

AGENDA
REGULAR CITY COUNCIL MEETING
NOVEMBER 5, 2026 – 6:00 P.M.
COUNCIL CHAMBERS
911 NORTH 7TH AVENUE

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

In accordance with the Americans with Disabilities Act, it is the policy of the City of Pocatello to offer its public programs, services, and meetings in a manner that is readily accessible to everyone, including those with disabilities. If you are disabled and require an accommodation, please contact Skyler Beebe with two (2) business days' advance notice at 208.234.6248; or 5815 South 5th Avenue, Pocatello, Idaho. Advance notification within this guideline will enable the City to make reasonable arrangements to ensure accessibility.

Any citizen who wishes to address the Council shall first be recognized by the Mayor, and shall then give their name 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.

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.**

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.

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

AGENDA ITEM NO. 2: INVOCATION: The invocation will be offered by Pastor Josh Robinson, representing Gate City Christian Church.

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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. **(ACTION ITEM)**

- (a) MATERIAL CLAIMS:** Council may wish to approve the Material Claims for the period of Oct 16-31, 2026.
- (b) ANIMAL SHELTER ADVISORY BOARD APPOINTMENT:** Council may wish to confirm the Mayor's appointment of Debbie Brooks to serve as a member of the Animal Shelter Advisory Board, replacing Beverly Dixon whose term expired. Debbie's term will begin November 6, 2026 and expire November 6, 2028.
- (c) HISTORIC PRESERVATION COMMISSION REAPPOINTMENT:** Council may wish to confirm the Mayor's reappointment of Darryn Davidson to continue serving as a member of the Historic Preservation Commission. Darryn's term will begin November 20, 2026 and expire November 20, 2029.
- (d) HOUSING ALLIANCE AND COMMUNITY PARTNERSHIPS APPOINTMENT:** Council may wish to confirm the Mayor's appointment of Eulalio Hidalgo to serve as a member of the Housing Alliance and Community Partnerships board, replacing Crystal Lively whose term expired. Eulalio Hidalgo's term will begin November 6, 2026 and expire November 6, 2031.
- (e) LIBRARY BOARD OF TRUSTEES APPOINTMENT:** Council may wish to confirm the Mayor's appointment of Christopher Joslin to serve as a member of the Library Board of Trustees, replacing Azrael Raines who resigned. Christopher's term will begin November 6, 2026 and expire July 1, 2030.
- (f) PLANNING & ZONING COMMISSION APPOINTMENT:** Council may wish to confirm the Mayor's appointment of Brad Willis to serve as a member of the Planning & Zoning Commission, replacing Annie Mendoza who resigned. Brad's term will begin November 6, 2026 and expire November 6, 2028.
- (g) POCATELLO ARTS COUNCIL APPOINTMENT:** Council may wish to confirm the Mayor's appointment of Deanna Cook to serve as a member of the Pocatello Arts Council, replacing Brian Sikorski whose term expired. Deanna's term will begin November 18, 2026 and expire November 18, 2029.
- (h) POCATELLO DEVELOPMENT AUTHORITY APPOINTMENT:** Council may wish to confirm the Mayor's appointment of Richie Evans to serve as a member of the Pocatello Development Authority, replacing David Villarreal who resigned. Richie's term will begin November 6, 2026 and expire May 1, 2027.
- (i) POCATELLO REGIONAL AIRPORT COMMISSION REAPPOINTMENT:** Council may wish to confirm the Mayor's reappointment of Ali Khan to continue serving as a member of the Pocatello Regional Airport Commission. Ali's term will begin November 18, 2026 and expire November 18, 2028.

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(Pertinent information attached)

AGENDA ITEM NO. 4: PROCLAMATIONS:

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.

AGENDA ITEM NO. 6: ITEMS FROM THE AUDIENCE: This time has been set aside to hear items from the audience not listed on the agenda. Items which appear somewhere else on the agenda or that will appear on a future agenda as part of a quasi-judicial hearing 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.)

PUBLIC HEARINGS:

(The procedure that will be used for conducting public hearings is at the end of the agenda.)

AGENDA ITEM NO. 7: PUBLIC HEARING - PROPOSED ORDINANCE TO PROHIBIT THE COMMERCIAL SALE OF KRATOM PRODUCTS: This time has been set aside for the Council to hear comments from the public regarding a proposed ordinance to prohibit the commercial sale of kratom products within the City of Pocatello. **(ACTION ITEM)** (Legislative public hearing)

(Pertinent information attached)

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- AGENDA ITEM NO. 8: PUBLIC HEARING - SECTION 4(F) APPLICABILITY AND DE MINIMIS IMPACT DETERMINATION - NORTH PORTNEUF CROSSING PROJECT:** In accordance with the grant regulations, the City of Pocatello's North Portneuf Crossing Project is subject to 23 U.S.C. § 138 and 49 U.S.C. § 303, commonly referred to as Section 4(f). These regulations protect publicly owned parks and recreation areas, wildlife and waterfowl refuges, and significant historic sites. The project proposes installing an approximately 35,900-cubic-foot stormwater drainage pond in the northeastern portion of the Pacific Steel & Recycling Trailhead parcel. The City is pursuing a de minimis impact determination, which requires agency coordination and public involvement, written concurrence from the official(s) with jurisdiction, and completion of applicable requirements. As part of this process, the City is requesting public comments regarding the proposed installation. No action is required from Council Members at this time. **(ACTION ITEM)** (Legislative public hearing)

(Pertinent information attached)

- AGENDA ITEM NO. 9: PUBLIC HEARING - ANNEXATION & ZONING MAP DESIGNATION - 9200 N. ANDERSON LANE:** This time has been set aside for the Council to hear comments from the public regarding a request from the North Bannock Fire District represented by Barry Whitson of Keller Associates to annex 2.35 acres (more or less) of land located at 9200 N. Anderson Lane (along Pocatello Creek Road) and assign it to the Residential Low Density (RL) zoning district. **(ACTION ITEM)** (Legislative public hearing)

(Pertinent information attached)

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- AGENDA ITEM NO. 10: 2025 STATE HOMELAND SECURITY PROGRAM GRANT ACCEPTANCE - FIRE DEPARTMENT:** Council may wish to approve the Pocatello Fire Department to participate in and accept funding through the Fiscal Year 2025 State Homeland Security Program under the Federal Emergency Management Agency and authorize the Mayor's signature on all applicable documents, subject to Legal Department review. The annual grants support the Regional Response Team for Hazardous Materials and the Idaho Technical Rescue Team for Technical Rescue and provide support for equipment and training to RRT 6 (Hazmat) in the amount of \$10,000 and ITRT 3A (Technical Rescue) in the amount of \$20,000. **(ACTION ITEM)**

(Pertinent information attached)

- AGENDA ITEM NO. 11: PROPOSALS ACCEPTANCE AND CONTRACT APPROVAL FOR THE PORTNEUF VALLEY WILDFIRE RISK REDUCTION AND EDUCATION PROGRAM HAZARDOUS FUEL TREATMENTS PROJECT:** Council may wish to approve the following requests regarding the Portneuf Valley Wildfire Risk Reduction and Education Program Hazardous Fuel Treatments and authorize the Mayor's signature on all pertinent documents, subject to Legal Department review: **(ACTION ITEM)**

- a) Accept the recommendation of the RFP evaluation committee to qualify and award the following firms: Axeline Tree Care, LLC; Castle Peak Contracting, LLC; CR Fence Company, LLC; Retroscape, LLC; Jeff Shupe DBA Surefire Services, Teton Forestry, LLC; and Upper Valley Contracting; and
- b) Authorize a contract for the work between the City of Pocatello and the awarded firms for the Portneuf Valley Wildfire Risk Reduction and Education Program Hazardous Fuel Treatments.

(Pertinent information attached)

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- AGENDA ITEM NO. 12: CHANGE ORDER #3 FOR PRO BUILDERS INC. CONTRACT FOR UPPER CITY CREEK PARKING LOT GRADING:** Council may wish to Authorize Change Order #3 for the Upper City Creek Parking Lot Grading agreement with PRO Builders, Inc. and authorize the Mayor's signature on all applicable documents, subject to Legal Department review. This Change Order totals \$8,851.00 increasing the total contract price to \$98,629.00. Funding for this change order is available in the Recreation Fund 004 which will count toward the total project match. **(ACTION ITEM)**

(Pertinent information attached)

- AGENDA ITEM NO. 13: CAPITAL IMPROVEMENT PLAN PROPOSAL ACCEPTANCE AND CONTRACT APPROVAL BETWEEN CLEARWATER FINANCIAL AND CITY OF POCATELLO:** Council may wish to accept the recommendation of the Capital Improvement Plan RFP evaluation committee and award the project to Clearwater Financial, LLC and authorize the Mayor to execute the professional services agreement between Clearwater Financial, LLC and the City of Pocatello for the Capital Improvement Plan, and authorize the Mayor's signature on all pertinent documents subject to Legal Department review. **(ACTION ITEM)**

(Pertinent information attached)

- AGENDA ITEM NO. 14: EASEMENT AGREEMENT - 3242 IRON BEND:** Council may wish to accept staff recommendation and authorize an easement agreement with Kristopher Shannon, homeowner at 3242 Iron Bend, Pocatello Idaho, and authorize the Mayor's signature on all applicable documents, subject to Legal Department review. It is proposed the City grant an easement to allow his developed yard to remain as is. At some point in the past the fence was placed inside Legacy Park property and his yard was developed with a retaining wall, irrigation, and landscaping. **(ACTION ITEM)**

(Pertinent information attached)

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- AGENDA ITEM NO. 15: EASEMENT AGREEMENT – 2262 LEGACY DRIVE:**
Council may wish to accept staff recommendation and authorize an easement agreement with Laryn Burnett, homeowner at 2262 Legacy Drive, Pocatello Idaho, and authorize the Mayor's signature on all applicable documents, subject to Legal Department review. It is proposed the City grant an easement to allow his developed yard to remain as is. At some point in the past the fence was placed inside Legacy Park property and his yard was developed with a retaining wall, irrigation, and landscaping. **(ACTION ITEM)**

(Pertinent information attached)

- AGENDA ITEM NO. 16: PIGGYBACK BID ACCEPTANCE – POCATELLO REGIONAL TRANSIT:** Council may wish to accept the recommendation of staff to approve the piggyback bid for Georgia State Public Mass Transit Contract #99999-SPD000010 via ABC Companies for the purchase of three (3) urban and three (3) rural light duty Turtle Top Terra Transit cutaway buses at \$172,163.09 each, for a total expenditure of \$1,032,978.54 with a local match of \$103,297.85 Urban and \$103,297.85 Rural and, if approved, authorize the Mayor's signature on all applicable documents, subject to Legal Department review. Funds for the purchase are available in the Pocatello Regional Transit Urban and Rural capital funds. No City funds are used in the Rural program. **(ACTION ITEM)**

(Pertinent information attached)

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- AGENDA ITEM NO. 17: RESOLUTION OF PENDING LITIGATION:** Council may wish to authorize the Mayor's signature on pertinent documents necessary to resolve pending litigation and authorize the use of reserve funds for said resolution, as discussed during the Executive Session held on August 20, 2026, subject to Legal Department review. **(ACTION ITEM)**

(Pertinent information attached)

- AGENDA ITEM NO. 18: 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. **(ACTION ITEM)**

EXAMPLE MOTIONS:

Option 1: FOR ONE READING UNDER RULES SUSPENSION: "I move that 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 that 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:

- 18(a):** An ordinance amending Pocatello Municipal Code Title 17 "Zoning Regulations" to remove redundancies, provide clarity and improve the function of the title. **(ACTION ITEM)**

(Pertinent information attached)

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- 18(b):** An ordinance amending Pocatello Municipal Code Title 6 "Animals" to provide more efficient processes for animal licensing and licensing violations. **(ACTION ITEM)**

(Pertinent information attached)

- 18(c):** An ordinance amending Pocatello Municipal Code Title 5 "Business Licenses" to remove redundancies, provide clarity and improve the function of the title. **(ACTION ITEM)**

(Pertinent information attached)

- 18(d):** An ordinance rezoning property located at 3934 Jason from zoning designation Commercial General (CG) to Residential/Commercial/Professional (RCP), with a concurrent amendment to the future land use map from Commercial (C) to Mixed-Use (MU). **(ACTION ITEM)**

(Pertinent information attached)

AGENDA ITEM NO. 19: 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 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 the hearing.
3. Presentation by applicant.
Note: Remember, applicant bears the responsibility for making their 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 to the application.
8. Testimony by those opposed 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.

Scan the QR code below with your smartphone camera to access the full agenda and attachments.

