

AGENDA

CITY OF POCATELLO

REGULAR CITY COUNCIL MEETING

OCTOBER 19, 2017 - 6:00 PM

COUNCIL CHAMBERS  
911 NORTH 7<sup>TH</sup> AVENUE

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 Dave Hunt at [dhunt@pocatello.us](mailto:dhunt@pocatello.us); 208.234.6248 or 5815 South 5<sup>th</sup> 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 while some agenda items allow for public comment during discussion/consideration not every item does.** If the matter the citizen wishes to discuss is not listed on the formal agenda, an opportunity to be heard by the Council is the agenda item described as "DISCUSSION ITEMS." Total time allotted for this item is fifteen (15) minutes, with a maximum of three (3) minutes per speaker. You must sign in at the start of the meeting.

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AGENDA CLARIFICATION MEETING: A meeting will be held at 5:30 p.m. in the Paradise Conference Room at City Hall, prior to the regular meeting for clarification of the agenda.

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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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AGENDA ITEM NO.            1:     ROLL CALL AND PLEDGE OF ALLEGIANCE.

AGENDA ITEM NO.            2:     INVOCATION: The invocation will be offered by Tamilyn Carson representing the Buddhist community.

AGENDA ITEM NO. 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.

- (a) MINUTES: Council may wish to waive the oral reading of the minutes and approve the minutes from the Council Liaison Working Lunch meetings of September 21, 2017 and October 5, 2017.
- (b) TREASURER'S REPORT: Council may wish to consider the Treasurer's Report for September showing cash and investments as of September 30, 2017.
- (c) CHILD CARE ADVISORY COMMITTEE REAPPOINTMENT: Council may wish to confirm the Mayor's reappointment of Cheli Brubaker to continue her service as a member of the Child Care Advisory Committee. Ms. Brubaker's term will begin October 21, 2017 and will expire October 21, 2021.
- (d) HISTORIC PRESERVATION COMMISSION APPOINTMENT: Council may wish to confirm the Mayor's appointment of Meagan J. Milder to serve as a member of the Historic Preservation Commission, replacing Andrea Talbot who resigned from the Board. Ms. Milder's term will begin October 20, 2017 and will expire July 10, 2020.
- (e) HUMAN RELATIONS ADVISORY COMMITTEE APPOINTMENT: Council may wish to confirm the Mayor's appointment of Merritt Clemons to serve as a member of the Human Relations Advisory Committee, replacing Fran Lands who was removed from the Board. Ms. Merritt's term will begin October 20, 2017 and will expire July 2, 2018.
- (f) COUNCIL DECISION-EAGLES LANDING SUBDIVISION/DIVISION ONE FINAL PLAT: Council may wish to adopt its decision approving the Final Plat for Eagles Landing Subdivision – Division One, which subdivides approximately .66 acres of land into four (4) residential lots, subject to conditions. The property is located on the south side of Birdie Thompson Drive, is zoned Residential Low Density (RL), and will have access via Birdie Thompson Drive.
- (g) COUNCIL DECISION-AMENDED HILLSIDE VILLAGE SUBDIVISION PLAT APPROVAL: Council may wish to adopt its decision amending the Final Short Plat for the Hillside Village Subdivision, which subdivides approximately 6.34 acres of land into two (2) residential lots, subject to conditions. The property is located at Birdie Thompson Drive and Hospital Way and is zoned Residential High Density (RH). Lot 1 shall have an "R" restriction placed indicating no direct access to Hospital Way will be permitted. Lots 1 and 2 will have direct access from Birdie Thompson Drive.

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AGENDA ITEM NO. 4: COMMUNICATIONS AND PROCLAMATIONS:

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- AGENDA ITEM NO. 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.
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**PUBLIC HEARINGS: The procedure that will be used for conducting the public hearings is at the end of the agenda.**

- AGENDA ITEM NO. 6: PUBLIC HEARING-ABATEMENT EXPENSES/CLAIM FOR 2255 SATTERFIELD DRIVE: This time has been set aside for the Council to hear comments from the public regarding the following items related to 2255 Satterfield Drive: a) City's account of expenses report; and b) recording of the expense for abatement purposes with Bannock County.

(Pertinent information attached.)

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- AGENDA ITEM NO. 7: PUBLIC HEARING-VACATION OF AREA LOCATED WITHIN TUSCANY HEIGHTS SUBDIVISION: This time has been set aside for the Council to hear comments from the public regarding a request by Deric and Julie Ravsten (mailing address: 1600 Mountain Shadows Drive, Pocatello, ID 83204) to remove the "R" restriction from Lot 4, Block 3, Tuscany Heights Subdivision (approximately 3500 East Center Street).

Staff recommends approval of the request subject to conditions contained in the staff report.

(Pertinent information attached.)

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- AGENDA ITEM NO. 8: PUBLIC HEARING-FISCAL YEAR 2018 AGREEMENT FOR RURAL FUNDING APPLICATION-TRANSIT: This time has been set aside for the Council to receive comments from the public regarding applications for FTA pass-through Rural Idaho Transportation Department Grants, (5310, 5311 and 5311(f)), in the amount of \$679,743.00 for Fiscal Year 2018 and permit the Public Transit Director to make necessary amendments and modifications, subject to Legal Department review.

Match for the grant is 42.5% for operations, 20% for administration, and 8% for capital and preventative maintenance. No City funds are used.

(Pertinent information attached.)

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- AGENDA ITEM NO. 9: SPECIAL EVENT WAIVER REQUESTS-AID FOR FRIENDS ANNUAL ENCAMPMENT: Council may wish to consider two requests from Aid For Friends. The group wishes to conduct their 11<sup>th</sup> Annual Encampment special fundraising event at Caldwell Park beginning the evening of December 1, 2017 and concluding on December 3, 2017 at 10:00 a.m. Therefore, they will need permission to have people in the park during the evenings of December 1st and December 2nd. They are also requesting that parking on that portion of East Center Street, adjacent to the park, be limited to vehicles associated with the event from 10:00 a.m. on December 2nd to 10:00 a.m. on December 3rd.

Aid For Friends has reserved Caldwell Park through the City of Pocatello Parks and Recreation Department and has paid the “Special Events” permit fee. Aid for Friends seeks continued approval for annual events in future years, subject to the Parks and Recreation Director’s review, and barring any significant change or changes to events.

(Pertinent information attached.)

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- AGENDA ITEM NO. 10: COLLECTION FACILITY PLAN AGREEMENT-WPC: Council may wish to approve an agreement with Murraysmith, Inc. to update the Sewer Master Plan in order to analyze and identify the sewer infrastructure required to serve Water Pollution Control (WPC) collection needs for the Northgate Development area. Cost of the update is \$44,918.00 with a contingency of 10% due to development changes.

(Pertinent information attached.)

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- AGENDA ITEM NO. 11: ON CALL WATER ENGINEERING SERVICES AGREEMENT: Council may wish to approve and authorize the Mayor's signature on a Consulting Services Agreement between the City of Pocatello and Murraysmith, Inc. The agreement is for a term of three (3) years with an annual estimated professional fee up to \$100,000.00.

Funds for the agreement are available within the Water Department's Fiscal Year 2018 budget.

(Pertinent information attached.)

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- AGENDA ITEM NO. 12: BID/AGREEMENT- 2017 SANITARY SEWER REHABILITATION (CIPP) PROJECT: Council may wish to consider the recommendations of staff for the following requests regarding the 2017 Sanitary Sewer Rehabilitation Cured-In-Place-Pipe (CIPP) Project.

- a) Accept the lowest responsive bid received on September 12, 2017, from Planned and Engineered Construction, Inc., in the amount of \$315,000.00 (base bid) and \$13,500.00 (alternate bid) for a bid total of \$328,500.00 and, if the bid is accepted;
- b) Authorize the Mayor's execution of the Agreement between the City of Pocatello and Planning and Engineered Construction, Inc., in the amount of \$328,500.00, for the 2017 Sanitary Sewer Rehabilitation (CIPP) Project, subject to Legal Department review.

This project involves CIPP lining of various sanitary sewer pipes located throughout the city. If approved, the work will begin Spring 2018 and will be completed within or before 90 days from the start date. Funds for this project are budgeted and available in the Water Pollution Control capital account.

(Pertinent information attached.)

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- AGENDA ITEM NO. 13: SUPPLEMENTAL AGREEMENT NO. ONE-LEWIS STREET BRIDGE PROJECT: Council may wish to authorize the Mayor to sign Supplemental Agreement No. 1 to the Idaho Transportation Department Local Professional Services Agreement between Stanley Consultants, Inc. and the City of

Pocatello for additional inspection and testing of the Lewis Street Bridge, subject to Legal Department review.

The proposed supplemental agreement is \$16,000.00, which will bring the total amount of the agreement with Stanley Consultants, Inc. to \$202,000.00. The project requires a 7.34% match; however, the City has already met the obligation and no additional funding is required at this time.

(Pertinent information attached.)

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AGENDA ITEM NO. 14: PROFESSIONAL SERVICES AGREEMENT-FINAL DESIGN OF CENTER STREET UNDERPASS REHABILITATION PROJECT: Council may wish to authorize the Mayor to execute an agreement between CH2M Hill, Inc. and the City of Pocatello in the amount of \$590,900.00, subject to Legal Department review, for final design services related to the Center Street Railroad Bridge Underpass Project. The project requires a 7.34% match (\$43,372.06) and funds are available in Fund 70.

(Pertinent information attached.)

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AGENDA ITEM NO. 15: DISCUSSION ITEMS: This time has been set aside to hear discussion items not listed on the agenda. Items which appeared somewhere else on the agenda will not be discussed 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 will either 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.)

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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.