapes; f) private land owners are worried about liability, problems with trespassing, property values, etc.; and g) more opportunities for access to resources along the Snake River and American Falls Reservoir.

General discussion regarding the proposed trail followed. Including funding and permission from private property owners to create the trail. Power County Commissioners appear to be in favor of the trail at this time.

Mr. Johnston shared information regarding the Portneuf Greenway Foundation and how they work with the City to create trails within Pocatello city limits. He noted that citizen involvement has been keen to the success of Pocatello's trails.

Mayor Blad added Pocatello's trails are maintained by Parks and Recreation staff. Citizens are also very involved in the maintenance of the trails. Mayor Blad feels that the trails are safe for users because citizens that use the trails are the ones who monitor activity and help keep them safe.

Mayor Beitia gave an overview of the trail proposal. He mentioned that he has actually hiked the entire length of the proposed trail multiple times.

A motion was made by Mr. Johnston, seconded by Mr. Cheatum, to support the concept to construct a proposed trail from Seagull Bay to Massacre Rocks State Park. Upon roll call, those voting in favor were Johnston, Cheatum, Adamson, Bray, Leeuwrik and Mannan.

Mayor Blad was excused from the meeting at 9:56 a.m. at which time he turned the Chair of the meeting over to Council President Jim Johnston.

AGENDA ITEM NO. 5: John Regetz, Bannock Development Corporation (BDC) BANNOCK DEVELOPMENT Executive Director, was present to give Council an update of CORPORATION UPDATE BDC's activities and achievements.

Mayor Blad returned to the meeting at 10:01 a.m. at which time Council President Johnston turned the chair of the meeting back to Mayor Blad.

Mr. Regetz gave a brief overview of the estimated number of persons employed in southeast Idaho and approximately 270,000 college students between south Jordan, Utah to Rexburg, Idaho and to Twin Falls, Idaho. Other updates were:

Housing Study Team –Analyze strategic housing data; Identify shortfalls in housing development; Participate in regional housing forum; and Stimulate lagging sectors in Bannock County housing market. Anticipated housing needs over the next 2 years was reviewed. Economic impact as a result of the FBI Expansion was also reviewed. Other customer development groups (clusters) were identified.

Filling Career Positions – reviewed the types of outreach BDC is doing to promote education for high tech, high pay and high demand careers. Mr. Regetz also noted that YourFIT (Your Future in Technology Program) is being promoted in the area.

Diversified Tech Development – Northgate and Siphon Road projects are included in all sales campaigns. Mr. Regetz reported marketing for 2018 included 8 site visits and multiple contacts being made.

In closing, Mr. Regetz mentioned that high tech manufacturing businesses have increased in the area such as Inergy (Power your passion) has moved into the Blaze Building and provides \$30,000.00 to \$50,000.00 per year jobs. SME Steel is adding a shift which will create up to 50 more jobs. Great Western Malting is adding 10 new jobs which will include 59 spin-off jobs.

Council thanked Mr. Regetz for the quarterly update of BDC activities.

AGENDA ITEM NO. 6: Val Wadsworth and Brandon Vail representing the Pocatello POLICE UNION Police Union presented the Council with an update of Union QUARTERLY UPDATE activities for the past quarter.

Mr. Wadsworth reported union members participated in the annual Portneuf Medical Center Teddy Bear Clinic and handed out police badges to children. He explained officers participate in these types of events to let children meet an officer and learn to trust them. Union members will join the Pocatello Fire Department and Bannock County Sheriff groups in a fundraising event at the

Veterans Memorial Building. Lifesaving events performed by Police Officers were reviewed. Mr. Wadsworth reported officers have responded to almost 500 welfare checks. This includes people that are suicidal. Law enforcement is very stressful and keeping trained staff is a concern. He noted that Council's approval to enhance the Employee Assistance Program has made a positive impact and more officers are utilizing the program.

In response to a question from Council, Mr. Wadsworth clarified there is a stigma regarding mental health issues for officers. Union members are trying to stop the perception that officers are looked down upon if they seek help.

Mr. Vail explained they are working to encourage officers to utilize the programs available. They want officers to seek help because it is beneficial for them, their family, and for the team.

Mayor Blad and Council members thanked the Union Representatives for their report and expressed their appreciation for what Pocatello's officers do in the community.

AGENDA ITEM NO. 7: Anita Valladolid, Senior Activity Center Director; and MarJean SENIOR ACTIVITY CENTER Waford, Board Secretary; representing the Senior Activity Center BUILDING DISCUSSION were present to discuss the condition of the City-owned building located at 427 North 6th Avenue. Lynn Transtrum, City Building Official was also present to address maintenance issues and possible long-term solutions. Center representatives are seeking input from the City Council regarding possible solutions for the building.

Ms. Waford thanked Mr. Cheatum for being on the Board. She gave an overview of the problems they are experiencing at the Center. Ms. Waford noted water is seeping into visual areas inside the building. Main concern is water damage to the foundation. She mentioned gradual water pooling issues have occurred over the years due to impairment of the side sidewalk adjacent to the building. In 2018 the Center experienced aggressive water seepage into other areas of the building affecting high traffic areas. The Board would like to discuss a long-term solution.

The Board feels seniors have a more sensitive immune system and is very concerned with the potential of black mold forming in the building. It was questioned whether the City should put more money into the building or should the Board look toward creating a strategic plan to move forward.

In response to questions from Council, Ms. Valladolid explained the Center serves 1000 separate meals each month.

In response to questions from Council, Mr. Transtrum noted that water from the State of Idaho facility parking lot drains toward the Senior Activity Center building. He has not seen water in the walls, but has witnessed water on the carpet. Mr. Transtrum does not feel the foundation is ready to collapse. However, it is going to take steps to correct the water issues. The State of Idaho facility parking lot is 18 inches above the sidewalk next to the Center and that causes water to run directly toward the Center. History of repairs to the building were reviewed. Mr. Transtrum estimates approximately \$55,900.00 has been spent to help with maintenance issues since 2012.

General discussion continued regarding the pros and cons to repair the water damage or look at other options. It was mentioned that asbestos in the building will also be an issue.

Council discussion regarding other options followed. Council felt an engineer should look at the building to identify what the needs and potential costs are to correct the problems.

Jared Johnson, City Attorney, mentioned the original grant application between the City and US Forest Service required that a green park space must accompany the building. Mr. Johnson mentioned the Council could ask the US Forest Service to make an amendment to the requirement for a park.

In response to questions from Council, Mr. Johnson feels there are several things that need to be looked at before moving forward with changes in the lease. He reminded the Council that there are other entities that utilize the building. The other lease holders must be considered regarding the building. The lease holders identified are: Senior Citizens, Bonneville Neighborhood, US Forest Service and City of Pocatello.

Mr. Johnston felt a special committee should be created to look at the issues and probable costs regarding the building and bring a recommendation back to the Council for review.

In response to questions from Council, Mr. Transtrum believes the state of Idaho building was there prior to Forest Service building that houses the Senior Activity Center. He suggested City Engineering staff perform the structure evaluation since this is a City leased building.

Jeff Mansfield, Public Work Director, stated his department does not have a structural engineer on board.

A motion was made by Mr. Johnston, seconded by Mr. Cheatum, to approve the following: a) staff will research the cost to hire an engineer to complete a structural study on the building to determine what areas should be corrected immediately and long-term needs; b) create a special committee to research the project needs/costs based upon the study; and c) the Committee will provide a recommendation to the Council at a later date. Upon roll call, those voting in favor were Johnston, Cheatum, Adamson, Bray, Leeuwrik and Mannan.

Mayor Blad called for a recess at 11:24 a.m.

Mayor Blad reconvened the meeting at 11:38 a.m.

AGENDA ITEM NO. 8: Mustafa Mashal, Assistant Professor, Department of Civil and Environmental Engineering at Idaho State University (ISU) Department was present to provide information to the Council regarding research on the Soda Springs earthquake sequence and seismic vulnerability in Pocatello.

IDAHO STATE
UNIVERSITY
PRESENTATION
-SODA SPRINGS
EARTHQUAKE SEQUENCE

Mr. Mashal reviewed historical events regarding earthquakes in multiple areas. These areas included: West Yellowstone, Montana August 18, 1959; and Mt. Borah in Idaho, October 28, 1983. He explained southeast Idaho is the most seismically active region in Idaho. The seismicity of the region has not been studied in detail. There is a lack of permanent instrumented stations, and the active faults and their characteristics in southeast Idaho are not well understood. On September 2, 2017, the magnitude 5.3 Sulphur Peak earthquake occurred. The epicenter of this earthquake was located to the east of Soda Springs, Idaho. An active sequence of smaller aftershocks have followed

the main shock since September 2017. The Sulphur Peak earthquake has produced more aftershocks on average compared to other earthquakes of a similar magnitude elsewhere.

Mr. Mashal gave a summary of available data on seismic hazards in Idaho, and the prior earthquakes in the region. He emphasized an understanding of the seismicity and vulnerability of southeast Idaho from an earthquake engineering perspective. An overview of the current research projects at ISU on seismic resiliency and design of civil infrastructure was presented. Building guidelines may not reflect the potential effects of an earthquake. Mr. Mashal reviewed building construction materials and how the materials react in an earthquake. Bridges were also reviewed. It was noted that bridges in Idaho received a “D” rating. Most of the bridges were constructed during the twentieth century and have a 50-year life span.

On-going seismic research at ISU

- Multiple research project on seismic resiliency of bridges and buildings
- Unique facilities for earthquake/large-scale testing
- Largest testing ever carried out in Idaho
- Strong industry partnership
- Collaboration with public/private entities

Conclusion – the seismicity of Idaho and nearby states have not been studied well – seismic vulnerabilities of the nearby towns are unknown; Mr. Mashal feels the Sulphur-Peak Earthquake was a wakeup call for the area.

In response to questions from Council, Mr. Mashal clarified that construction of buildings over soil in Pocatello that is defined as being in liquid areas should have a larger base/foundation to help keep the structure from being swallowed up in an earthquake. Columns reaching down below the soil to a more solid base will help keep the building intact.

General discussion regarding how to retrofit buildings and plan for events and construction options continued.

AGENDA ITEM NO. 9: Christina Potts, Pocatello Free Clinic Executive Director; and
POCATELLO FREE Vicky Allen, Board member, were present to request ongoing
CLINIC BUILDING funding from the Council for operations and maintenance at
-REQUEST FOR ONGOING their new facility. Pocatello Free Clinic is currently located at
FINANCIAL SUPPORT 429 Washington Avenue in a building owned by the City of
Pocatello. Council has previously provided a yearly stipend of
\$3,500.00 to offset the cost of utilities at that location. The Clinic will move to a new location May
1, 2019 and is requesting a monthly stipend of \$558.33 from the City of Pocatello to offset utility
and maintenance costs at the new location. If approved, Council will consider the formal funding
agreement at a future Regular Council meeting.

Ms. Potts reported the Pocatello Free Clinic will move to their new location as part of the Crisis Center facility. She gave an overview of the history of the older facility.

Ms. Potts noted that visits to the Clinic have increased by 19 percent between 2017 and 2018. She estimates the demand will continue to increase exponentially in the coming years, particularly because the capacity of the current Clinic is limited. Moving to the new site will allow the Clinic to expand their services to meet the needs of the underserved medical population of Pocatello,

Bannock County, and the surrounding region. Ms. Potts reported the monthly maintenance and operations fees at their new space will be \$1,800.00 per month and she would like the City to provide \$558.33 per month toward the maintenance fee.

Ms. Allen thanked the Council for considering their request. She plans to bring students through her medical practice to the Clinic to help meet their internal medication requirements. Ms. Allen explained students will work full shifts at the Clinic. The Board also hopes to relieve some of the time Police Officers spend dealing with individuals by releasing these individuals to the crisis center.

General discussion was held regarding the new facility size and what services the Clinic will provide. Bannock County funding estimate is \$60,000.00 per year. Clinic representatives are also looking at other entities to help meet basic needs. Clinic staff will work together with Health West to meet patient needs.

Mr. Bray shared his concerns regarding the request to support a budget that is not known at this time. He mentioned the City will inherit a building, once Free Clinic staff move out, that will need to be maintained. Mr. Bray feels City taxpayers may frown on giving more funds to a benevolent entity. He does not feel this is a position the Council can take at this time.

In response to questions from Council, Ms. Allen shared that she understands the City's position and encouraged Council to come and tour the new facility.

Ms. Potts explained she will work with the Crisis Center and obtain data of what their services provide and the positive impact on Police Officers. She feels the data will show that funds are being saved because officers will not spend as much time with individuals being arrested.

Mayor Blad mentioned the City is going through the annual budget process at this time. During the budget process, Council will have a better idea if support will continue. He encouraged Ms. Potts to also reach out to the City of Chubbuck regarding support.

Ms. Potts shared that she will come before Council in 12 months to give an update on the Clinic. She reviewed the locations people currently come from to receive their services. The areas include: Bingham, Power, and Bannock County residents. In closing, Ms. Potts explained lack of available transportation is an issue for most of the patients they serve.

Mayor Blad called a recess at 12:53 p.m.

Council President Johnston reconvened the meeting at 2:02 p.m.

AGENDA ITEM NO.	10:	Tom Kirkman, Deputy Public Works Director; and Teresa Caudill, Fleet Department Manager; were present to update the Council on development progress of the Fleet Department. Staff will also ask Council for direction regarding placement of a mechanic position within the department and allowances for tools.
FLEET DEPARTMENT PROGRESS UPDATE REQUEST FOR COUNCIL DIRECTION		

SOFTWARE

-Purchased AssetWorks fleet software in October 2018

-9 to 12 month implementation schedule. Hope to “Go Live” March 18, 2019

FEET DEPARTMENT SHIFTS

Administrative Staff, Technician Staff and Second Shift staffing (Wednesday – Saturday 6:30 a.m. to 5 p.m.)

General processes were reviewed and discussed.

DEFINING TOOL ALLOWANCE AND TOOL REQUIREMENTS

Current:

- a) pay inequity between departments;
- b) Mechanics provide own tools at Street and Sanitation Departments;
- c) Water and Parks Department provide tools to mechanics.
Tools will remain with Water and Parks departments; Department will decide how to handle tools.

Proposed:

- a) Technicians provide own tools and toolbox. (Industry Standard)
- b) List of required tools included in job descriptions.
- c) Specialty tools will be purchased and maintained by Fleet Department.

Minimum tool list for technicians was provided. The tool list will be added to the job description. Technicians will be given until October 1, 2109 to comply with tool requirements.

Proposing two options.

One - \$50 per pay period (\$1,300 per technician annually). Total annual cost of \$13,000.00
Two - \$30 per pay period (\$780 per technician annually). Total annual cost of \$7,800.00

Mayor Blad joined the meeting at 2:15 p.m. at which time Council President Johnston turned the Chair of the meeting over to Mayor Blad.

MOTION TO CONSIDER FLEET POSITIONS AND TRANSFERRING TECHNICIANS

Three options to transfer current City mechanics to Fleet Department.

Option One – Transfer all mechanics at their current levels to Fleet Department. Reclassify both Lead Mechanics to Shift Foreman. Option One creates no change in pay grade or step.

Option Two – Transfer all mechanics to Fleet Department. Reclassify Lead Mechanics to Technicians. Fill both Shift Foreman Positions in an internal search.

Option Three – Transfer all mechanics to Fleet Department. Demote Lead Mechanics to Technicians. Fill both Shift Foreman Positions in an internal search.

In response to questions from Council, Heather Buchanan, Human Resource Director, feels it is very important to determine if the foremen are the right individuals because they may be working on Saturdays. She explained demotion of individuals that do not meet foreman criteria will need to be evaluated.

Additional Council discussion regarding the proposed positions followed.

A motion was made by Mr. Johnston, seconded by Ms. Adamson, to approve Option Three to include: Transfer all mechanics to Fleet Department; Demote Lead Mechanics to Technicians; and Fill both Shift Foreman Positions in an internal search as presented by staff. Upon roll call, those voting in favor were Johnston, Adamson and Cheatum. Those voting in opposition to the motion were Bray, Leeuwrik and Mannan. Due to a tie in voting, Mayor Blad was required to cast the deciding vote. Mayor Blad voted in favor of the motion. Therefore, the motion passed.

MOTION TO CONSIDER DEFINING TOOL ALLOWANCE AND TOOL REQUIREMENTS

Option One - \$50 per pay period (\$1,300 per technician annually). Total annual cost of \$13,000.00
Option Two - \$30 per pay period (\$780 per technician annually). Total annual cost of \$7,800.00

A motion made by Mr. Cheatum, seconded by Mr. Johnston, to approve Tool Allowance Option One to include: \$50.00 per pay period (\$1,300.00 per technician annually). Total annual cost of \$13,000.00 as presented by staff. Upon roll call, those voting in favor were Cheatum, Johnston, Adamson, Bray, Leeuwrik and Mannan.

NAPA ISB PARTS STORE

Mr. Kirkman gave a brief overview of the proposed NAPA Auto Parts store within the Fleet Facility. He explained the store will provide upfront inventory for the City's fleet which will allow technicians to focus on Fleet repair and maintenance and not searching for parts.

A motion was made by Mr. Bray, seconded by Ms. Adamson, to approve the concept of an auto parts store within the Fleet Facility as presented by staff. An agreement with NAPA Auto Parts will be placed on a future Regular Council meeting agenda for consideration. Upon roll call, those voting in favor were Bray, Adamson, Cheatum, Leeuwrik, Johnston and Mannan.

AGENDA ITEM NO. 11: Tom Kirkman, Deputy Public Works Director; Teresa Caudill, SENIOR SANITATION Fleet Manager; and Brian Wellard, Sanitation Operations OPERATORS HIRING Supervisor, are seeking Council approval to hire two Senior REQUEST Sanitation Operators. These positions were identified in the 2014 Utility Rate Study and were identified to be hired in 2016 and 2018. Information regarding the justification and funding for the positions will be presented.

Mr. Kirkman explained the Sanitation Department is at the point that staffing levels are getting low. He explained the 2014 rate study suggested the hire of three positions for Sanitation. One of the positions was hired in the Utility Billing department. The other positions were for residential

drivers. One driver to be hired in 2016 and another in 2018. However, the residential driver positions were never hired.

An overview of increased demand in the department and the way the demands are being handled was shared. Programs are increasing and the demand for services has grown. Issues and concerns include current employees are having to work out of their class. As a result, a) limited training is available for staff doing the work out of class; b) Worker Compensation injuries have increased; c) trucks are being overloaded; and d) the level of service is diminishing.

It was noted that Utility Rate study increases are implemented each fiscal year. The portion allocated for new Sanitation Department personnel has not been expended and has created an increase in reserves.

A motion made by Ms. Adamson, seconded by Mr. Cheatum, to approve two Senior Sanitation Operator positions as presented. Upon roll call, those voting in favor were Adamson, Cheatum, Bray, Leeuwrik, Johnston and Mannan.

AGENDA ITEM NO. 12: Tom Kirkman, Deputy Public Works Director; and Teresa Caudill, Fleet Manager; presented a maintenance plan for 2405 GARRETT WAY BUILDING MAINTENANCE PLAN PROPOSAL janitorial services, grounds keeping services and building maintenance at the Street/Sanitation/Fleet facility located at 2405 Garrett Way.

Mr. Kirkman reported on the estimated costs to upkeep the building now housing Street/Sanitation and Fleet at 2405 Garrett Way. The increased costs will be shared equally between Street Operations and Sanitation Department. As a result, a higher amount for janitorial costs has been budgeted.

Proposed options to meet the maintenance needs are:

Option No. 1. Hire an outside vendor. Mr. Kirkman shared that staff has not been happy with outside vendors at this point.

Option No. 2. Utilize current employees at the facility to absorb maintenance duties. Level of service would be lower than dedicated position. Employees must continue to perform regular responsibilities as best they can.

Option No. 3. Hire a facility maintenance worker. Duties and responsibilities were defined. Would provide a greater quality of service. Adhere to City policy; and Create more accountability for the position.

In response to questions from Council, Lynette Sampson, Human Resource Consultant, explained the annual cost for a new Facility Maintenance position. She noted that half of the cost would come from Sanitation and half from Street Operations.

The necessary equipment to keep the area clean was discussed. Responsibilities of the new position and what they entail were reviewed.

A motion was made by Mr. Johnston, seconded by Ms. Mannan, to approve Option No. 3 to hire a facility maintenance worker as presented by staff. Upon roll call, those voting in favor were

Johnston, Mannan, Bray, Cheatum and Leeuwrik. Ms. Adamson voted in opposition to the motion. The motion passed.

AGENDA ITEM NO. 13: Skyler Allen, Utility Engineer; Justin Armstrong, Water Superintendent; LaDonne Harris, and David Stangel, Murraysmith representatives; were available to provide a summary of the draft Water Facility Plan Amendment. This plan provides a detailed analysis and recommendations pertaining to water infrastructure planning for the development area north of Chubbuck Road. Council may also provide confirmation related to future water infrastructure projects.

Mr. Allen explained the City of Pocatello contracted with engineering firm Murraysmith to complete an amendment to the 2016 Water Facility Plan (2016WFP) with the purpose of incorporating the proposed Northgate development area into the City's water master plan. The WFP Amendment (2019 WFP Amendment) outlines the major water infrastructure that will be necessary to support the proposed development area. The WFP Amendment incorporates the water service requirements of the proposed development area into the previously identified capital improvement plan of the 2016 WFP.

The draft report has been reviewed by the Idaho Department of Environmental Quality (IDEQ) for conformance to the requirements for Water Facility Plans and review comments are incorporated within the draft. Staff are now awaiting final review and approval from IDEQ. The 2019 WFP Amendment provide the City of Pocatello with a framework to make system improvements and guide developer(s) in their planning for water infrastructure development.

Mr. Stangle and Ms. Harris gave an over of the location and findings of the proposed Water Facility Plan Amendment.

BACKGROUND

The development group's engineer, S.E. Science, provided a draft Preliminary Engineering Report (PER) to the City in the fall of 2017 which provided proposed zoning area, estimated Equivalent Dwelling Units (EDU's), and approximate proposed roadway locations. The PER outlines nine development areas, titled "pods". Each pod was assumed to reach full development at either near term "2020", intermediate term "2035" or long term "build-out", approximately aligning with the time projections presented in the 2016 WFP. Based on historic water consumption patterns, projections for water demand were developed and a skeletonized water system was outlined to satisfy the projected water needs for this area.

Notably, three of the pods included in the WFP Amendment (#7, #8, and #9) include undeveloped area that is not part of the development but that has been proposed to be served by Pocatello. These pods were incorporated into the plan to provide a more complete projection of the water needs for the area.

Locating a well with quality water within City limits was discussed. This location would most likely be from the valley floor and transmission piping used to move the water to the needed area.

SUMMARY OF REPORT

The 2019 WFP Amendment outlines the projected water delivery flow rates and volumes, major water transmission piping, booster pumping stations, pressure zone boundaries, storage tank infrastructure, increased water source volumes, and impact to City held water rights to provide water service to the proposed development area. The report includes some consideration of alternatives that could be pursued as part of proposed development in service zone delineation, booster station size and location, upgrades to the existing system, and location and size of transmission piping.

Major water infrastructure components anticipated to be required to support total development of the study area of the 2019 WFP Amendment include the following:

- 26.2 MGD of increased water source capacity
- Four to six booster pumping stations (2,000 to 14,000 gpm)
- Possible upsizing of two existing booster stations
- Three to four water storage tanks (1.1 to 1.25 million gallons)
- Establishing thirteen pressure zones (some of which will intertie to current zones)
- Approximately 41 Pressure Regulating Valve Stations (PRVs)
- Several miles of major transmission and distribution pipelines (12-36 inch)
- Estimated build-out cost of major infrastructure ~\$88 million (2018 dollars)

The overall framework provided by the 2019 WFP Amendment will provide City staff with much of the information that will be needed to make system improvements and guide development as it occurs in the Northeast Pocatello area.

General discussion regarding current projects and water needs for future development continued.

In response to questions from Council, Mr. Allen gave a brief overview of the current city water rights. He feels the water rights are well above what the City needs.

A majority of the Council was supportive of the direction staff is moving toward future water infrastructure projects.

AGENDA ITEM NO. 14: Skyler Allen, Utility Engineer; Levi Adams, Water Pollution
WASTEWATER COLLECTION Control Superintendent; and LaDonne Harris and David
SYSTEM MASTER PLAN Stangel, Murraysmith representatives, will provide a summary of
AMENDMENT-UPDATE the draft Wastewater Collection System Master Plan
AND REQUEST FOR Amendment. This plan provides a detailed analysis and
COUNCIL CONSIDERATION recommendations pertaining to wastewater collection system
planning for the development area north of Chubbuck Road.

Council may also provide confirmation related to wastewater collection infrastructure projects.

Mayor Blad was excused at 3:44 p.m. and turned the chair of the meeting to Council President Johnston.

Mr. Allen explained the City of Pocatello contract with engineering firm Murraysmith to complete an amendment to the 2012 Collection System Master Plan (2012 CSMP) with the purpose of incorporating the proposed Northgate development area into the City's wastewater collection system master plan. The CSMP Amendment (2019 CSMP Amendment) outlines the major sewer

collection system infrastructure that will be necessary to support the proposed development area. The CSMP Amendment incorporates the sewer service requirements of the proposed development area into the previously identified capital improvement plan of the 2012 CSMP. The report identifies projected flow volumes and major capacity thresholds to the Water Pollution Control (WPC) treatment plant. With recent improvements, current WPC capacities are sufficient to accept the initial phases of this proposed development and WPC intends to update the WPC Facility Plan in 2020.

Ms. Harris gave an overview of the proposed Wastewater Collection System Master Plan.

BACKGROUND

The development group's engineer, S.E. Science, provided a draft Preliminary Engineering Report (PER) to the City in the fall of 2017 which provided proposed zoning areas, estimated Equivalent Dwelling Units (EDU's), and approximate proposed roadway locations. The PER outlines nine development areas, titled "pods". Each pod was assumed to reach full development at either near term "2020", intermediate term "2035" or long term "build-out", approximately aligning with the time projections presented in the 2012 CSMP. Based on historic wastewater production patterns, projections for wastewater flow were developed and a skeletonized collection system was outlined to satisfy the projected sewer needs for this area.

Notably, three of the pods included in the CSMP Amendment (#7, #8 and #9) include an undeveloped area that is not part of the development that has been proposed to be served by Pocatello. These pods were incorporated into the plan to provide a more complete projection of the sewer needs for the area.

SUMMARY OF REPORT

The 2019 CSMP Amendment outlines the projected wastewater flow rates and volumes, major collection trunkline piping, and collection system lift stations to provide sewer service to the proposed development area. The report includes some consideration of alternatives that could be pursued as part of proposed development in service basin delineation, lift station size and location, upgrades to the existing system, and location and size of major collection piping.

The Idaho Department of Environmental Quality (IDEQ) required additional effort to be incorporated into the evaluation of "Interagency Alternatives", meaning alternative solutions that could be achieved by collaborating with the City of Chubbuck. These alternatives are considered in the report.

Major wastewater collection system infrastructure components anticipated to be required to support total development of the study area of the 2019 CSMP Amendment include the following:

- Twelve wastewater lift stations (200 to 10,000 gpm)
- Possible upsizing of one existing lift station
- Several miles of major gravity collection pipelines (8 to 30 inch)
- New pipeline to WPC, pressure or gravity pipeline (12 to 36 inch)
- Estimated build-out cost of major collection system infrastructure
- ~\$98 to \$120 million (2018 dollars)

The overall framework provided by the 2019 CSMP Amendment will provide City staff with much of the information that will be needed to make system improvements and guide development as it occurs in the Northeast Pocatello area.

General discussion regarding current projects and waste water needs for future development followed.

A majority of the Council was supportive of the direction staff is moving toward future waste water infrastructure projects.

Council President Johnston adjourned the meeting at 4:44 p.m.

APPROVED:

BRIAN C. BLAD, MAYOR

ATTEST AND PREPARED BY:

RUTH E. WHITWORTH, CITY CLERK