

CITY OF POCATELLO, IDAHO
CITY COUNCIL WORK SESSION
OCTOBER 11, 2018

AGENDA ITEM NO. 1: Mayor Brian Blad called the City Council Work Session to order
ROLL CALL at 9:05 a.m. Council members present were Heidi Adamson, Roger Bray, Rick Cheatum, Linda Leeuwrik and Beena Mannan. Council member Jim Johnston was excused.

Mayor Blad announced that Agenda Item No. 4 and Agenda Item No. 7 had been pulled from the agenda and announced that Bannock Development Corporation representatives would present the quarterly update at the November Work Session.

AGENDA ITEM NO. 2: Brian Allen and Dale Spencer, City of Pocatello REDI
REDI BOARD representatives, were present to give an update on Regional
UPDATE Economic Development for Eastern Idaho (REDI) Board activities.

Mr. Allen gave an overview of some of the organizational and administration changes which have taken place within REDI. He stated improvements in communication and marketing are underway and clarification of REDI's role within the economic development arena is a priority. Mr. Allen stated economic development is focused on the region, rather than a broad approach. Taking advantage of the overflow from Boise and the Wasatch Front areas will be targeted. He added that development of a strategic plan is underway. Changes to the bylaws will be enacted in order to allow Mayors to be members of the executive board and meeting dates will be adjusted to accommodate the Mayors' schedules.

In response to questions from Council, Mr. Allen stated Dana Kirkham, REDI Executive Director, is visiting REDI members to receive feedback and suggestions for implementation of the proposed changes. He stated that research data is being collected by a qualified organization in order to be distributed to economic development organizations throughout the area and that more information would be available at a later date. Mr. Allen stated that REDI board members have two year appointments.

Mayor Blad stated it is the intention of the Council to have Mr. Allen and Mr. Spencer remain as representatives of the City and that the initial one-year appointments would be renewed.

AGENDA ITEM NO. 3: Frank Hartleib, Pocatello Arts Council Chair Person, was
POCATELLO ARTS present to discuss the Arts Council's goals and projects,
COUNCIL UPDATE as well as Council's policies and expectations.

Mr. Hartleib stated the Arts Council has a strong membership and has four new members bringing expertise and talent to the council. The Arts Council supported two events during the year: Montana Shakespeare in the Park and Musicians West. He stated the Arts Council is considering working with the Idaho Foodbank in the upcoming year to organize a fundraiser which incorporates art and highlights local artists. Mr. Hartleib stated a sculpture placed at Ross Park in 2015 has received some weather damage and is scheduled to have repairs done which will be paid for by the Arts Council. Members of the board are considering an "Empty Bowl" fundraising event, similar to events held in Boise and other communities.

Council members expressed their appreciation for the service to Pocatello provided by the members of the Arts Council.

AGENDA ITEM NO. 4: As announced earlier, Agenda Item No. 4 to receive the quarterly update from Bannock Development Corporation was pulled from the agenda.
BANNOCK
DEVELOPMENT
CORPORATION
QUARTERLY UPDATE

AGENDA ITEM NO. 5: Adam Lane, CDBG Program Manager; BJ Stensland, Aid For Friends Executive Director; and Brady Ellis, Idaho Housing and Finance Association (IHFA) representative, were present to request Council's direction on funding for the proposed new homeless shelter.
AID FOR FRIENDS
FUNDING REQUEST

Mr. Lane stated Aid For Friends has submitted a purchase offer for property located at 209 East Lewis Street. The seller has accepted the offer with the condition that the property closing occurs within 120 days of the offer acceptance. It was clarified that the 120 days will expire on January 23, 2019. Aid For Friends has requested that Community Development Block Grant (CDBG) funds from multiple years' allocations be used to aid in the acquisition of the property.

In response to questions from Council, Mr. Lane explained that a Conditional Use Permit (CUP) must be approved for the property. He added that an environmental assessment must also be completed before closing in order to receive authorization to use CDBG funds for acquisition of the property. Mr. Lane stated that unobligated Fiscal Year 2018 funds are set aside for various projects, but at this time, projects have not been started and are not under contract. By using unobligated Fiscal Year 2018 funds, it would not be necessary to use General Funds to aid in the project.

Council discussed the CDBG program and the pros and cons of committing future CDBG funds to the acquisition of the building, as CDBG funds are distributed on an annual basis.

Mr. Lane clarified that Aid For Friends has Fiscal Year 2018 CDBG funds which have not been spent and Fiscal Year 2019 funds have been requested. He explained that the Fiscal Year 2019 action plan is in the process of completion.

Ms. Stensland stated that the City of Chubbuck has been asked to make a \$25,000.00 contribution to the project and Bannock County has been asked to contribute \$250,000.00. She added that a capital campaign is planned to obtain funding from corporations and other donors.

Mr. Ellis explained the acquisition and renovation of the property is estimated to be \$1.6 million. A breakdown of the proposed financing sources was discussed. He explained that the current Aid For Friends facility has an assessed value between \$135,000.00 and \$161,000.00. Proceeds from the sale of the facility would be used to repay the loan.

In response to a question from Council, Ms. Stensland stated that CDBG funds have been requested to pay for detailed engineering of the project. An engineering firm can compile an estimate after project specifications and scope of work has been clarified.

Mr. Lane clarified that CDBG funds are allocated on an annual basis. Although the certainty of the annual allocation is unknown, during the 22-year history as a CDBG Entitlement City, Pocatello has never had to use General Funds to cover the cost of CDBG projects. He added that there is some flexibility in the payback timeline.

In response to a question from Council, Mr. Lane stated CDBG funds must be allocated to proposed projects each year.

In response to a question from Council, Mr. Ellis stated that the loan through Idaho Housing and Finance would be a zero interest loan.

In response to questions from Council, Jeff Mansfield, Public Works Director, stated he feels an environmental assessment could be completed within the required timeframe and that staff members could assist in any way possible.

Discussion among Council members followed regarding the allocation of future CDBG funds and the City's obligation to uphold to the funding commitment to Aid For Friends and Idaho Housing and Finance.

Mr. Lane stated that the applicant understands that the approval of a Conditional Use Permit and completion of the Environmental Assessment are conditions necessary for the CDBG funds to be utilized.

A motion was made by Mr. Bray, seconded by Ms. Leeuwrik, to approve the request by Aid For Friends as outlined in the presentation and staff recommendation with the condition that if problems arise during the Conditional Use Permit process or Environmental Assessment, the Council will reassess the \$250,000.00 allocation of CDBG funds. Upon roll call, those voting in favor were Bray, Leeuwrik, Adamson, Cheatum and Mannan.

Mayor Blad asked Ms. Stensland to visit with the seller for a possible extension to the deadline of closing within 120 days from the offer acceptance date.

AGENDA ITEM NO. 6: Hannah Sanger, Science and Environment Administrator, and Jeff Mansfield, Public Works Director, were present to present Council with an update on the final draft stormwater permit for the Pocatello Urbanized Area.

POCATELLO URBANIZED AREA STORMWATER PERMIT

Ms. Sanger gave a history of the establishment and continuation of the stormwater permit regulations and renewal process. She stated that the 5-year permit is a lengthy process. The last permit was issued in 2011 and has been renewed administratively on an annual basis. Ms. Sanger reviewed some of the challenges associated with establishing and maintaining ponds and floodplain areas. She stated through sediment control programs and cleanup efforts, stormwater quality gradually improves. Ms. Sanger explained that builders have sediment control requirements which are tied to building permits.

In response to questions from Council, Ms. Sanger stated that Pocatello's permit includes the entities of City of Pocatello, City of Chubbuck, Idaho State University, Idaho Transportation Department and Bannock County. A preliminary draft of the permit was sent from the Environmental Protection Agency (EPA) to the Department of Environmental Quality (DEQ) to ensure it meets Idaho water quality standards.

Discussion followed regarding locations included in the urbanized area boundaries, stormwater retention areas, regulated areas, and issues regarding private lands located upstream. Council discussed the stormwater management plan, emergency response plan and Union Pacific Railroad.

Total Maximum Daily Load (TMDL) allocations were discussed as they related to state monitoring areas and requirements.

In response to questions from Council, Ms. Sanger stated maintenance of stormwater ponds and maintenance of approximately 2,000 catch basins has budget implications addressed by the Street Department, according to the stormwater management plan. She stated comments will be submitted regarding the draft permit. Ms. Sanger clarified that Union Pacific Railroad is not included in the Pocatello permit, as they are issued their own permit through EPA for industrial use. The EPA deadline is December 31, 2018.

There being no further business, Mayor Blad adjourned the meeting at 11:25 a.m.

APPROVED:

BRIAN C. BLAD, MAYOR

ATTEST AND PREPARED BY:

KONNI R. KENDELL, DEPUTY CITY CLERK