

CITY OF POCA TELLO, IDAHO
CITY COUNCIL STUDY SESSION
APRIL 9, 2009

AGENDA ITEM NO. 1: Mayor Roger Chase called the City Council
ROLL CALL Study Session to order at 9:02 AM. Council
members present were Roger Bray, Ron
Frasure, Gary Moore, Robert Richway, and Brian Underwood. Council
member Eva Johnson Nye arrived at 9:04 AM.

AGENDA ITEM NO. 2: Marjanna Hulet, Planning and Zoning
PLANNING AND ZONING Commission Chair, discussed the Commission's
COMMISSION UPDATE goals and projects, as well as Council's
policies and expectations. She overviewed a
summary of the 2008 meetings held by the Commission. Ms. Hulet
stated that the Commission will be looking at City ordinances to
make sure that they do not hinder green construction and water wise
landscaping. Additionally, the Commission will explore regulations
that may allow the use of wind power in the community and energy
efficient lighting. The Commission would also like to incorporate
ordinances that would help contractors recycle materials.

General discussion was held on the advantages of having green
construction and water wise landscaping. The Council was
supportive of the Commission working with the City of Chubbuck
while developing the ordinances. However, the Council cautioned
Ms. Hulet that staff cannot take on any new projects or programs.
Therefore, it is important for the Commission to check with staff
before proceeding on major ordinance revisions.

AGENDA ITEM NO. 3: Mark Kinghorn, Construction Board of Appeals
CONSTRUCTION BOARD and Review Chair, and Lynn Transtrum, Staff
OF APPEALS AND Liaison, discussed the Board's goals and
REVIEW UPDATE projects, as well as Council's policies and
expectations. Mr. Transtrum stated that the
Board is one of the least utilized Boards in the City. The Board
only meets when someone wishes an exception from or a clarification
of City regulations. He stated that the Building Codes lists what
issues the Board may decide.

At 9:20 AM Mayor Chase turned the Chair of the meeting over to
Council President Moore and then left the Council Chambers.

Mr. Transtrum stated that the Board usually meets six times a year.
However, they have not met once in the last year. He stressed that
most of the items that come to the Board involve fences.

AGENDA ITEM NO. 4: Trissa Cammeron, 455 South 8th, and Sandy
NEIGHBORHOOD SAFETY Swanson, 426 South 8th, representatives from
CAMPAIGN the College Neighborhood Association,
provided information on a national campaign
titled "Keep Kids Alive Drive 25". Ms. Cammeron informed the
Council that speeding in the College Neighborhood is an issue that

is routinely discussed at Neighborhood Association meetings. She provided background information on the history of the "Keep Kids Alive Drive 25" Campaign. Ms. Cammeron stated that the Neighborhood Association would like the whole community to be involved in the campaign. She stated that the signs would be posted in the neighborhoods similar to how political signs are posted. Ms. Cammeron mentioned that the College Neighborhood Association will not ask the City for funding and each neighborhood will need to fund the signs in their neighborhoods. She requested the Council approve the use of the signs and issue a proclamation in support of the campaign. The signs will be temporary in nature and will be posted in the morning and removed each evening.

Mayor Chase returned to the meeting at 9:31 AM and Council President Moore turned the Chair of the meeting back to the Mayor.

Ms. Cammeron stated that the signs will be set out at strategic times of the year. She informed the Council that the signs are used throughout the Country.

General discussion was held on when the signs would be used. The Association representatives stated that the signs would most likely be out two or three times a year for one week at a time.

Patti Finley, Police Lieutenant, informed the Council that the Police Department is supportive of this campaign. The Police Department believes that the campaign will help slow traffic in residential areas.

Mayor Chase stated that it is preferred that the campaign be City wide to keep the signage standard. He stated the Association needs to work with the Traffic Engineer on where the signs are placed.

Russ Sanders, Bonneville Neighborhood representative, stated that the signs are temporary and therefore they can be passed around to other groups for use.

It was the consensus of the Council that the program could help in slowing vehicles in the neighborhoods. However, the program will need to be monitored by the College Neighborhood Association to make sure that the signs are being placed and removed as discussed.

Mayor Chase informed the Neighborhood Association that they need to develop a plan on how the signs would be used based upon the requirements of the Planning, Traffic Engineering, and Legal Departments, and provide a handout that lists the steps that other neighborhood associations would need to take in order to participate in the program. Once those issues are completed then the Council will consider a proclamation in support of the campaign.

AGENDA ITEM NO. 5: Sandra Thorne-Brown, Tree Commission member,
TREE ORDINANCE Rich Diehl, Deputy City Attorney, and
PROPOSED CHANGES Michelle Pak, Associate Planner, provided
Council with a summary of the proposed
changes to the Tree Ordinance. The changes related to landscaping
in planter strips. Ms. Thorne-Brown stated that any changes will
incorporate wording from the Comprehensive Plan. She clarified
that concrete cannot be used in the planter strips.

Council expressed concern that the revisions would eliminate some
new items that have been developed for landscaping. Therefore, the
changes need to be revised to allow for new materials. It was also
stated that exceptions need to be allowed for handicapped persons.
Additionally, the proposed changes cannot conflict with ADA
requirements. Council recommended that the permeability of the
material be considered in the proposed changes.

Mr. Diehl informed the Council that the Code Enforcement Division
is also reviewing proposed changes to the Tree Ordinance and their
recommendations will be included in the next proposal presented to
the Council.

AGENDA ITEM NO. 6: John Gribas, Pocatello Arts Council Chair;
ARTS COUNCIL Kim Hirning, Pocatello Arts Council member;
PROPOSAL and Frank Hartlieb, Pocatello Arts Council
member; discussed a proposal to add an Arts
and Culture Chapter to the Pocatello Comprehensive Plan to
encourage arts and culture as a key element in planning for the
community. Mrs. Hirning stated that the proposal does not include
any mandates it provides recommendations on including art and
culture into projects. She stated that the Arts Council studied
plans from various cities before creating the proposal that is
before the Council.

The Pocatello Arts Council members stated that it is their hope
that by including the Arts and Culture Chapter in the Pocatello
Comprehensive Plan it will provide information on different ways to
incorporate art and culture in the community.

It was the consensus of the Council that the Arts Council move
forward with the necessary steps to have the Arts and Culture
Chapter considered for inclusion into the Comprehensive Plan.

AGENDA ITEM NO. 7: Mike Stayner, Deputy Chief of Police; Rick
POLICE GRANT Capell, Police Captain; and David Swindell,
INFORMATION Chief Financial Officer; discussed various
grant applications in anticipation of
requesting formal approval to submit the grants at the April 16,
2009, Regular City Council meeting. Mr. Stayner informed the
Council that some of the grants do require matching funds from the

City. The grants discussed were the Edward Byrne Grant, a grant the Council approved at the April 2, 2009, Regular City Council meeting; COPS Hiring/Recovery Grant Program; COPS Secure Our Schools (SOS) Grant; Edward Byrne Memorial Competitive Grant Program; and a Vest Partnership Grant. Mr. Stayner stated that with the COPS Hiring/Recovery Grant Program the Police Department would hire a Domestic Violence Investigator.

During the discussion, it was stated that if the manning levels fall below the current number of employees, during the four year term of COPS Hiring/Recovery Grant, then the grant will need to be paid back.

It was the consensus of the Council that the grant not be applied for as it takes away the degrees of freedom the City has related to staffing levels.

Staff informed the Council that the COPS Secure Our Schools Grant requires a fifty percent match. School District 25 officials have indicated that they do not have the funds to cover the match.

It was the consensus of the Council that staff should not apply for the COPS Secure Our Schools Grant unless matching funds can be found from sources other than the City.

Mr. Stayner overviewed the Edward Bryne Memorial Competitive Grant Program which pays for an employee for two years. There is no requirement that the position be maintained after the grant period.

During the discussion, it was stated that it takes approximately \$5,000.00 to equip a new officer and over two years it could cost the City approximately \$10,000.00 for a new officer under the grant. If a dispatcher was hired under the grant the costs to the City would be less.

Council stated that any positions hired under the grant need to realize that in two years the position could be eliminated. Council felt the additional dispatcher position would be the best position for use of the grant funds.

Mr. Stayner reminded the Council that the Vest Partnership Grant is a grant that the City applies for every two years. It was mentioned that all grants will come back to the Council for consideration before the grants are accepted.

Mayor Chase called a break at 10:54 AM.

Mayor Chase reconvened the Study Session at 11:02 AM.

AGENDA ITEM NO. 8: David Swindell, Chief Financial Officer,
SERVICE LEVEL presented the Service Level Reports for the
REPORTS CLOSING City Hall/Custodial and Maintenance
REMARKS Department and Finance Department. He
reminded the Council that the custodial
staff needs to pass police background checks, which are necessary
as the staff is required to work in areas where there is sensitive
information. Mr. Swindell reminded the Council that the City's
parking lot is in need of replacement. He stated that he is going
to work with staff to improve communication as it relates to
custodial issues.

Mr. Swindell mentioned that the Finance Department has seen an
increase in reporting requirements. These requirements have
increased the budget for the Finance Department. He stated that
several reports are created by the Department for the citizens.
Staff has created a Citizens Financial Report which in 2007
received the Award of Outstanding Achievement in Popular Annual
Financial Reporting from the Government Finance Officers
Association. Mr. Swindell reminded the Council that each
department's administrative assistant enters payroll and accounting
information at the department level. Since administrative
assistants input all of the financial and payroll information
Pocatello's Finance Department staff is smaller than most cities.

Mr. Swindell provided information on the general financial
condition of the City. He informed the Council that there are some
issues related to receiving reimbursement on grants in a timely
manner.

Mayor Chase excused Mr. Moore from the Study Session at 11:38 AM.

Mr. Swindell continued to discuss the general financial condition
of the City. The information showed that the City's financial
condition has improved. He overviewed the proposed schedule for
the budget process.

Mayor Chase adjourned the meeting at 11:53 AM.

APPROVED:

ROGER W. CHASE, MAYOR

ATTEST:

RHONDA L. JOHNSON, MMC, CITY CLERK