

CITY OF POCATELLO, IDAHO
CITY COUNCIL WORK SESSION
FEBRUARY 9, 2023

AGENDA ITEM NO. 1: Mayor Brian Blad called the City Council Work Session to
ROLL CALL order at 9:01 a.m. Council members present were Rick
Cheatum Linda Leeuwrik, Josh Mansfield and Scott
Marchand. Council members Rick Cheatum and Brent Nichols were excused.

Mayor Blad announced that Agenda Item No. 4 and Agenda Item No. 5 had been pulled from the agenda.

AGENDA ITEM NO. 2: Representatives from the Pocatello Regional Airport
POCATELLO REGIONAL Commission will discuss the Commission's goals and
AIRPORT COMMISSION projects, as well as Council's policies and expectations.
UPDATE

Molly Beseris, Airport Commission Chair, gave an overview of the Commission's goals and projects throughout the year. She stated that the Commission works to support growth of the the airport and the community for economic development.

Alan Evans, Airport Director, stated that the Commission continues to review airport property values in order to establish competitive rates.

AGENDA ITEM NO. 3: Representatives from Pocatello Development Authority
POCATELLO (PDA) were present to discuss the PDA's goals and projects,
DEVELOPMENT as well as Council's policies and expectations.
AUTHORITY UPDATE:

Brent McLane, Planning and Development Services Director; David Villarreal, PDA Chair; and Scott Turner, PDA Vice-Chair, were in attendance.

Mr. McLane distributed draft copies of the PDA Annual Report to Council members. He discussed current PDA activities such as improvements to the former Naval Ordnance Plant, which has been purchased and developed by IRG. Mr. McLane discussed development in the Northgate district and developments in the North Portneuf TIF District.

Mr. Turner reported that public education efforts are being considered to help educate and inform citizens of the responsibilities and efforts of PDA.

AGENDA ITEM NO. 4: As announced earlier, representatives from the Pocatello Fire
FIRE UNION Union were not present to give Council an update of their
QUARTERLY UPDATE activities for the past quarter and the item was pulled from
the agenda.

AGENDA ITEM NO. 5: As announced earlier, representatives from the Pocatello
POLICE UNION Police Union were not present to give Council an update of
QUARTERLY UPDATE their activities for the past quarter and the item was pulled
from the agenda.

AGENDA ITEM NO. 6: Finance staff members were present to give Council detailed
PROPOSED FEBRUARY information on proposed Fiscal Year 2023 February Budget
FISCAL YEAR 2023 amendments for the public hearing to be held on February
BUDGET AMENDMENTS 16, 2023.

Gene Hill, Chief Financial Officer (CFO), was in attendance to present to Council detailed information on proposed Fiscal Year February Budget amendments for the public hearing to be held February 16, 2023.

Mr. Hill reviewed 26 proposed amendments that would affect seven (7) funds. They are: General Fund \$732,522; Street Fund \$227,402; Parks and Recreation \$78,917; Cemetery \$65,000; Transit Rural \$525,000; Transit Urban \$1,730,744; Water \$16,140; WPC \$465,000; Information Technology \$8,000; Employee Wellness Fund; \$18,344; Street-Federal Aid Fund \$75,000; and Engineering-Alternate Transportation \$220,000. Proposed amendments total \$4,162,069.

Mr. Hill explained no action would be taken at this time. A public hearing would be held on February 16, 2023 during the Regular City Council meeting. An ordinance to adopt the proposed amendments would be prepared for Council consideration.

Council discussion continued regarding interfund transfers, fund balance objectives and policy, vehicle purchases, as well as appropriate use of reserves and capital outlay projects.

Mayor Blad announced that a public hearing regarding the proposed budget amendments would be held at the Regular City Council meeting on February 16, 2023.

AGENDA ITEM NO. 7: Tom Kirkman, Deputy Public Works Director, and Teresa
FUEL SITE PROJECT Caudill, Fleet Manager, were present to give a presentation
UPDATE and seek Council direction regarding the new fuel site project.

Mr. Kirkman gave an overview of the City fuel site. He explained that most commercial fuel sites are replaced after 20 years and that many warranties expire at that time. Mr. Kirkman stated that the City fuel site has been in service for 33 years. Maintenance and repair of the site is becoming more difficult and costly, due to the age of the facility. Projections for the construction of a new fuel site were estimated at \$800,000. Bids were received and the updated costs is projected to be just under \$2.3 million. Mr. Kirkman discussed funding and repayment options as well as the benefits of having a City-owned fuel facility designated for City vehicles. He clarified that the Street Department has sufficient funds to finance the project and that the funding could be repaid in a 30 year time period.

Council members discussed the following topics: repayment options; department which use the fuel site; current fuel usage; longevity of the fuel facility; maintenance plan; and long-term plans for replacement of the facility.

A motion was made by Mr. Mansfield, seconded by Mr. Mangum, to direct staff to bring a contract forward for Council consideration regarding the approval of fuel site replacement in the estimated amount of \$2.4 million and that the contract will contain a repayment plan spanning 30 years with a surcharge of \$.27 per gallon for repayment costs to be paid by City departments to the Street Department and that the Street Department consult with City departments regarding replacement costs and that the item will be considered by Council at a later date, subject to Legal Department review. Upon roll call, those voting in favor were Mansfield, Mangum, Leeuwrik and Marchand.

Mayor Blad called a recess at 10:37 a.m.

Mayor Blad reconvened the meeting at 10:50 a.m.

AGENDA ITEM NO. 8: Planning and Development Services staff members were in attendance to present findings of the sign survey conducted between December 2022 and January 2023 and to seek Council direction in consideration of drafting a new Sign Code.
POCATELLO SIGN SURVEY REPORT 2022-2023

Jim Anglesey, Senior Planner and Will Klaver, Assistant Planner, gave an overview of the current sign code. Mr. Anglesey stated that the “Our Valley, Our Vision” plan is not just a comprehensive plan but a planning process which may impact changes to the City Code.

Mr. Klaver explained that the current City Code was adopted in 1991 and has seen many revisions since that time. He added that a sign survey was completed within the community and he reviewed the results with the Council.

Council members discussed the following topics: temporary signs, Yellowstone Avenue signage; new construction signs; political signs; permitting process; possible regulations for signs; historic districts; business licensing; current signage regulations; possible incentives for current businesses to bring signage into conformance; billboard regulations; electronic message displays; and code enforcement.

AGENDA ITEM NO. 9: There being no further business, Mayor Blad adjourned the meeting at 12:39 p.m.
ADJOURN

APPROVED:



BRIAN C. BLAD, MAYOR

ATTEST AND PREPARED BY:



KONNI R. KENDELL, CITY CLERK