CITY OF IDAHO FALLS, IDAHO

COUNCIL MEETING AGENDA
REGULAR MEETING

Thursday, February 27, 2014 **7:30 p.m.**

COUNCIL CHAMBERS
680 PARK AVENUE

The Mayor, City Council, and Staff welcome you to tonight's meeting. We appreciate and encourage public participation. For regular agenda items, an opportunity for public comment is sometimes provided following the staff report. However, the formality of procedures varies with the purpose and subject of the agenda item; therefore, the Mayor may exercise discretion in deciding if and when to allow public comment during the course of the proceedings and limitations may be placed on the time allowed for comments. Citizens wishing to comment on business that is not on the agenda will be provided the opportunity to do so as provided in Item Number 3. Please note that City of Idaho Falls Council Meetings are live streamed at www.idahofallsidaho.gov and archived. Thank you for your interest in City Government.

1. **Call to Order and Roll Call.**

2. **Pledge of Allegiance.**

3. **Public Comment and Mayor's Response Time (Limit 15 Minutes)**: *For members of the Public to speak to the Council regarding matters NOT on the Agenda, not currently pending before the Planning Commission or Board of Adjustment; not the subject of a pending enforcement action; and not relative to a City personnel matter. Please state your name and address for the record and please limit remarks to three (3) minutes. Mayor and/or staff will respond to comments from previous meeting.*

4. **CONSENT AGENDA:** Any item will be removed from the Consent Agenda at the request of any member of the Council and that item will be considered separately later. Approval by roll call vote:

a. Items from the City Clerk:

1. Approval of Minutes from the February 10, 2014 Council Work Session, the February 13, 2014 Regular Council Meeting, and the February 14, 2014 Training/Orientation Meeting.

2. Approval of License Applications, including a BEER License to MacKenzie River Pizza Grill and Pub, all carrying the required approvals.

b. Items from the Public Works Director:

1. Request for authorization to advertise to receive bids for the Sunnyside Park Tennis Court Resurfacing Project.

2. Request for authorization to advertise to receive bids for the Water Service Replacements – Bower Drive, 16th Street to 12th Street.

3. Request for authorization to advertise to receive bids for the Minor Street Overlays 2014 Project.

4. Request for authorization to advertise to receive bids for the Major Street Overlays 2014 Project.

5. Request for authorization to advertise to receive bids for the Seal Coat 2014 Project.

c. Items from the Idaho Falls Power Director:

1. Request for authorization to advertise to receive bids for Phase 2 of the Parking Lot Resurface Project, which involves resurfacing approximately half of the parking lot/yard area at the Idaho Falls Power Administration Building. This project is in the Capital Improvement Plan and in the Fiscal Year 2014 Budget. Phase 1 was completed in 2013.

2. Request for authorization to advertise to receive bids for Old Lower Plant Stop Log Construction. Stop logs are steel structures used in the dewatering of the Old Lower Power Plant to facilitate upgrades at the Old Lower Power Plant. This project is a subset of the Old Lower Plant Upgrade and Rewind Project in the Capital Improvement Plan and in the Fiscal Year 2014 Budget.

3. Request for authorization to advertise to receive bids for the 2014 Underground Reconductor Project. Over the past several years, Idaho Falls Power has been working to replace direct bury cable in areas where frequent outages have been experienced. This year approximately 12,575 feet of conduit and new cable will be placed in the Coachman, Hartert, and Vega Circle Subdivisions. This project is in the Capital Improvement Plan and in the Fiscal Year 2014 Budget.

ACTION: To approve all items on the Consent Agenda according to the recommendations presented.

5. **REGULAR AGENDA**:

A. **Municipal Services Director**:

1. **Bid IF-14-09, Motor Fuel and Lubricants**: This bid provides motor fuel and lubricants for the time frame of March 1, 2014 through March 1, 2015. Based upon the evaluation of the bids, the apparent low bid for Section IV of Petroleum Traders Corporation did not meet specifications. Therefore, it is the recommendation of Municipal Services to accept the lowest responsive, responsible bid of Conrad and Bischoff, Inc. for Section I, II, III, and IV as described below:

Section I	Motor Oil
Section II	Diesel Exhaust Fluid
Section III	Services and Fuel obtained through a Computerized Fuel Dispensing System/Unleaded Gas, Cold Weather Additive and Ultra Low Sulfur Diesel No. 1 and No. 2.
Section IV	Fuel for City Fuel Station – Tanker Load Delivery/ Unleaded Gas, Cold Weather Additive and Ultra Low Sulfur Diesel No. 1 and No. 2. Fuel picked up by City Truck/Ultra Low Sulfur Diesel No. 1.

ACTION: To reject the bid from Petroleum Traders Corporation for Section IV as they did not meet bid specifications and to accept the lowest responsive responsible bid provided by Conrad and Bischoff, Inc. for Section I, II, III, and IV of the Motor Fuel and Lubricants bid as presented, or take other action deemed appropriate.

2. **Bid IF-14-03, Remounting One (1) City-Owned Ambulance Body on a New 2013 Dodge Ram 4500 Cab and Chassis**: This bid provides for the remounting of one (1) refurbished Ambulance Body on a New 2013 Dodge Ram 4500 Cab and Chassis for use by the Fire Department. The Municipal Services Division and the Fire Department are recommending to accept the sole bid of Sawtooth Emergency Vehicles to remount the City-owned ambulance body on a new 2014 Dodge Ram 4500 Cab and Chassis in the amount of $134,246.00.

ACTION: To accept the recommendation of the Municipal Services Division and the Fire Department to accept the sole bid of Sawtooth Emergency Vehicles to remount the One (1) City-Owned Ambulance Body on a New 2014 Dodge Ram 4500 Cab and Chassis in the amount of $134,246.00, or take other action deemed appropriate.

3. **Sole Source Purchase – Transformer Test Set**: Municipal Services respectfully requests authorization to advertise the City's intent to make a sole source purchase following a 14-day period, as per Idaho Code §67-2808, and then to issue a purchase order in the amount of $68,850.00 once the advertisement has been completed. This procurement will be from the manufacturer of the set, Omicron from Houston, Texas.

ACTION: To give authorization for the advertisement of the City's intent to make a sole source purchase following a 14-day period, as per Idaho Code §67-2808, and then to issue a purchase order to Omicron in the amount of $68,850.00 once the advertisement has been completed, or take other action deemed appropriate.

B. **Airport Director**:

1. **Farm Lease Agreement between the City of Idaho Falls and Bill Dixon, Jr.**: This is a Farm Lease Agreement between the City of Idaho Falls and Bill Dixon, Jr. Mr. Dixon's current lease on the property will expire March 31, 2014. The term of the Lease Agreement is for three years and includes 90.98 Acres located in the west quadrant of the Idaho Falls Regional Airport. The City Attorney has prepared and reviewed the Lease Agreement.

ACTION: To approve the Farm Lease Agreement between the City of Idaho Falls and Bill Dixon, Jr. for 90.98 Acres in the west quadrant of the Idaho Falls Regional Airport and give authorization for the Mayor and City Clerk to execute the necessary documents, or take other action deemed appropriate.

2. **Concession Lease Agreement between the City of Idaho Falls and Kathryn Anderson**: This is a Concession Lease Agreement between the City of Idaho Falls and Kathryn Anderson. Ms. Anderson's current lease will expire on February 28, 2014. The Lease term is for four years and will provide for the continued operation of the coffee shop, gift shop, restaurant and lounge at the Idaho Falls Regional Airport. The City Attorney has prepared and reviewed the Lease Agreement.

ACTION: To approve the Concession Lease Agreement between the City of Idaho Falls and Kathryn Anderson for the continued operation of the coffee shop, gift shop, restaurant and lounge at the Idaho Falls Regional Airport and give authorization for the Mayor and City Clerk to execute the necessary documents, or take other action deemed appropriate.

3. **2014 Annual Loan Agreement with the United States Air Force for F86L Aircraft Display**: This is the 2014 Annual Loan Renewal Package from the National Museum of the United States Air Force (NMUSAF) Static Display Program for the loaned property of the F86L Aircraft located at the Idaho Falls Regional Airport.

ACTION: To approve the 2014 Annual Loan Renewal Package from the National Museum of the United States Air Force Static Display Program for the loaned property of the F86L Aircraft located at the Idaho Falls Regional Airport and give authorization for the Mayor to execute the necessary documents, or take other action deemed appropriate.

C. **Public Works Director**:

1. **Professional Engineering Services Agreement – Water System Facility Plan**: This is a Professional Engineering Services Agreement with Murray Smith and Associates, Inc. for a not-to-exceed amount of $264,971.00. This agreement is for conducting a Facility Plan for the Water Department that will include a five-year rate study. The City Attorney has reviewed the proposed Agreement.

ACTION: To approve the Professional Engineering Services Agreement for the Water System Facility Plan in an amount not to exceed $264,971.00 and give authorization for the Mayor and City Clerk to execute the necessary documents, or take such other action deemed appropriate.

2. **Professional Engineering Services Agreement – Sanitation Department Auto-Loading Analysis and Rate Study**: This is a Professional Engineering Services Agreement with SCS Engineers for a not-to-exceed amount of $42,100.00. This agreement is for conducting an auto-load residential garbage collection analysis and five-year rate study. The City Attorney has reviewed the proposed Agreement.

ACTION: To approve the Professional Engineering Services Agreement with SCS Engineers for the Sanitation Department Auto-Loading Analysis and Rate Study in an amount not to exceed $42,100.00 and give authorization for the Mayor and City Clerk to execute the necessary documents, or take such other action deemed appropriate.

D. **Parks and Recreation Director**:

1. **Tautphaus Park Arcade Concession Agreement Renewal**: This is the Tautphaus Park Arcade Concession Agreement between the City of Idaho Falls and LOML, LLC dba Funland. This is a one (1) year agreement that has been reviewed and approved by the City Attorney.

ACTION: To approve the Tautphaus Park Arcade Concession Agreement between the City of Idaho Falls and LOML, LLC dba Funland and give authorization for the Mayor and City Clerk to execute the necessary documents, or take other action deemed appropriate.

2. **Golf Facility Concession Agreement with Canteen Service Vending**: This is a Golf Facility Concession Agreement between the City of Idaho Falls and Canteen Service Vending to operate the Cafés at Pinecrest, Sage Lakes and Sand Creek Golf Courses for the duration of three (3) years. This Agreement has been reviewed and approved by the City Attorney.

ACTION: To approve the Golf Facility Concession Agreement with Canteen Service Vending to operate the Cafés at Pinecrest, Safe Lakes, and Sand Creek Golf Courses for the duration of three years and give authorization for the Mayor and City Clerk to execute the necessary documents, or take other action deemed appropriate.

3. **Phase Two (2) of the Snake River Animal Shelter Construction**: As per the Memorandum of Understanding between the City of Idaho Falls and the Snake River Animal Shelter approved by the City Council on November 22, 2011, the Parks and Recreation Division and the Snake River Animal Shelter Design Review Committee respectfully requests approval of the Mayor and City Council to begin Phase Two of the construction of the Snake River Animal Shelter - the pouring of the concrete pads - as the necessary funding has been obtained.

ACTION: To approve Phase Two of the construction of the Snake River Animal Shelter – the pouring of the concrete pads – as the necessary funding has been obtained, or take such other action deemed appropriate.

E. **Planning and Building Director**:

1. **Final Plat and Reasoned Statement of Relevant Criteria and Standards – Fairway Estates Addition, Division No. 20**: This is an application for the Final Plat and a copy of the Reasoned Statement of Relevant Criteria and Standards for Fairway Estates Addition, Division No. 20. The property is located at the southwest corner of Tower Road and East River Road. The Planning Commission considered this request at its February 4, 2014 Meeting and recommended approval.

ACTION: Following any discussion regarding the Final Plat, in sequential order:

a. To accept the Final Plat for Fairway Estates Addition, Division No. 20 and give authorization for the Mayor, City Engineer, and City Clerk to sign said Final Plat, or take such other action deemed appropriate.

b. To approve the Reasoned Statement of Relevant Criteria and Standards for the Final Plat for Fairway Estates Addition, Division No. 20, and give authorization for the Mayor to execute the necessary documents, or take other action deemed appropriate.

2. **Final Plat and Reasoned Statement of Relevant Criteria and Standards – St. Clair Estates Addition, Division No. 13, First Amended**: This is an application for a Final Plat and a copy of the Reasoned Statement of Relevant Criteria and Standards for St. Clair Estates Addition, Division No. 13, First Amended. This property is located at the northeast corner of Potomac Way and Martha Avenue. The Planning Commission considered this request at its April 16, 2013 Meeting and recommended approval with the condition that a cross-access and shared parking agreement be prepared prior to consideration by City Council. The required agreement was submitted to staff earlier this year.

ACTION: Following any discussion regarding this Final Plat, in sequential order:

a. To approve the Final Plat for St. Clair Estates Addition, Division No. 13, First Amended and give authorization for the Mayor, City Engineer, and City Clerk to sign said Final Plat, or take such other action deemed appropriate.

b. To approve the Reasoned Statement of Relevant Criteria and Standards for the Final Plat for St. Clair Estates Addition, Division No. 13, First Amended and give authorization for the Mayor to execute the necessary documents, or take other action deemed appropriate.

3. **Final Plat and Reasoned Statement of Relevant Criteria and Standards – Safari 66 Addition, Division No. 1, First Amended**: This is the application for a Final Plat and a copy of the Reasoned Statement of Relevant Criteria and Standards for Safari 66 Addition, Division No. 1, First Amended. The property is located at the southwest corner of Pancheri Drive and Skyline Drive. The Planning Commission considered this request at its February 4, 2014 Meeting and recommended approval with the condition that a cross-access agreement be recorded for the two lots and any access to Skyline Drive be at the southern boundary of the property. Staff concurs with this recommendation.

ACTION: Following any discussion regarding this Final Plat, in sequential order:

a. To approve the Final Plat for Safari 66 Addition, Division No. 1, First Amended and give authorization for the Mayor, City Engineer, and City Clerk to sign said Final Plat, or take such other action deemed appropriate.

b. To approve the Reasoned Statement of Relevant Criteria and Standards for Safari 66 Addition, Division No. 1, First Amended and give authorization for the Mayor to execute the necessary documents, or take other action deemed appropriate.

F. **Police Chief**:

1. **Ordinance Amendment to the City of Idaho Falls Juvenile Curfew Ordinance**: This is an Ordinance amending Title 5, Chapter 12 of the City of Idaho Falls Juvenile Curfew Ordinance to make it more consistent with the State Code.

ACTION: To approve the Ordinance under the suspension of the rules requiring three complete and separate readings and that it be read by title and published by summary, or consider the Ordinance on the first reading and that it be read by title, or reject the Ordinance, or take such other action deemed appropriate.

2. **Ordinance Amending Idaho Falls City Code Title 5, Chapter 6, Sections 1, 6, 7, 9, 10, 11, and 12 (Animal Control)**: This Ordinance would amend the City's current Animal Ordinance (Title 5, Chapter 6). The purpose of the amendment is to require spaying and neutering of a dog or cat adopted from the Animal Control Shelter. Additionally, licensing requirements for commercial and non-commercial kennels would be deleted. This amendment also calls for setting a limit on the number of dogs allowed on the premises of any one (1) household or upon the premises of any one (1) business property in the City and to allow impoundment of a nuisance animal. This item was passed on the first reading only at the February 13, 2014 Regular Council Meeting.

ACTION: To approve the Ordinance under the suspension of the rules requiring three complete and separate readings and that it be read by title and published by summary, or consider the Ordinance on the second reading and that it be read by title, or reject the Ordinance, or take such other action deemed appropriate.

Motion to Adjourn.

If you need communication aids or services or other physical accommodations to participate or access this meeting or program of the City of Idaho Falls, you may contact City Clerk Rosemarie Anderson at Telephone Number 612-8414 or the ADA Coordinator Lisa Farris at Telephone Number 612-8323 as soon as possible and they will make every effort to adequately meet your needs.