

## AGENDA

# CITY OF POCATELLO REGULAR CITY COUNCIL MEETING

November 2, 2023 • 6:00 PM  
Council Chambers | 911 North 7th Avenue

***The meeting will be live-streamed at:  
<https://streaming.pocatello.gov/> and available on  
Sparklight Cable channel 56***

Any citizen who wishes to address the Council shall first be recognized by the Mayor, and shall then give their name and address for the record. If a citizen wishes to read documentation of any sort to the Council, they 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 Skyler Beebe at [sbeebe@pocatello.gov](mailto:sbeebe@pocatello.gov); 208.234.6248 or 5815 South 5th 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 only Public Hearings allow for public comment during the discussion/consideration process.**

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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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## 1. ROLL CALL AND PLEDGE OF ALLEGIANCE

## 2. INVOCATION

The invocation will be offered by Reverend Mike Crothers, representing First Presbyterian Church.

## 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. **(ACTION ITEM)**

- (a) **MINUTES:** Council may wish to waive the oral reading of the minutes and approve the minutes from the Clarification and Regular City Council meetings of October 19, 2023.
- (b) **MATERIAL CLAIMS:** Council may wish to approve the Material Claims for the period of October 16-31, 2023.
- (c) **CHILD CARE ADVISORY COMMITTEE APPOINTMENT:** Council may wish to confirm the Mayor's appointment of Leah Hollo to serve as a member of the Child Care Advisory Committee, replacing **Corey Lewis whose term is expiring.** Leah's term will begin November 7, 2023 and expire November 7, 2027.
- (d) **HISTORIC PRESERVATION COMMISSION REAPPOINTMENT:** Council may wish to confirm the Mayor's reappointment of James Young to continue serving as a member of the Historic Preservation Commission. James' term will begin November 20, 2023 and expire November 20, 2026.
- (e) **HUMAN RELATIONS ADVISORY COMMITTEE APPOINTMENT:** Council may wish to confirm the Mayor's appointment of Kafo'ata 'Anau to serve as a member of the Human Relations Advisory Committee, replacing Rainbow Maldonado who resigned. Kafo'atu's term will begin November 3, 2023 and expire September 17, 2025.
- (f) **PARKS AND RECREATION ADVISORY BOARD REAPPOINTMENT:** Council may wish to confirm the Mayor's reappointment of Billy Satterfield to continue serving as a member of the Parks and Recreation Advisory Board, representing the Golf Advisory

Committee. Billy's term will begin November 17, 2023 and expire November 17, 2025.

(g) COUNCIL DECISION - FINAL PLAT APPROVAL JAZMINE PLACE 1ST ADDITION SUBDIVISION: Council may wish to adopt its decision approving a request to subdivide approximately 6.56 acres of land, generally located east of the intersection of Jazmine Street and Dolostone Drive into thirteen (13) lots, subject to conditions.

Documents:

[AGENDA-ITEM-3.PDF](#)

#### **4. PROCLAMATIONS**

#### **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.

#### **6. PUBLIC HEARING – TITLE 17 ZONING REGULATIONS**

This time has been set aside for the Council to hear comments from the public regarding amendments to Title 17: Zoning Regulations (Legislative Public Hearing) **(ACTION ITEM)**

Documents:

[AGENDA-ITEM-6.PDF](#)

#### **7. SHORT PLAT APPLICATION – CHATTERTON ACRES**

Council may wish to approve a short plat application submitted by Derick Chatterton (mailing address: 1712 Cottage Avenue, Pocatello, ID 83201) to subdivide 2.09 acres (more or less) into three (3) residential lots. The proposed subdivision is located at 1712 and 1734 Cottage Avenue. Staff finds the proposal compliant with all applicable standards of Pocatello Municipal Code assuming compliance with the conditions listed in the staff report. **(ACTION ITEM)**

Documents:

[AGENDA-ITEM-7.PDF](#)

## **8. EMPLOYEE PERSONNEL POLICY HANDBOOK ADOPTION**

Council may wish to approve a new version of the Personnel Policy Handbook that incorporates policies from Information Technologies, the Mayor/Council Department, Fleet/Procurement and Human Resources. The policies were presented during the July, August and October 2023 Work Sessions. **(ACTION ITEM)**

Documents:

[\*\*AGENDA-ITEM-8.PDF\*\*](#)

## **9. PIGGYBACK OF SOURCEWELL CONTRACT FOR 150 MOTOR GRADER LEASE – STREET OPERATIONS**

Council may wish to accept the recommendation of staff and approve the piggyback contract of Sourcewell contract #032119-CAT with Caterpillar, Inc. for the lease of one new Caterpillar 150 AWD Motor Grader consisting of five (5) annual payments of \$38,256.26 and authorize the Mayor's signature on all applicable documents, subject to Legal Department review. Purchase costs have been budgeted in the Street Operations Department FY2024 budget. **(ACTION ITEM)**

Documents:

[\*\*AGENDA-ITEM-9.PDF\*\*](#)

## **10. ORDINANCES**

The Council has the following options for reading ordinances. If the Council makes no motion, the ordinance will be read on three (3) different days, two (2) readings of which may be by title only and one (1) reading of which shall be in full and placed on final passage for publication.

EXAMPLE MOTIONS:

**Option 1: FOR ONE READING UNDER RULES SUSPENSION: "I move the ordinance, Agenda Item # , be read only by title and placed on final passage for publication, and that only the ordinance summary sheet be submitted for publication."**

**Option 2: FOR THREE SEPARATE READINGS:** "I move the ordinance, Agenda Item # , be read on three separate days. First and second readings will be by title and in full on the third reading. The ordinance shall then be placed on final passage for publication, and only the ordinance summary sheet be submitted for publication."

Before the ordinance can be read under Option 1, the Council must pass said motion by a vote of one-half plus one (4) of the full Council.

Ordinances ready for reading:

10(a): An ordinance amending Pocatello Municipal Code Title 8 Chapter 8.14.110 "Penalties" to modify criminal penalties for nuisance violations. **(ACTION ITEM)**

Documents:

[\*\*AGENDA-ITEM-10.PDF\*\*](#)

## **11. ITEMS FROM THE AUDIENCE**

This time as been set aside to hear items from the audience 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.)

## **12. ADJOURN**

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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.

