



**CITY COUNCIL CHAMBERS**  
680 Park Avenue  
Idaho Falls, Id 83402

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*Thank you for your interest in City Government. If you wish to express your thoughts on a matter listed below, it is best to contact Councilmembers by email or personally before the meeting. Be aware that an amendment to this Agenda may be made upon passage of a motion that states the reason for the amendment and the good faith reason that the Agenda item was not included in the original Agenda posting. City Council Meetings are live streamed at [www.idahofallsidaho.gov](http://www.idahofallsidaho.gov), then archived on the city website. If you need communication aids or services or other physical accommodations to participate or access this meeting please contact City Clerk Kathy Hampton at 612-8414 or the ADA Coordinator Lisa Farris at 612-8323 as soon as possible and they will make an effort to accommodate your needs.*

1. **Call to Order.**

2. **Pledge of Allegiance.**

3. **Public Comment.** *Members of the public are invited to address the City Council regarding matters that are not on the Agenda or already noticed for a public hearing. When you address the Council, please state your name and address for the record and please limit your remarks to three (3) minutes. The Mayor may exercise discretion to decide if and when to allow public comment on an agenda item that does not include a public hearing. If the Mayor determines your comments may be made later in the meeting, she will let you know when you may make your comments. Please note that matters currently pending before the Planning Commission or Board of Adjustment which may be the subject of a pending enforcement action, or which are relative to a City personnel matter are not suitable for public comment.*

4. **Consent Agenda.** *Any item may be removed from the Consent Agenda at the request of any member of the Council for separate consideration.*

**A. Item from Idaho Falls Airport:**

- 1) Grant of Easement – Qwest Corporation - Airport Utility

**B. Items from the City Clerk:**

- 1) Approval of Minutes from the April 11, 2016, Work Session and Executive Session, April 14, 2016, Idaho Falls Power Board Meeting, and April 14, 2016, Council Meeting.
- 2) Approval of License Applications, all carrying the required approvals.

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

5. **Regular Agenda.**

**A. Community Development Services**

- 1) **Final Plat and Reasoned Statement of Relevant Criteria and Standards, Waters Park Addition, Division No. 1, 1<sup>st</sup> Amended:** For your consideration is the application for Final Plat and Reasoned Statement of Relevant Criteria and Standards, Waters Park Addition, Division

No. 1, 1<sup>st</sup> Amended. The Planning and Zoning Commission considered this item at its April 5, 2016, meeting and recommended approval by unanimous vote. Staff concurs with this recommendation.

RECOMMENDED ACTIONS: (In sequential order)

- a. To accept the Final Plat for Waters Park Addition, Division No. 1, 1<sup>st</sup> Amended, and give authorization for the Mayor, City Engineer, and City Clerk to sign said Final Plat.
- b. To approve the Reasoned Statement of Relevant Criteria and Standards for the Final Plat for Waters Park Addition, Division No. 1, 1<sup>st</sup> Amended, and give authorization for the Mayor to execute the necessary documents.

**B. Municipal Services**

**1) Bid IF-16-21 Traffic Striping Paint for Public Works:** It is the recommendation of the Public Works and the Municipal Services Departments to reject the low bid of Ozark Materials LLC for not meeting the bid specifications of: 1) Providing bid documentation – paint data sheets; 2) Tote specifications – the paint tote is larger than the specified size. It is further requested to accept the lowest responsive, responsible bid of Ennis Paint, Inc. to furnish the traffic striping paint.

RECOMMENDED ACTION: To accept the lowest responsive, responsible bids of Ennis Paint, Inc. to furnish the traffic striping paint for a lump sum amount of \$42,019.30, and give authorization for the Mayor and City Clerk to sign any necessary documents (or take other action deemed appropriate).

**2) Bid IF-16-11 Rotary and Reel Replacement Mowers for Parks and Recreation Department:** It is the recommendation of the Parks and Recreation and the Municipal Services Departments to accept the lowest responsive, responsible bids listed below to furnish replacement mowers that have reached their useful life. All mowers are budgeted for replacement in the 2015/16 Municipal Equipment Replacement Fund budget.

| Item  | Quantity | Total per Each | Total with Trade-ins | Bidder                      |
|---|----------|----------------|----------------------|-----------------------------|
| New 2016 Rotary Mower (Parks)                                 | 1        | \$13,750.00    | \$13,250.00          | RMT Equipment               |
| New 2016 Reel Sidewinder Mower (Pinecrest)                    | 1        | \$34,608.00    | \$34,108.00          | Turf Equipment              |
| New 2016 Reel Greens Mower (Sage Lakes)                       | 1        | \$33,180.00    | \$32,430.00          | RMT Equipment               |
| New 2016 Reel Fairway Mower with 5 Reels, Hybrid (Sand Creek) | 1        | \$49,664.72    | \$47,164.72          | Bonneville County Implement |
| Lump Sum Total  |          |                | \$126,952.72         |                             |

RECOMMENDED ACTION: To accept the lowest responsive, responsible bids as listed to furnish replacement mowers for a lump sum amount, including trade-ins, of \$126,952.72, and give authorization for the Mayor and City Clerk to sign any necessary documents (or take other action deemed appropriate).

**C. Idaho Falls Police Department**

**1) Amending Civil Service Ordinance:** For your consideration is an amendment to the Civil Service Ordinance. Currently, City Code 2-4-8 requires civil service employees to reside within Bonneville County and within 10 miles of Idaho Falls City limits. It is the desire of department directors with civil service employees to remove the residency requirements for civil service employees.

RECOMMENDED ACTION: To approve the Civil Service 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).

**D. Idaho Falls Fire Department**

**1) Authorization for Additional Architect (CRSA) Fees:** The Architect, CRSA Inc., for Fire Station 1 has requested additional fees for work done in the design and pre-construction phases of the project. The contract with CRSA Inc. provides for a project lump sum of \$163,520.00 and is based upon four phases; Design, Construction Documents, Bidding, and Construction Administration. CRSA Inc. has provided additional design and pre-construction services totaling \$120,005.00.

RECOMMENDED ACTION: To approve payment of \$120,005.00 to CRSA Inc. for additional architect fees, and give authorization for the Mayor and City Clerk to sign any necessary documents (or take other action deemed appropriate).

**6. Motion to Adjourn.**

# **CONSENT AGENDA:**

**MEMORANDUM**

**TO:** Honorable Mayor and City Council

**FROM:** Craig H. Davis, Airport Director

**DATE:** April 28, 2016

**SUBJECT:** \* Consent Agenda \*  
**Grant of Easement – Qwest Corporation - Airport Utility**

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Attached for your consideration is an Airport Utility Easement between the City of Idaho Falls, Idaho and Qwest Corporation. This Easement will allow Qwest to connect to existing easements and extend communication lines to service current and future Airport Lessees near the main terminal (including the new Enterprise RAC service lot).

The City Attorney has reviewed said easement.

The Airport Department respectfully requests approval for the Mayor to sign and execute said document.

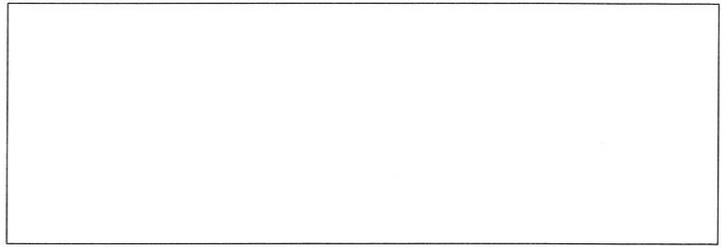
Respectfully submitted,



Craig H. Davis  
Airport Director

c: City Clerk

# GRANT OF EASEMENT



THIS INDENTURE, is made this \_\_\_\_ day of \_\_\_\_\_, 20\_\_ between the City of Idaho Falls, Idaho, a municipal corporation of the State of Idaho, whose address is P.O. Box 50220 (hereinafter "GRANTOR"), and QWEST Corporation, a Colorado Corporation d/b/a CenturyLink QC, whose address is 8021 SW Capitol Hill Road, Portland, Oregon 97219 (hereinafter "GRANTEE").

## WITNESSETH

For and in consideration of the sum of One and No/100 Dollars (\$1.00) and other good and valuable consideration paid by GRANTEE, the receipt of which is hereby acknowledged, GRANTOR does hereby grant, bargain and convey unto GRANTEE, and its successors and assigns, a communications utility easement over, across and under the following described real estate, situated in the County of Bonneville, State of Idaho, to-wit:

### **See Attached Exhibit "A" and Exhibit "B"**

This communications utility easement may be used for the construction, maintenance, and repair of communication lines, equipment and appurtenant improvements placed on the premises hereunder, and GRANTEE shall have the right, at GRANTEE's expense, to remove, cut, trim any trees, brush, ornamental shrubbery or plants, or other obstructions on said premises which may injure or interfere with the use thereof by the GRANTEE for such purposes. Such right may be exercised with reasonable notice to GRANTOR or its heirs, successors or assigns.

GRANTOR further limits the terms of this grant, as follows: No item can be constructed at an elevation above a maximum six (6) feet in height above the existing ground surface within the communications utility easement.

To have and to hold unto GRANTEE and its successors and assigns forever.

IN WITNESS WHEREOF, GRANTOR has hereunto subscribed her hand and seal on this day and year first above written.

"GRANTOR"

CITY OF IDAHO FALLS, IDAHO

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By: Rebecca L. Noah Casper, Mayor

STATE OF IDAHO                    )  
  ) ss:  
County of Bonneville            )

On this \_\_\_\_\_ day of \_\_\_\_\_, 201\_, before me, the undersigned, a notary public, in and for said State, personally appeared Rebecca L. Noah Casper, known or identified to me to be the Mayor of the City of Idaho Falls, Idaho, and whose name is subscribed to the within instrument and acknowledged to me that she is authorized to execute the same for and on behalf of said GRANTOR, City of Idaho Falls, Idaho.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal, the day and year in this certificate first above written.

\_\_\_\_\_

Notary Public of Idaho

Residing at: \_\_\_\_\_

My Commission Expires: \_\_\_\_\_

(Seal)

# Exhibit "A"

## COMMUNICATIONS EASEMENT

Part of the Southwest Quarter of Section 12, Township 2 North, Range 37 East of the Boise Meridian, Bonneville County, Idaho, described as follows:

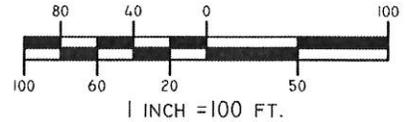
COMMENCING at the Southwest Corner of said Section; and running thence along the South Line of said Section S89°46'41"E 82.49 feet to the **TRUE POINT OF BEGINNING**; THENCE N44°52'10"E 42.64 feet; THENCE N22°29'43"W 2.60 feet; THENCE S67°58'25"W 4.12 feet; THENCE N22°34'17"W 18.96 feet; THENCE N67°42'16"E 4.14 feet; THENCE N22°29'43"W 56.61 feet; THENCE N3°03'44"W 308.99 feet; THENCE N0°02'46"W 149.28 feet to the South Line of Lot 10, Block 8 of the Airport Industrial Park Addition Division No. 6 recorded with the Bonneville County Recorder as instrument number 759782; THENCE along the said South Line of Lot 10, S89°59'09"E 12.00 feet to the South East Corner of said Lot 10; THENCE S0°02'50"E 149.02 feet; THENCE S3°03'44"E 306.55 feet; THENCE S22°29'43"E 84.13 feet; THENCE S44°52'10"W 38.78 feet to a point on the South Line of said Section; THENCE running along the South Line of said Section N89°46'49"W 16.87 feet to the **TRUE POINT OF BEGINNING**.



# "EXHIBIT B"

LOT 10 BLK 8  
Airport Industrial Park  
Addition Div. 6

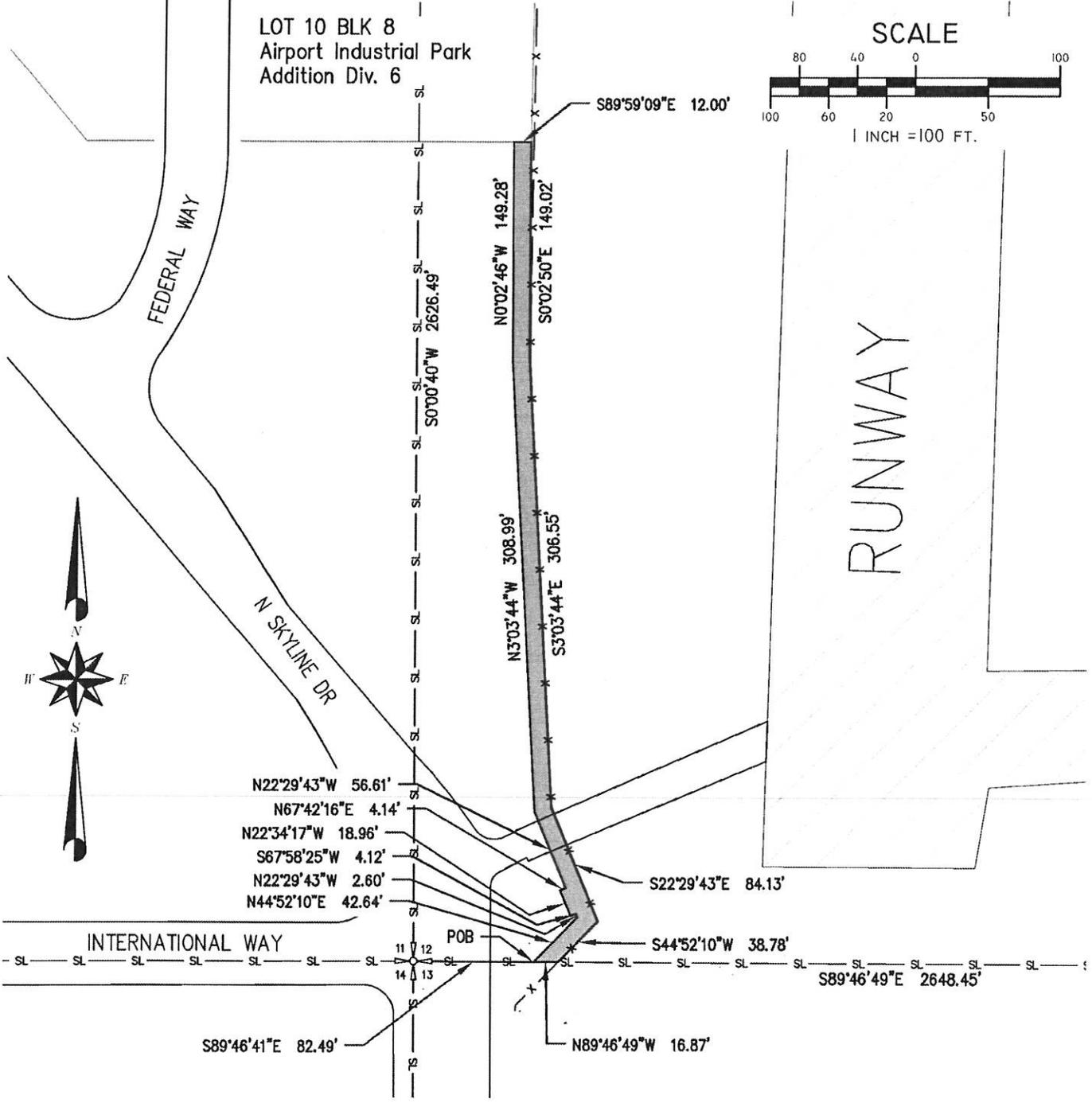
SCALE



FEDERAL WAY

N SKYLINE DR

RUNWAY



N22°29'43\"W 56.61'  
N67°42'16\"E 4.14'  
N22°34'17\"W 18.96'  
S67°58'25\"W 4.12'  
N22°29'43\"W 2.60'  
N44°52'10\"E 42.64'

S22°29'43\"E 84.13'

S44°52'10\"W 38.78'

S89°46'49\"E 2648.45'

S89°46'41\"E 82.49'

N89°46'49\"W 16.87'

INTERNATIONAL WAY

POB



|  |                       |                 |
|--|-----------------------|-----------------|
| <b>CITY OF IDAHO FALLS</b><br>ENGINEERING DEPARTMENT   |                       |                 |
| <b>EXHIBIT "B"</b><br><b>COMMUNICATIONS EASEMENT</b><br>SW¼, SW¼, SEC. 12, T.2N., R.37E., B.M. |                       |                 |
| SCALE: 1"=100'   | PROG. NO. AIR-2016-00 | DATE: 4-12-2016 |
| COMPUTER   |                       | SHEET NO.       |
| DWG: UTILITY EASEMENT.DWG  |                       | 4 OF 4          |
| PLOT DATE: APRIL 12, 2016  |                       |                 |

**APRIL 11, 2016**

The City Council of the City of Idaho Falls met in Special Council Meeting (Council Work Session), Monday, April 11, 2016, at the City Council Chambers in the City Annex Building located at 680 Park Avenue in Idaho Falls, Idaho at 3:00 p.m.

There were present:

Mayor Rebecca L. Noah Casper  
Councilmember John B. Radford  
Councilmember Barbara Ehardt  
Councilmember Thomas Hally  
Councilmember David M. Smith (by telephone)  
Councilmember Ed Marohn  
Councilmember Michelle Ziel-Dingman

Also present:

Kerry McCullough, Public Information Officer  
Dana Briggs, Economic Development Coordinator  
Pamela Alexander, Municipal Services Director  
Mark Hagedorn, Controller  
Thane Sparks, Chief Information Officer  
Joseph Nilsson, Systems Administrator  
Greg Weitzel, Parks and Recreation Director  
PJ Holm, Superintendent of Recreation  
Chris Fredericksen, Public Works Director  
Kent Fugal, City Engineer  
Brad Cramer, Community Development Services Director  
Mark McBride, Police Chief  
Jackie Flowers, Idaho Falls Power Director  
Randy Fife, City Attorney  
Kathy Hampton, City Clerk

Mayor Casper called the meeting to order at 3:03 p.m. with the request to accept Planning and Zoning Commission actions.

It was moved by Councilmember Marohn, seconded by Councilmember Hally, to accept the Planning and Zoning Commission actions (from April 5, 2016, meeting). Roll call as follows: Aye – Councilmembers Marohn, Dingman, Ehardt, Hally, Radford, Smith. Nay – none. Motion carried.

**Mayor's Report:**

Photo opportunity on April 16, for Friends of the Library in conjunction with Idaho Gives Day.  
Kerry McCullough is providing information regarding Facebook shares with the daily morning news alerts.  
Mayor Casper requested all Councilmembers inform Ms. McCullough of any Opinion Editorials that may be published in the Post Register to allow any possible assistance.  
Ground-breaking on the new Fire Station may cause parking issues for City employees, future discussion will occur.  
Mayor Casper requested all Councilmembers keep their City calendar up to date for scheduling purposes.  
Idaho Business Review reported on the expansion of Northwest Cosmetic Laboratories (located in Idaho Falls), Mayor Casper stated Ms. Briggs was very instrumental in this project.

**APRIL 11, 2016**

Mayor Casper invited Councilmember Marohn to provide an update of the Veteran's Cemetery. Councilmember Marohn stated a proposal has been sent to the State for a proposed veteran's cemetery located at Fielding Memorial Cemetery or Ammon Cemetery. Council approval would be required if Fielding Memorial is selected as the desired location. Councilmember Marohn indicated the selection process may take approximately 2-3 years to complete. He briefly reviewed future veteran's events as part of the City being selected to support the anniversary of the Vietnam War.

Mayor Casper reviewed calendar items as follows:

April 15 and 16, Strategic Planning

April 19, Mayor's Business Day

April 23, Earth Day and Worker's Memorial Proclamation

May 3, Budget Watch at the Library, 6:30-8:00 p.m.

May 6-16, Clean and Green

May 9, Work Session will be shortened due to hosting Ammon City Council for joint meeting

May 23, ribbon cutting for Westside Trail (greenbelt) and Mayor's Bike Ride

June 20, Council Meeting rescheduled due to Association of Idaho Cities (AIC) Annual Meeting in Boise on June 22-24

July 4, public safety conversations currently in progress

Council Reports:

Councilmember Hally indicated the Northwest Association of Parks and Recreation Annual Conference will be held October 17-19 at the Shilo Inn.

Councilmember Marohn stated during a recent inspection of the Idaho Falls Fire Department (IFFD) Airport Station by the Federal Aviation Administration (FAA), the department passed all requirements above and beyond expectations. He indicated the FAA has requested the IFFD to offer assistance to other airport fire departments with their training management program.

Councilmember Ehardt indicated the snow removal public meeting was well attended. Community input has also been well received.

Councilmember Dingman had no items to report.

Councilmember Radford stated the Zoo at Tautphaus Park recently opened with a record number of attendees, and he recognized the numerous hours of volunteer service. He indicated the new high school being built by School District 93 will include a library branch. He commented Phase I of signage and wayfinding will be occurring in the near future.

Councilmember Smith had no items to report.

Mayor Casper introduced Amanda Ely, Executive Director, for the following presentation with general discussion throughout:

Targhee Regional Public Transportation Authority (TRPTA):

Who We Are:

- TRPTA is a government entity under Idaho Code Title 40, Chapter 21 in 1996. TRPTA received its authorization as a grant recipient from the Governor at that time. TRPTA's purpose as an authority – a political subdivision of the state of Idaho shall provide public transportation services, encourages private transportation programs and coordinate both public and private transportation programs, services and support functions. The board shall be composed of not less than five (5) members. Mayor Casper indicated the City representatives consist of Mike O'Bleness and Councilmember John Radford.

How We Operate:

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- TRPTA currently provides transportation service in District 6, which includes the cities of Idaho Falls, Rexburg, Driggs, Victor, St. Anthony and surrounding areas. Service types include Fixed Routes (in Idaho Falls only), Paratransit (door-to-door as requested) around the fixed route stops, and Demand Response (curb-to-curb) in Idaho Falls, Rexburg, Driggs, and surrounding areas.
- Fleet:
  - Idaho Falls – 12 total (four (4) fixed route, eight (8) demand response/paratransit) buses
  - Rexburg – five (5) demand response buses
  - Driggs – two (2) demand response buses
- TRPTA currently receives majority of funding through two (2) federal grants:
  - Small Urban 5307 Grant, populations under 200,000
  - Rural Grant 5311, used in rural areas of District 6

### How We Are Funded:

- TRATA receives funding from the following sources:
  - City of Idaho Falls - \$110,000
  - Bonneville County - \$40,000
  - City of Ucon - \$1,500
  - City of Ammon - \$1,000
    - Total local government match = \$152,000 annually
  - Department of Health and Welfare-Medicaid ~\$470,000/yr
  - Small Urban 5307 ~\$600,000/yr
  - Rural 5311 ~\$300,000/yr
  - Bus Wrap revenue ~\$3,000/yr
  - Lease revenue ~\$18,000/yr

Ms. Ely reviewed a timeline of past events beginning with City Council request for change in January 2012-13.

### Our Future:

- Move toward coordination with public and private providers
- Fixed route between Idaho Falls and Rexburg
- Additional fixed routes in Idaho Falls and two (2) fixed routes within Rexburg
- Enhance employee benefits
- Dedicate funding for fleet replacement
- Rebrand
- Transition to dispatching technology

Municipal Services presented the following items:

### Hydro Electric Insurance Policy Proposal:

Director Alexander indicated Council will be required to approve the annual Hydro Electric Insurance Policy. Mr. Hagedorn briefly reviewed updated changes to the Moreton and Company policy, including minimal increases for property and structural coverage and inclusion of terrorism coverage. Mr. Hagedorn recommended including terrorism coverage on a tier-level with future evaluation. After brief discussion, it was decided this item will be placed on the April 14, 2016, Council Meeting Consent Agenda for Council approval.

### City Bandwidth Use Presentation:

Mr. Sparks stated the current uses of bandwidth include in-coming and out-going communication, City-wide Virtual Private Network (VPN), public safety (Fire, Police, mobile dispatching), City-wide email, website, streaming of Council Meetings, applications, System Maintenance, and remote devices. The City also shares connection and equal costs with Bonneville County. Mr. Nilsson reviewed current use of bandwidth with outside service companies. Mr. Sparks requested an increase in bandwidth to allow technology forecasts of additional

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streaming video, remote applications, outside consulting firms needing access to internal resources (Cayenata, CRW-TRAKiT), Priority Based Budgeting platform, additional cloud services, and disaster backup. Brief discussion followed regarding the shared cost with Bonneville County. Recommendation to increase the bandwidth and continual shared cost with Bonneville County will be presented for Council approval in the near future.

Parks and Recreation presented the following item:

### Special Event Permit Policy & Procedure and Fee Update:

Director Weitzel stated the Special Event Permit and related Ordinance was approved by Council in December, 2015, but no fee had been established. He indicated Mr. Holm has researched other comparable cities to determine an appropriate fee for this permit. Mr. Holm reviewed the special events application process including the timeframe for departmental reviews, proposed policy and procedures as recommended from the Special Events Committee, and proposed fees. He stated all fees collected will be distributed accordingly to the appropriate departments. Facility rental fees, which would not include actual costs of services, could be waived for non-profit organizations only. General discussion followed regarding waiver requirements as well as concessionaire fees collected. It was decided the proposed fee for the Special Event Permit will be placed on the April 14, 2016, Council Meeting Regular Agenda for Council approval.

Public Works presented the following item:

### Traffic Signal Removal Study:

Director Fredericksen stated the Idaho Falls Traffic Signal Removal Study was federally funded through the Bonneville Metropolitan Planning Organization (BMPO). Phase I of the study has been completed, Phase II will include public involvement. He then turned to Mr. Fugal for Phase I presentation. Mr. Fugal stated the Traffic Signal Timing Project conducted in 2009 recommended the City remove some traffic signals that may not meet signal warrants. Twelve intersections were selected for the study with Idaho Transportation Department (ITD) sharing the study cost. Intersections included:

- 17<sup>th</sup> Street and June Avenue
- 17<sup>th</sup> Street and Jennie Lee Drive
- 17<sup>th</sup> Street and Ponderosa Drive
- 17<sup>th</sup> Street and St. Clair Road
- Holmes Avenue and 12<sup>th</sup> Street
- Holmes Avenue and 9<sup>th</sup> Street
- Holmes Avenue and 7<sup>th</sup> Street
- Holmes Avenue and Elva Street
- Broadway Street and Lindsay Boulevard (ITD Jurisdiction)
- Broadway Street and Shoup Avenue (ITD Jurisdiction)
- Yellowstone Avenue and A Street (ITD Jurisdiction)
- Yellowstone Avenue and B Street (ITD Jurisdiction)

Mr. Fugal reviewed the warrants as contained in the Manual on Uniform Traffic Control Devices (MUTCD), as well as the evaluation process preliminary screening. The four (4) warrants used in the study included eight-hour vehicular volume, four-hour vehicular volume, pedestrian volume, and intersection near a railroad grade crossing. He indicated four (4) intersections did not meet any warrants and will be candidates for the next stage. Those intersections consisted of: 17<sup>th</sup> Street and June Avenue, 17<sup>th</sup> Street and Ponderosa Drive, Broadway Street and Lindsay Boulevard, and Broadway Street and Shoup Avenue. Next steps in the study will include field delay study, detailed traffic analysis, cost evaluation, public outreach, and signal removal. Mr. Fugal indicated these next steps will be occurring in the upcoming months.

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Community Development Services presented the following items:

Sidewalk Alcohol Consumption Policy Discussion:

Mayor Casper indicated there has been consistent interest from the Idaho Falls Downtown Development Corporation (IFDDC) for a proposed ordinance regarding sidewalk alcohol consumption. Director Cramer stated there have been communications with the IFDDC, the Idaho Falls Police Department, the Legal Department, Community Development Services, and Councilmembers with specific requirements, a possible approval process, and any other concerns. This ordinance would allow patrons of establishments without restaurant services to consume alcohol on downtown public sidewalks with required restrictions including barriers and/or enclosures and established hours. Chief McBride indicated majority of establishments outside of the downtown area have patios or parking lots which currently allows outside alcohol consumption. He stated the current ordinance was based on officer and public safety from previous altercations. After brief discussion, it was decided staff should proceed with the ordinance.

Annexations Update:

Director Cramer stated due to annexation concerns from previous Councilmembers/administration, his staff has been evaluating locations of parcels currently receiving City services, which are not annexed, indicating there are approximately 300 specified parcels. He reviewed parcels receiving City services which also have an agreement to become annexed once contiguous to City, as well as locations which have unimproved frontage. He indicated annexation includes a residential or commercial fee which, according to policy, can be waived if the City is initiating the annexation. He reviewed comparison of power rates, stating there is no requirement for an annexed customer to change their power services. Director Flowers briefly reviewed the Rocky Mountain Power buyout practice and stated motivation to annex customers should be separate from the power concerns. Director Cramer stated the Council will be required to decide which annexation fees to waive, including improvement of infrastructure, and should be prepared for citizen disapproval. After brief discussion it was decided to proceed with the annexation process to those parcels which currently have infrastructure.

There being no further business, it was moved by Councilmember Marohn, seconded by Councilmember Dingman, to move into Executive Session at 6:30 p.m. which has been called pursuant to the provisions of Idaho Code Section 74-206(1)(f) To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated; and Idaho Code Section 74-206(1)(j) To consider labor contract matters authorized under Idaho Code section 74-206(1)(a) and (b), and Idaho Code Section 74-206A(1)(a) Considering a labor contract offer or to formulate a counteroffer, and not reconvene into Work Session. Roll call as follows: Aye – Councilmembers Ehardt, Marohn, Hally, Radford, Smith, Dingman. Nay – none. Motion carried.

The City Council of the City of Idaho Falls met in Special Council Meeting (Executive Session), Monday, April 11, 2016, at the City Annex Conference Room located at 680 Park Avenue in Idaho Falls, Idaho at 6:38 p.m., pursuant to the provisions of Idaho Code Section 74-206(1)(f) To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated; and Idaho Code Section 74-206(1)(j) To consider labor contract matters authorized under Idaho Code section 74-206(1)(a) and (b), and Idaho Code Section 74-206A(1)(a) Considering a labor contract offer or to formulate a counteroffer.

There were present:

Mayor Rebecca L. Noah Casper  
Councilmember Thomas Hally  
Councilmember David M. Smith (by telephone)  
Councilmember Michelle Ziel-Dingman

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Councilmember Barbara Ehardt  
Councilmember Ed Marohn  
Councilmember John B. Radford

Also present:

Jackie Flowers, Idaho Falls Power Director  
Dave Hanneman, Fire Chief  
Randy Fife, City Attorney

There being no further business, it was moved by Councilmember Marohn, seconded by Councilmember Hally, to adjourn at 7:57 p.m. which motion passed followed a unanimous vote.

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CITY CLERK

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MAYOR

**APRIL 14, 2016**

The City Council of the City of Idaho Falls met in Special Council Meeting (Idaho Falls Power Board Meeting), Thursday, April 14, 2016, at the Idaho Falls Power Conference Room, located at 140 S. Capital Avenue in Idaho Falls, Idaho at 8:00 a.m.

There were present:

Mayor Rebecca L. Noah Casper  
Councilmember Michelle Ziel-Dingman  
Councilmember David M. Smith (arrived at 8:05 a.m.)  
Councilmember Ed Marohn  
Councilmember Barbara Ehardt  
Councilmember Thomas Hally  
Councilmember John B. Radford

Also present:

Jackie Flowers, Idaho Falls Power Director  
Bear Prairie, Idaho Falls Power Assistant Director  
Randy Fife, City Attorney  
Kathy Hampton, City Clerk

Mayor Casper called the meeting to order at 8:01 a.m. and turned the meeting to Director Flowers.

Director Flowers expressed her appreciation to Barb Sanderson for her diligent work with Idaho Falls Power (IFP) over the course of several years. She introduced Stacy Scott as the new accountant, under the direction of the Municipal Services Department, for IFP.

**Idaho Falls Power FY16 Q1 Report:**

Director Flowers stated revenues collected were 24% of projected and expenses were 29.9% of budget, largely due to rollover of capital projects already under contract. The Rate Stabilization Fund and the Transmission & Distribution (T&D) Capital Funds are each within the balanced range, the Electric Light Fund has slightly decreased. Overall, IFP is in a strong financial position. General discussion followed regarding hedge, load forecast, and rate adjustments with regard to consumers, energy efficiency, and the economy. Mr. Prairie indicated from October through March the residential consumption use decreased 8% of kilowatt sales, commercial consumption use decreased 6%, while small and large industrial use increased 6%.

**Power Supply Report and Forecast:**

Mr. Prairie stated the Net Power Supply Cost increased 16% from the prior year, or approximately \$1 million. Expenses increased just under \$200,000 while revenue decreased by a little over \$900,000. He indicated this was due to less kilowatt hours to sell due to low stream flows as well as low wholesale market prices during times of when we did have surplus wholesale power. Mr. Prairie also noted in December there was discussion with Bonneville Power Administration (BPA) that IFP drafted to the lower allowed elevation on Grand Coulee. He went on to explain that December was the only month that had average temperatures with the cold weather. He was advised of the risk to potentially drafting too low in BPA's view to which he replied he was monitoring snow pack and felt there was adequate water for their current elevation. BPA in late January then informed all slice customers of the decision to do drum gate maintenance at Grand Coulee due to normal to above normal snow pack levels. This decision resulted in BPA and all slice customers being required to draft Grand Coulee down rapidly, this increased generation in the northwest along with mild temperatures resulted in wholesale power prices to collapse. Mr. Prairie noted that the negative financial effects this had on IFP's net power supply expenses was to an even greater degree experienced by BPA for their power supply expenses and surplus revenue. This was a deviation of

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over \$100 million in BPA's total power budget from rate case. He explained that deviations from BPA rate case numbers to actuals is trued up in BPA's follow rate case process. Brief discussion followed including the forecast net power supply costs projecting potential impacts of future BPA rate increases. Mr. Prairie indicated IFP is at 22.69% for net power supply expenses through Q1. Heavy load and light load prices remain stable, with regular transactions of buying and selling of power. He stated the water outlook indicates above normal precipitation and as well as snowpack, indicating all reservoirs should fill this year although wholesale market prices for surplus revenue sales remain historically low.

### Circa (Fiber) FY16 Q1 Report and Project Update:

Director Flowers reviewed 1<sup>st</sup> Quarter Revenue, Operations & Maintenance (O&M), Net Operating Revenue and Net Revenue (Loss) stating revenues were at 23% of budget and expenses at 51.9% of budget. Revenues included prepay of leased pairs, monthly costs per backbone pair lease, and reimbursement for new extension requests. Expenses included billable construction work orders and professional services. She stated that the fiber optic network serves as the utility's central nervous system. She indicated the number of available leased pairs of fiber is limited with only 5 remaining. Service providers are leasing 14 pairs for 324 drops while private businesses are leasing 11 pairs for 64 drops. The original loan was paid off in December 2015, however, the fund will show fluctuating loan balance as money is expended for extensions then collected for payment. A net positive revenue position at year end is anticipated. Director Flowers updated the Council on the fiber expansion study project indicating consultants (both engineering and business) are finalizing their analysis for the Idaho Falls fiber network. These consultants have been involved in hundreds of municipal fiber projects throughout the country. The report is very thorough, analyzing alternatives including strength of the business model and identifying a required subscription rate to support the business analysis. The consultants will present findings to the City Council on May 23, after which next steps will be determined and will likely include developing a schedule for community dialog to consider the options and interest of the citizens in pursuing expansion of the fiber network. The utility will continue to engage its focus group throughout the process and would welcome participation by any members of the public who are interested in participating in a more detailed discussion. General discussion followed regarding the legal ruling related to Ammon's fiber network. Director Flowers did suggest that the City should consider working with other cities to pursue legislative language to reinforce City options related to fiber optic infrastructure, likely through Association of Idaho Cities (AIC).

### Logo (Idaho Falls Power and Fiber):

Director Flowers stated IFP has received a quote from Hunt Design to continue the logo project with development of the new IFP and Circa/Fiber logos. Discussion about rebranding the fiber network to Idaho Falls Fiber and incorporating elements of the Circa logo into the new logo with a consistent look to the new City logo led to general concurrence to proceed. Councilmembers commented that the current Circa logo is not broadly recognized. Director Flowers is hopeful the new IFP logo can be completed to coincide with the timing of the updated utility statements.

### New Billing Statements:

Director Flowers stated the new billing statements are targeted to go live in July, 2015. The statements will be more customer friendly and will supply information on bill reading. Due to transitioning of new software the electronic billing may not occur for several months. IFP, through coordination with Municipal Services, is preparing a Request for Proposal (RFP) for possible outsourcing of printing, stuffing, and mailing statements. Auto-pay and level-pay options will remain, pre-pay options and after-hours kiosks at remote locations are being considered for future deployment.

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UAMPS (Utah Associated Municipal Power Systems) Toolkit Summary:

Director Flowers indicated the presentation materials were not received from UAMPS for this item but when she gets the materials from the workshop, she will share them with City Council. Discussion items from UAMPS included understanding the business of public power, the history, benefits, mitigating risks, and value. It was recommended to schedule strategic sessions at least once a year where no action items are expected but rather the discussion centers around the future of electric industry. Other recommendations included implementation of Power Cost Adjustment (PCA), appropriate adjustment to the monthly service charge, establishing prudent financial policy, and maintaining necessary cash on hand. The importance of accurate and updated system valuation was discussed regarding good reports, asset valuation, and best practices. City Council requested that the reliability indices should be a future discussion item.

There being no further business, it moved by Councilmember Dingman, seconded by Councilmember Marohn, that the meeting adjourn at 11:07 a.m., which passed following a unanimous vote.

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CITY CLERK

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MAYOR

**APRIL 14, 2016**

The City Council of the City of Idaho Falls met in Regular Council Meeting, Thursday, April 14, 2016, in the Council Chambers in the City Annex Building located at 680 Park Avenue in Idaho Falls, Idaho at 7:30 p.m.

There were present:

Mayor Rebecca L. Noah Casper  
Councilmember David M. Smith  
Councilmember Thomas Hally  
Councilmember Michelle Ziel-Dingman  
Councilmember John B. Radford  
Councilmember Barbara Ehardt  
Councilmember Ed Marohn

Also present:

Randy Fife, City Attorney  
Kathy Hampton, City Clerk  
All available Department Directors

Mayor Casper invited Ethan Dunbar, a 7<sup>th</sup> grader at Eagle Rock Middle School and Boy Scout Troop #393, to come forward and lead those present in the Pledge of Allegiance.

It was moved by Councilmember Dingman, seconded by Councilmember Smith, to amend the Regular Agenda to remove items 5.E.4. a-e, and 5.E.5. a-b, which included public hearings, from the agenda due to the applicants' requests to pull the applications. Roll call as follows: Aye – Councilmembers Ehardt, Marohn, Hally, Radford, Smith, Dingman. Nay – none. Motion carried.

Mayor Casper announced and expressed congratulations to Amy Lewis, an Idaho Falls Police Department employee, who was recently awarded 2015 Dispatcher of the Year. This award is in conjunction with the National Public Safety Telecommunications Week.

Mayor Casper requested any public comment not related to items on the agenda. No one appeared. Councilmember Ehardt stated she had a recent opportunity to speak with Boy Scout Troop #228, and a young man by the name of Kenyon requested Mayor Casper declare that homework should be illegal.

**Consent Agenda Items:**

Idaho Fall Power requested Council ratification for power transactions with Shell Energy.

Municipal Services requested approval of Hydro Property Insurance with Starr Technical Risks Agency, Aspen Specialty Insurance Company, Essex Insurance Company, Lloyds of London, Insurance Company of the West, and Landmark American Insurance.

The City Clerk requested approval of minutes from the March 10, 2016, Idaho Falls Power Board Meeting, March 10, 2016, Council Meeting, March 21, 2016, Work Session, March 24, 2016, Idaho Falls Power Board Meeting, and March 24, 2016, Council Meeting.

The City Clerk requested approval of the Expenditure Summary for the month of March, 2016.

| <b><u>FUND</u></b> | <b><u>TOTAL EXPENDITURE</u></b> |
|--------------------|---------------------------------|
| General Fund       | \$1,030,390.30                  |

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|   |                       |
|---|-----------------------|
| Street Fund                                 | 70,731.40             |
| Recreation Fund                             | 29,363.08             |
| Library Fund                                | 43,444.81             |
| Municipal Equipment Replacement Fund (MERF) | 120,000.00            |
| Electric Light Public Purpose Fund          | 54,141.60             |
| Golf Fund                                   | 95,278.67             |
| Self-Insurance Fund                         | 94,350.84             |
| Street Capital Improvement Fund             | 21,520.38             |
| Water Capital Improvement Fund              | 45,920.00             |
| Airport Fund                                | 43,580.54             |
| Water and Sewer Fund                        | 237,022.44            |
| Sanitation Fund                             | 5,421.28              |
| Ambulance Fund                              | 39,924.05             |
| Electric Light Fund                         | 4,482,635.33          |
| Payroll Liability Fund                      | 3,472,793.44          |
| <b>TOTAL</b>                                | <b>\$9,886,518.16</b> |

The City Clerk requested approval of the Treasurer's Report for the month of March, 2016.

The City Clerk requested approval of license applications, all carrying the required approvals.

It was moved by Councilmember Marohn, seconded by Councilmember Ehardt, to approve all items on the Consent Agenda according to recommendations presented. Roll call as follows: Aye – Councilmembers Radford, Ehardt, Hally, Smith, Marohn, Dingman. Nay – none. Motion carried.

**Regular Agenda Items:**

The Municipal Services Department submitted the following items for Council consideration:

Subject: Bid IF-16-19 Water Line Materials

For consideration is the tabulation for the above subject bid. The materials required are budgeted items in the Water Fund.

| <u>Description</u>                  | <u>Bidder</u>        | <u>Amount</u> |
|-------------------------------------|----------------------|---------------|
| Section I: Ductile Iron Pipe        | HD Supply Waterworks | \$173,198.22  |
| Section II: Main Line Pipe Fittings | HD Supply Waterworks | 29,589.22     |
| Section III: Main Line Valves       | HD Supply Waterworks | 51,134.00     |
| Section IV: Meter Material          | Ferguson Waterworks  | 120,693.75    |
| Section V: Service Line Materials   | Ferguson Waterworks  | 33,689.00     |
| Section VI: Copper and Poly Tubing  | Ferguson Waterworks  | 3,091.50      |
| Section VII: Galvanized Materials   | HD Supply Waterworks | 6,472.50      |
| Section VIII: Hydrants              | HD Supply Waterworks | 21,775.00     |
| Section IX: Clamps                  | HD Supply Waterworks | 4,344.66      |
| Total Purchase Amount               |                      | \$443,987.85  |

It was moved by Councilmember Marohn, seconded by Councilmember Smith, to accept the lowest responsive, responsible bids from HD Supply Waterworks and Ferguson Waterworks to furnish water line materials for a lump

**APRIL 14, 2016**

sum amount of \$443,987.85, and give authorization for the Mayor and City Clerk to sign any necessary documents. Roll call as follows: Aye – Councilmembers Marohn, Dingman, Ehardt, Hally, Radford, Smith. Nay – none. Motion carried.

Subject: City Ordinance, Civic Auditorium Committee

For consideration is the proposed Civic Auditorium Committee Ordinance to City Code, Title 2, Chapter 9. The proposed ordinance was prepared by the City Attorney. Because staff has been unable to locate the original ordinance adopted, the proposed ordinance “confirms” the current ordinance as it appears in the City Code (with amendments).

Councilmember Marohn stated the City Auditorium was purchased in 1950 as an asset to the City. The purpose of this ordinance is to develop a marketing plan for the Civic Auditorium with guidance from the Civic Auditorium Committee.

It was moved by Councilmember Marohn, seconded by Councilmember Smith, to approve the Civic Auditorium Committee Ordinance under the suspension of the rules requiring three complete and separate readings and that it be read by title and published by summary. Roll call as follows: Aye – Councilmembers Ehardt, Marohn, Hally, Radford, Smith, Dingman. Nay – none. Motion carried.

At the request of Mayor Casper, the City Clerk read the ordinance by title only:

**ORDINANCE NO. 3064**

AN ORDINANCE OF THE CITY OF IDAHO FALLS, IDAHO, CONFIRMING ADOPTION OF TITLE 2, CHAPTER 9, PROVIDING SEVERABILITY, CODIFICATION, PUBLICATION BY SUMMARY, AND ESTABLISHING EFFECTIVE DATE.

The Public Works Department submitted the following items for Council consideration:

Subject: Bid Award – South Tourist Park Overlay – 2016

On March 22, 2016, bids were received and opened for the South Tourist Park Overlay - 2016 project. A tabulation of bid results is below.

| Bidder | Engineer’s Estimate | DePatco Inc. | TMC Contractors, Inc. | HK Contractors, Inc. | Knife River Corporation-Northwest |
|--------|---------------------|--------------|-----------------------|----------------------|-----------------------------------|
| Total  | \$54,472.00         | \$39,218.88  | \$55,768.50           | \$58,088.00          | \$64,691.00                       |

It was moved by Councilmember Ehardt, seconded by Councilmember Smith, to approve of the plans and specifications and award to the lowest responsive, responsible bidder, DePatco, Inc., an amount of \$39,218.88, and give authorization for the Mayor and City Clerk to execute the necessary documents. Roll call as follows: Aye – Councilmembers Dingman, Radford, Marohn, Smith, Hally, Ehardt. Nay – none. Motion carried.

Subject: Bid Award – Park Avenue Reconstruction; D Street to E Street

On March 22, 2016, bids were received and opened for Park Avenue Reconstruction; D Street to E Street project. A tabulation of bid results is below.

**APRIL 14, 2016**

|        |                     |                                   |                       |                      |                      |
|--------|---------------------|-----------------------------------|-----------------------|----------------------|----------------------|
| Bidder | Engineer's Estimate | Knife River Corporation-Northwest | TMC Contractors, Inc. | 3H Construction, LLC | HK Contractors, Inc. |
| Total  | \$183,608.00        | \$137,780.00                      | \$180,224.00          | \$191,074.50         | \$228,559.00         |

Councilmember Ehardt indicated the timing of this project will assist with construction of the new Fire Station.

It was moved by Councilmember Ehardt, seconded by Councilmember Dingman, to approve of the plans and specifications and award to the lowest responsive, responsible bidder, Knife River Corporation, Northwest, an amount of \$137,780.00, and give authorization for the Mayor and City Clerk to sign and execute the necessary documents. Roll call as follows: Aye – Councilmembers Radford, Ehardt, Smith, Marohn, Dingman, Hally. Nay – none. Motion carried.

Subject: Bid Award – Water Service Replacements – 2016, 17th Street; Holmes Avenue to Austin Avenue

On April 6, 2016, bids were received and opened for Water Service Replacements – 2016, 17th Street; Holmes Avenue to Austin Avenue project. A tabulation of bid results is below.

|        |                     |                                   |                      |
|--------|---------------------|-----------------------------------|----------------------|
| Bidder | Engineer's Estimate | Knife River Corporation-Northwest | 3H Construction, LLC |
| Total  | \$195,235.00        | \$205,070.00                      | \$371,613.00         |

It was moved by Councilmember Ehardt, seconded by Councilmember Dingman, to approve of the plans and specifications and award to the lowest responsive, responsible bidder, Knife River Corporation, Northwest, an amount of \$205,070.00, and give authorization for the Mayor and City Clerk to sign the necessary documents. Roll call as follows: Aye – Councilmembers Hally, Smith, Dingman, Ehardt, Marohn, Radford. Nay – none. Motion carried.

Subject: Idaho Transportation Department State/Local Agreement – Grandview Drive; Skyline Drive to Saturn Avenue Project

For consideration is a State/Local Construction Agreement with the Idaho Transportation Department and accompanying Resolution with respect to the Grandview Drive; Skyline Drive to Saturn Avenue project. This agreement stipulates that the City will administer the construction and inspection services in lieu of the customary fund match of 7.34%. This agreement has been reviewed by the City Attorney.

It was moved by Councilmember Ehardt, seconded by Councilmember Dingman, to approve the Idaho Transportation Department State/Local Agreement for Grandview Drive; Skyline Drive to Saturn Avenue, adopt the accompanying Resolution, and give authorization for the Mayor and City Clerk to execute the necessary documents. Roll call as follows: Aye – Councilmembers Smith, Hally, Radford, Dingman, Ehardt, Marohn. Nay – none. Motion carried.

**RESOLUTION 2016-11**

WHEREAS, the Idaho Transportation Department, hereafter called the State, has submitted an Agreement stating obligations of the State and the City of Idaho Falls, hereafter called the City, for construction of Grandview Drive, Skyline to Saturn.

Subject: Idaho Transportation Department State/Local Agreement – 17th Street and Woodruff Avenue Intersection

For consideration is a State/Local Construction Agreement with the Idaho Transportation Department and accompanying Resolution with respect to the 17th Street and Woodruff Avenue Intersection project. This

**APRIL 14, 2016**

agreement stipulates that the City will be required to provide funds or in-kind service for the project match of 7.34%. Currently, insufficient funding is available to fully fund the estimated cost of construction for this project. Public Works will continue to work with the Bonneville Metropolitan Planning Organization (BMPO) to ensure that sufficient construction funding is programmed for this project. This agreement has been reviewed by the City Attorney.

Public Works Director Chris Fredericksen stated he has been assured by the BMPO that this project is the next priority when the funding becomes available and, due to the reintroduction of the new Highway Bill, it is very unlikely the funding would not occur. He indicated scheduled design funds are available and have been obligated for the current fiscal year. This project is anticipated to be completed within the next five (5) years.

It was moved by Councilmember Ehardt, seconded by Councilmember Dingman, to approve the Idaho Transportation Department State/Local Agreement for 17th Street and Woodruff Avenue intersection, adopt the accompanying Resolution, and give authorization for the Mayor and City Clerk to sign the necessary documents. Roll call as follows: Aye – Councilmembers Dingman, Smith, Marohn, Ehardt, Hally, Radford. Nay – none. Motion carried.

**RESOLUTION 2016-12**

WHEREAS, the Idaho Transportation Department, hereafter called the State, has submitted an Agreement stating obligations of the State and the City of Idaho Falls, hereafter called the City, for development of Intersection E 17<sup>th</sup> Street and S Woodruff Avenue.

Subject: Right of Way Vacation – Murray Street and a Portion of Milligan Road

As earlier authorized, the City Attorney has prepared documents to vacate the Murray Street Right-of-Way and a portion of Milligan Road.

It was moved by Councilmember Ehardt, seconded by Councilmember Dingman, to approve the Ordinance vacating the Murray Street Right-of-Way and a portion of Milligan Road, under the suspension of the rules requiring three complete and separate readings and that it be read by title and published by summary. Roll call as follows: Aye – Councilmembers Marohn, Dingman, Ehardt, Hally, Radford, Smith. Nay – none. Motion carried.

At the request of Mayor Casper, the City Clerk read the Ordinance by title only:

**ORDINANCE NO. 3065**

AN ORDINANCE OF THE CITY OF IDAHO FALLS, IDAHO, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, PROVIDING FOR THE VACATION OF PUBLIC RIGHT-OF-WAY LOCATED WITHIN THE CITY OF IDAHO FALLS AND LEGALLY DESCRIBED IN SECTION 1 OF THIS ORDINANCE; PROVIDING THAT TITLE TO SAID VACATED RIGHT-OF-WAY SHALL VEST AS SPECIFIED IN SECTION 3 OF THIS ORDINANCE; PROVIDING THAT THIS ORDINANCE SHALL BE IN FULL FORCE AND EFFECT FROM AND AFTER PASSAGE, APPROVAL AND PUBLICATION ACCORDING TO LAW.

Idaho Falls Fire Department submitted the following item for Council consideration:

Subject: Fire Station #1 Notice to Proceed to Construction

For consideration is a Resolution giving Morgan Construction, the Construction Manager/General Contractor (CMGC), a Notice to Proceed with Construction. The total of approved bids came in \$136,795.00, under the Guaranteed Maximum Price (GMP) given by our CMGC and approved by Council. The final approved cost is

**APRIL 14, 2016**

\$4,183,206.81. The construction start date provided by Morgan Construction is April 22, 2016, with final completion on April 22, 2017.

Fire Chief Dave Hanneman stated staff coordinated with Idaho Falls Power regarding energy efficiency and rebate programs. He indicated compliance with the 2012 Energy Code as well. He noted cameras installed at the construction site will be taking pictures throughout the duration of the construction project which will be displayed at regular intervals on the City website.

It was moved by Councilmember Marohn, seconded by Councilmember Radford, to approve the Resolution giving Notice to Proceed to Morgan Construction, and give authorization for the Mayor and City Clerk to sign the necessary document. Roll call as follows: Aye – Councilmembers Smith, Hally, Dingman, Radford, Ehardt, Marohn. Nay – none. Motion carried.

**RESOLUTION 2016-13**

A RESOLUTION OF THE CITY OF IDAHO FALLS, IDAHO, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, PROVIDING MORGAN CONSTRUCTION INC. WITH A NOTICE TO PROCEED WITH CONSTRUCTION ON THE IDAHO FALLS FIRE STATION; AND PROVIDING THAT THIS RESOLUTION BE EFFECTIVE UPON ITS PASSAGE, APPROVAL AND PUBLICATION ACCORDING TO LAW.

The Parks and Recreation Department submitted the following item for Council consideration:

Subject: Special Event Fee Approval

For re-consideration (as this item was tabled at the March 24, 2016, Council Meeting) is a draft Resolution to add a \$50.00 permit fee and a 3% dispensing fee on sales per City Code, Title 8, Chapter 3, providing for the sale and consumption of alcohol in park facilities during permitted events approved by Council December 10, 2015. The resolution has been reviewed and approved by the City Attorney and was published March 13, and March 20, 2016. A public hearing was held on March 24, 2016, per Idaho Code.

Councilmember Dingman expressed her concerns with the permitting process in regard to non-profit organizations utilizing other locations. Councilmember Hally believes the user fees are necessary. Mr. Fife clarified there is no waiver of fee or dispensing fee for charitable events already established by previous agreements. Councilmember Ehardt would be more favorable if the fee represented the actual cost. Director Weitzel explained other concessionaire fee agreements. He reviewed the special event process, realizing these special events provide economic benefit to our City but believes fees collected should cover services provided. He indicated the Parks and Recreation Department currently has a fee waiver policy established by the Parks and Recreation Commission with specified criteria for any requested waiver.

It was moved by Councilmember Radford, seconded by Councilmember Hally, to approve the Fee Resolution to add a \$50.00 permit fee and a 3% dispensing fee on sales, and authorize the Mayor and City Clerk to sign the necessary documents. Roll call as follows: Aye – Councilmembers Hally, Marohn, Radford, Dingman, Smith, Ehardt. Nay – none. Motion carried.

**RESOLUTION 2016-14**

A RESOLUTION OF THE CITY OF IDAHO FALLS, IDAHO, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, ADOPTING A SCHEDULE OF REVISED FEES FOR SERVICES PROVIDED AND REGULARLY CHARGED AS SPECIFIED BY CITY CODE; AND PROVIDING THAT THIS RESOLUTION BE EFFECTIVE UPON ITS PASSAGE, APPROVAL, AND PUBLICATION ACCORDING TO LAW.

**APRIL 14, 2016**

The Community Development Services Department submitted the following items for Council consideration:

Subject: Annexation and Initial Zoning of GC-1, Annexation Ordinance, Zoning Ordinance, and Reasoned Statements of Relevant Criteria and Standards, Watersedge Gap

For consideration is the application for Annexation and Initial Zoning of GC-1, Annexation Ordinance, Zoning Ordinance, and Reasoned Statements of Relevant Criteria and Standards, Watersedge Gap. This is a gap of approximately 8 feet that was not under the same ownership as the larger parcel to the south which was annexed last year. The Planning and Zoning Commission considered this application at its March 3, 2016, meeting and recommended approval by unanimous vote. Staff concurs with this recommendation.

Councilmember Dingman stated this gap is part of a buffer area which includes landscaping and a fence included in the provisions of the southern location of the 6-acre parcel.

It was moved by Councilmember Dingman, seconded by Councilmember Smith, to approve the Ordinance annexing Watersedge Gap, under the suspension of the rules requiring three complete and separate readings and that it be read by title and published by summary. Roll call as follows: Aye – Councilmembers Ehardt, Radford, Smith, Marohn, Dingman, Hally. Nay – none. Motion carried.

At the request of Mayor Casper, the City Clerk read the ordinance by title only:

**ORDINANCE NO. 3066**

AN ORDINANCE ANNEXING CERTAIN LANDS OF APPROXIMATELY 0.149 ACRES TO THE CITY OF IDAHO FALLS; DESCRIBING SUCH LANDS; ESTABLISHING A COMPREHENSIVE PLAN DESIGNATION OF "COMMERCIAL;" AMENDING THE CITY MAP; AMENDING THE LEGAL DESCRIPTION OF THE CITY WITH THE APPROPRIATE COUNTY AND STATE AUTHORITIES; AND PROVIDING SEVERABILITY, PUBLICATION BY SUMMARY, AND ESTABLISHING EFFECTIVE DATE.

It was moved by Councilmember Dingman, seconded by Councilmember Smith, to approve the Reasoned Statement of Relevant Criteria and Standards for the annexation for Watersedge Gap, and give authorization for the Mayor to execute the necessary documents. Roll call as follows: Aye – Councilmembers Radford, Ehardt, Hally, Smith, Marohn, Dingman. Nay – none. Motion carried.

It was moved by Councilmember Dingman, seconded by Councilmember Smith to approve the Ordinance assigning a Comprehensive Plan Designation of Commercial and establishing the initial zoning for Watersedge Gap as GC-1 (General Commercial), under the suspension of the rules requiring three complete and separate readings and that it be read by title and published by summary, that the Comprehensive Plan be amended to include the area annexed herewith, and that the City Planner be instructed to reflect said annexation, zoning, and amendment to the Comprehensive Plan on the Comprehensive Plan and Zoning Maps located in the Planning Office. Roll call as follows: Aye – Councilmembers Marohn, Dingman, Ehardt, Hally, Radford, Smith. Nay – none. Motion carried.

At the request of Mayor Casper, the City Clerk read the ordinance by title only:

**ORDINANCE NO. 3067**

AN ORDINANCE OF THE CITY OF IDAHO FALLS, IDAHO, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO; PROVIDING FOR THE INITIAL ZONING OF APPROXIMATELY 0.149 ACRES DESCRIBED IN SECTION 1 OF THIS ORDINANCE AS GC-1 ZONE; AND PROVIDING SEVERABILITY, PUBLICATION BY SUMMARY, AND ESTABLISHING EFFECTIVE DATE.

**APRIL 14, 2016**

It was moved by Councilmember Dingman, seconded by Councilmember Smith, to approve the Reasoned Statement of Relevant Criteria and Standards for the Initial Zoning of GC-1, General Commercial, for Watersedge Gap, and give authorization for the Mayor to execute the necessary documents. Roll call as follows: Aye – Councilmembers Ehardt, Marohn, Hally, Radford, Smith, Dingman. Nay – none. Motion carried.

Subject: Request for Extension to Record a Plat, Southpoint, Division No. 8

For consideration is a request to extend the deadline for recording a plat for Southpoint, Division No. 8. The City Council approved the plat September 24, 2015, and the Subdivision Ordinance requires that the plat be recorded within 90 days of approval or the Council may rescind its approval. The applicant is prepared to record the plat immediately following the granting of an extension. Staff recommends approval of the request with a new deadline of May 2, 2016, to record the plat.

It was moved by Councilmember Dingman, seconded by Smith, to approve the request for extension to record the plat for Southpoint, Division 8, with a deadline of May 2, 2016. Roll call as follows: Aye – Councilmembers Dingman, Radford, Marohn, Smith, Hally, Ehardt. Nay – none. Motion carried.

Subject: Final Plat and Reasoned Statement of Relevant Criteria and Standards, Milligan Commercial Plaza, Division No. 1

For consideration is the Final Plat and Reasoned Statement of Relevant Criteria and Standards, Milligan Commercial Plaza, Division No. 1. The Planning and Zoning Commission considered this item at its February 2, 2016, meeting and recommended approval by unanimous vote. Staff concurs with this recommendation.

Community Development Services Director Brad Cramer appeared with the following presentation:

- Slide 1: Zoning map of location
- Slide 2: Aerial photo of property under consideration
- Slide 3: Additional aerial photo of site
- Slide 4: Final Plat
- Slide 5: Photo looking east
- Slide 6: Photo looking north

It was moved by Councilmember Dingman, seconded by Councilmember Smith, to accept the Final Plat for Milligan Commercial Plaza, Division No. 1, and give authorization for the Mayor, City Engineer, and City Clerk to sign said Final Plat. Roll call as follows: Aye – Councilmembers Radford, Ehardt, Smith, Marohn, Dingman, Hally. Nay – none. Motion carried.

It was moved by Councilmember Dingman, seconded by Councilmember Smith, to approve the Reasoned Statement of Relevant Criteria and Standards for the Final Plat for Milligan Commercial Plaza, Division No. 1, and give authorization for the Mayor to execute the necessary documents. Roll call as follows: Aye – Councilmembers Hally, Smith, Dingman, Ehardt, Marohn, Radford. Nay – none. Motion carried.

There being no further business, it was moved by Councilmember Hally, seconded by Councilmember Marohn, to adjourn the meeting at 8:24 p.m. which motion passed following a unanimous vote.

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CITY CLERK

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MAYOR

# **REGULAR AGENDA:**



BGC-050-16

**TO:** Honorable Mayor and City Council  
**FROM:** Brad Cramer, Community Development Services Director  
**SUBJECT:** Final Plat and Reasoned Statement of Relevant Criteria and Standards, Waters Park Addition, Division No. 1 1<sup>st</sup> Amended  
**DATE:** April 25, 2016

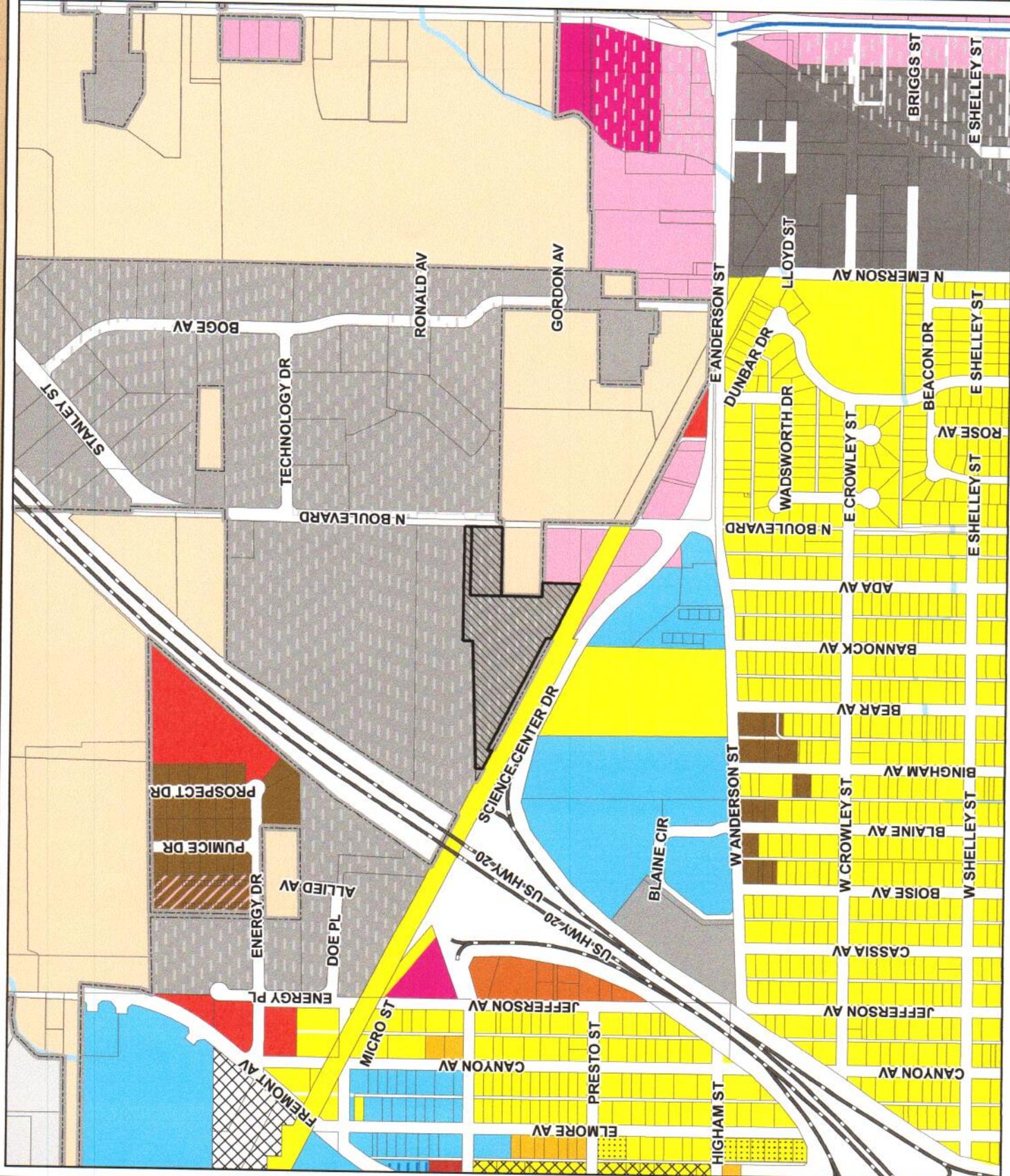
Attached is the application for Final Plat and Reasoned Statement of Relevant Criteria and Standards, Waters Park Addition, Division No. 1 1<sup>st</sup> Amended. The Planning and Zoning Commission considered this item at its April 5, 2016 meeting and recommended approval by unanimous vote. Staff concurs with this recommendation. This items is now being submitted to the Mayor and City Council for consideration.

Attachments: Vicinity Map  
Aerial Photo  
Final Plat  
Staff Report April 5, 2016  
Draft Planning and Zoning Commission minutes April 5, 2016  
Reasoned Statement of Relevant Criteria and Standards

Cc: Kathy Hampton, City Clerk  
File



- Legend**
- Site
  - RP
  - RP-A
  - R-1
  - R-2
  - R2A
  - R-3
  - R-3A
  - PB
  - MS
  - RSC-1
  - C-1
  - HC-1
  - CC-1
  - GC-1
  - R&D-1
  - M-1
  - I&M-1
  - I&M-2
  - RMH
  - PT-1
  - PT-2
  - PT-2 & T-1
  - PUD
  - T-1
  - T-2
  - 30' Setback
  - 50' Setback
  - City Limits
  - Area of Impact



1" = 700'  
Date: 02/23/2016



Bogue Ave

Technology Dr

Ronald Ave

Gordon Ave

E Anderson St

E Anderson St

Dunbar Dr

Lloyd St

Wadsworth Dr

N Boulevard

N Boulevard

N Boulevard

Ada Ave

Bannock Ave

Bear Ave

Bingham Ave

Blaine Ave

Boise Ave

Cassia Ave

Jefferson Ave

Prospect Dr

Pumice Dr

Energy Dr

Allied Ave

Doe Pl

Energy Pl

Micro St

Science Center Dr

Blaine Cir

W Anderson St

US Hwy 20 NB

US Hwy 20 SB

Jefferson Ave



IDAHO FALLS PLANNING AND ZONING COMMISSION  
STAFF REPORT  
**Final Plat**  
**Waters Park Division 1**  
**April 5, 2016**



**Applicant:** Ellsworth and Associates PLLC

**Location:** Generally south & east of Us Hwy 20, west of North Boulevard and north of Science Center Dr.

**Size:** 7.944 acres

**Existing Zoning:**

Site: IM-1

North: IM-1

South: R-3A, R-1 & HC-1

East: County IM-1 & IM-1

West: R-3A, R-1 & IM-1

**Existing Land Use:**

Site: Office/Industrial

North: Office/Industrial

South: Railway

East: Office/Industrial

West: Railway

**Future Land Use Map:**

Commercial/Higher

Education

**Attachments:**

1. Subdivision information
2. Maps and aerial photos
3. Final plat

**Requested Action:** To recommend to the Mayor and City Council approval of the final plat for Waters Park Division 1.

**History:** This property was annexed in 1991 and platted into a single lot subdivision. The purpose of the proposed division is to separate the existing building from the bulk of the undeveloped property.

**Staff Comments:**

- The plat includes 7.944 acres.
- The subdivision includes two commercial lots.
- The proposed plat meets the requirements of the subdivision ordinance.

**Staff Recommendation:** Staff has reviewed the plat and recommends approval with the following condition:

1. The applicant revise the plat to address City's review comments prior to the plat proceeding to Council.

**Subdivision Ordinance:** Boxes with an “X” indicated compliance with the ordinance

| REQUIREMENTS  | Staff Review  |
|---|---|
| <ul style="list-style-type: none"> <li>Purposes listed in Section 10-1-1 as follows:</li> </ul>   |   |
| Building envelopes sufficient to construct a building.  | There is not required lot size and the proposed lots are of adequate size to construct a building.  |
| Lot dimensions conform to the minimum standards of Zoning Ordinance.  | There are no minimum lot size.  |
| Lots have full frontage on, and access to, a dedicated street.  | Yes, and both lots will have a shared access.   |
| Residential lots do not have direct access to arterial streets.   | NA  |
| <p>Direct access to arterial streets from commercial or industrial lots shall be permitted only where it can be demonstrated that:</p> <p>1) The direct access will not impede the flow of traffic on the arterial or otherwise create an unsafe condition; 2) There is no reasonable alternative for access to the arterial via a collector street; 3) There is sufficient sight distance along the arterial from the proposed point of access; 4) The proposed access is located so as not to interfere with the safe and efficient functioning of any intersection; and 5) The developer or owner agrees to provide all improvements, such as turning lanes or signals, necessitated for the safe and efficient uses of the proposes access.</p>   | Boulevard is considered a major collector and not an arterial. The design of turning lanes and the street section will be approved through the site plan review process by the City Engineer. |
| Adequate provisions shall be made for soil preservation, drainage patterns, and debris and waste disposal and collection.   | These provisions will be  |
| Sidelines of lots shall be at, or near, right angles or radial to the street lines. All corner lots shall have a minimum radius of twenty feet on the property line.  | Yes   |
| All property within the subdivision shall be included within a lot or area dedicated for public use.  | Yes   |
| All corner lots zoned RP through R-3, inclusive, shall be a minimum of ten percent larger in area than the average area of all similarly zoned lots in the plat or subdivision under consideration.   | NA  |
| All major streets in subdivision must conform to the major street plan of the City, as set forth in Comprehensive Plan.   | The City Engineer will work with the applicant to develop a strategy to make the road improvements at the time of redevelopment   |
| The alignment and width of previously platted streets shall be preserved unless topographical conditions or existing buildings or structures required otherwise.  | Alignments and widths from the previously platted streets shall be preserved.   |
| Residential lots adjoining arterial streets shall comply with: 1) Such lots shall have reverse frontage on the arterial streets, 2) such lots shall be buffered from the arterial street by any effective combination of the following: lot depth, earth berms, vegetation, walls or fences, and structural soundproofing, 3) Minimum lot depth shall be 150 ft except where the use of berms, vegetation, and structures can be demonstrated to constitute an effective buffer, 4) Whenever practical, existing roadside trees shall be saved and used in the arterial buffer, 5) Parking areas shall be used as part of the arterial buffer for high density residential uses, 6) Annexation and development agreement shall include provisions for installation and continued maintenance of arterial buffers. | NA  |
| Planning Director to classify street on basis of zoning, traffic volume, function, growth, vehicular & pedestrian safety, and population density.   | NA  |

## Comprehensive Plan Policies:

**Encourage development in areas served by public utilities or where extensions of facilities are least costly.** Not only is a compact city convenient but the provision of public facilities is less expensive. Growth does not always occur at the fringe of a community. Vacant lands or underutilized parcels may redevelop to more intensive uses which use existing utilities. (Page 67)

**Industrial areas are located adjacent to highways and railroad facilities.**

New uses in industrial areas include manufacturing plants, wholesaling-office warehouses, research and development laboratories, and some offices. Some of these areas also include construction yards, extraction industries, and salvage yards. Certain industries will need railroad access, especially those in agribusiness, and others will need quick access to the highways and I-15. (Page 70)

## Zoning Information:

### 10-3-22 – I&M-1 INDUSTRIAL AND MANUFACTURING ZONE

(A) General Objectives and Characteristics.

The I&M-1 Industrial and Manufacturing Zone has been established as a district in which the primary use of the land is for manufacturing, fabricating, processing and warehousing establishments. This Zone is characterized by relatively flat land particularly suited for industrial uses because of the proximity to railroad tracks and streets, and the availability of utilities necessary for successful industrial use. While much of the land within this Zone is currently devoted to agriculture and other open land uses, it is intended that manufacturing and industrial uses shall be directed into this Zone as the needs arise.

Representative of the uses within this Zone are manufacturing, fabrication and processing, storage, warehousing and wholesale distribution, and railroad trackage, switch yards and terminal facilities. Uses which give rise to excessive noise, vibration, smoke, odor or dust, fumes or danger of explosion have been excluded from this Zone. As a means of attracting manufacturing and industrial establishments into this Zone, certain regulations concerning the external appearance of buildings and structures and the maintenance and use of land have been adopted. Also, dwellings and other uses which tend to thwart or prevent the use of the land for its primary purposes have been excluded from this Zone. The objectives in establishing the I&M-1 Zone are:

- (1) To provide space for manufacturing and industrial uses within the City in appropriate locations and to discourage uses which tend to thwart the use of land for industrial purposes from locating within this Zone.
- (2) To encourage the expansion of industrial establishments already existing within the Zone.
- (3) To encourage new industry to locate within the Zone to the end that the economic well-being of the City and its inhabitants shall be enhanced thereby.
- (4) To prevent the encroachment of industrial uses into non-industrial Zones.
- (5) To prevent the co-mingling of incompatible uses and the attending depreciation of property values and the unwholesome social conditions resulting therefrom.

In order to accomplish the objectives and purposes of this Zoning Code, and to encourage the most appropriate use of land within this Zone, the following regulations shall apply in the I&M-1 Zone:

(B) Use Requirements.

The following uses shall be permitted in the I&M-1 Zone:

- (1) Any use permitted in the GC-1 zone, except dwelling units, group quarters, motels and other transient lodgings, and taverns.
- (2) Manufacturing, processing, and fabricating establishments with the exception of:
  - (a) Manufacturing of cement, lime, gypsum, rock, wood, or plaster of Paris.
  - (b) Manufacturing of acid
  - (c) Manufacturing and storage of explosives
  - (d) Manufacturing of glue

- (e) Fat rendering
  - (f) Manufacturing of organic fertilizer
  - (g) Petroleum refining and manufacturing of paving mixtures or asphalt coatings
  - (h) Milling and smelting of ores
  - (i) Manufacturing of rubber
  - (j) Gravel and sand excavation
- (3) Sexually oriented businesses as defined by City of Idaho Falls' Code of Ordinances.
  - (4) Railroad rights-of-way, yards, and terminals.
  - (5) Bus terminals and maintenance yards.
  - (6) Motor freight terminals, garaging, and maintenance.
  - (7) Public utility facilities and structures.
  - (8) Research laboratories.
  - (9) Contract construction services.
  - (10) Correctional institutions.
  - (11) Daycare and education facilities accessory and incidental to permitted uses within the Zone.
  - (12) Drive-in theaters.
  - (13) Caretaker's residence as an accessory and incidental use to permitted uses within the Zone.
  - (14) Building materials storage yards.
  - (15) Assembling and the sale of farm equipment, mining machinery, vehicles and similar articles, but excluding junk yards and auto wrecking yards.
  - (16) Similar uses by the Council as a conditional use. (Ord. 3038, 11-12-15)

(C) Area Requirements.

There shall be no area requirements except that an area sufficient to accommodate off-street parking, loading and unloading and vehicular access shall be provided and maintained.

(D) Width Requirements.

No requirements.

(E) Location Requirements.

All buildings shall be set back a minimum distance of thirty feet (30') from any public street, except as herein provided and required under the provisions of this Zoning Code.

(F) Height Requirements.

No requirements.

(G) Size of Buildings.

No requirements.

(H) Landscaping. A landscaped strip at least fifteen (15) feet in width with lawn or other ground cover, shrubbery, and trees at forty (40) foot centers shall be provided and maintained along the development side of the property line boarding any street, except for permitted driveways.

(I) See Supplementary Regulations to Zones.

Sunnyside street portion and not the rest. McLane clarified that they are asking for a reduced set back on all sides of the PUD, not just the side that faces Sunnyside. Swaney confirmed that the PUD will meet all of the landscaping percentage requirements even with the reduced setback. Black asked if there is a reduced setback for the medical office being built to the west. McLane indicated it is not a PUD, it just has the PB zone set back. Dixon asked if there is a need for cross access with the property to the west. McLane indicated that there is no need for cross access as this is a single lot with street frontage and plenty of fire access for this lot. Black confirmed that the PUD that was approved prior on this lot referenced a cross access agreement, and that cross access is not needed. Black asked what the reason for the reduced set back. McLane indicated that the building will be developed closer to the street front (Sunnyside) with parking in the back.

Dixon opened the public hearing.

**Applicant:**

**Blake Jolley, 1150 Hollipark, Idaho Falls, Idaho.** Jolley indicated that the reduced set back will match the other buildings that have built along Sunnyside to the east.

No one appeared in support or opposition of the application.

Dixon closed the public hearing.

Swaney indicated that the project meets all of the requirements with the exception of the setback, but the setback is consistent with the other properties in the area. Black indicated that as a technicality, just because a PUD was previously approved, does not mean that the PUD will continue to be approved as it changes and is brought to the Planning Commission, just as if a preliminary plat had previously been approved, does not mean that it will be approved when it is brought before the Planning Commission again.

**Wimborne moved to recommend to the Mayor and City Council approval of the Planned Unit Development for Derbyhawk, Morrison seconded the motion and it passed unanimously.**

**Business:**

**1. PLAT 6-008: FINAL PLAT. Waters Park Addition Division 1.** McLane presented the staff report, a part of the record. Dixon clarified that the road is not a public right of way, it is a private drive to get to the property on the back. McLane indicated that the access point will be on the north with an in and out parking lot. Dixon asked if there is a required frontage for a lot. Black asked and McLane confirmed that there will be a requirement for curb and gutter. McLane indicated that if the building were removed there would be discussion as to where the curb and gutter would go. McLane indicated that the City Engineer felt that there was enough room in the front to have the curb and gutter sidewalk. Dixon asked how that information will be documented so if in the future there is redevelopment the planning division would know that part of that parcel is right of way. McLane indicated that it will be part of the site plan. Dixon asked if there is curb and gutter north of the subject property. McLane indicated that farther north there is curb and gutter, not immediately north.

**Applicant:**

**Fred Walland, 645 Lincoln, Idaho Falls, Idaho.** Walland stated that this is an existing one lot subdivision that is being abandoned for two lots.

Dixon clarified that the property will be divided into two lots so they can be sold or owned separately and nothing else is changing, and therefore, nothing has to be upgraded. Dixon asked if the change triggers any ability for the City to require the curb and gutter, or is it only in the future. McLane indicated that the curb and gutter does not go into effect, unless they make any structural changes. Wimborne asked for clarification on the staff recommendation for approval with the following condition, that the applicant revise the plat to address City's review comments. Wimborne asked what the revisions are. McLane indicated that when he did the staff report, most of the comments on the plat were regarding surveying. Dixon stated that the discussion about future development is something that needs to be in the record, but is not actionable at this point. Josephson asked what the width of the access point is. Walland indicated that it is just under 38'. Josephson asked about the north west corner of the property and asked if there is connectivity with the road that is shown. Swaney clarified that the road is a private road for INL. Black asked if the property is divided and the larger property cuts off the road access, the front building would only have parking in the front. McLane stated that the current parking is in the front. Black asked if it would be a problem if the property owner of the large property cuts off the access. Dixon asked if they need a cross access agreement now, so they could use it in the future. McLane indicated that now is not the time to do the cross access agreement.

Dixon asked Walland what the use of the west half of the smaller lot. Walland indicated it is a lay down area. Dixon asked if the access is cut off from the bigger lot, how would the smaller lot get to the back lay down area. McLane indicated there are through double doors to get to the back.

**Swaney moved to recommend to the Mayor and City Council approval of the Final Plat for Waters Park Addition, Division 1, Denney seconded the motion and it passed unanimously.**

Dixon adjourned the meeting.

**Respectfully Submitted**

**Beckie Thompson, Recorder**

**REASONED STATEMENT OF RELEVANT CRITERIA AND STANDARDS**

**FINAL PLAT OF WATERS PARK 1<sup>ST</sup> AMENDED LOCATED GENERALLY SOUTH AND EAST OF HIGHWAY 20, WEST OF NORTH BOULEVARD, AND NORTH OF SCIENCE CENTER DRIVE.**

**WHEREAS**, the applicant filed an application for a final plat on February 22, 2016; and

**WHEREAS**, this matter came before the Idaho Falls Planning and Zoning Commission during a duly noticed public hearing on April 5, 2016; and

**WHEREAS**, this matter came before the Idaho Falls City Council during a duly noticed public meeting on April 28, 2016 and

**WHEREAS**, having reviewed the application, including all exhibits entered and having considered the issues presented:

**I. RELEVANT CRITERIA AND STANDARDS**

1. The City Council considered the request pursuant to the City of Idaho Falls 2013 Comprehensive Plan, the City of Idaho Falls Zoning Ordinance, the City of Idaho Falls Subdivision Ordinance, the Local Land Use Planning Act, and other applicable development regulations.
2. The property is an approximate 7.944 acre parcel.
3. The subdivision includes two commercial lots.
4. The plat complies with all requirements of the Subdivision Ordinance and Zoning Ordinance for the I&M-1 Zone
5. The Idaho Falls Planning and Zoning Commission recommended approval of this Final Plat as presented.

**II. DECISION**

Based on the above Reasoned Statement of Relevant Criteria, the City Council of the City of Idaho Falls approved/approved with conditions/denied the Final Plat of Waters Park 1<sup>st</sup> Amended.

**PASSED/PASSED WITH CONDITIONS/DENIED BY THE CITY COUNCIL OF THE CITY OF IDAHO FALLS**

THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2016

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Rebecca L. Noah Casper, Mayor



## MEMORANDUM

**TO:** Mayor and City Council  
**FROM:** Municipal Services Department  
**DATE:** April 18, 2016

**RE:** Bid IF-16-21 Traffic Striping Paint  
for Public Works

Attached is the tabulation for the above subject bid. It is the recommendation of Public Works and Municipal Services Departments to reject the low bid of Ozark Materials LLC for not meeting the bid specifications of:

1. Providing bid documentation - paint data sheets;
2. Tote specifications - the paint tote is larger than the specified size.

It is further requested that Council accept the lowest responsive, responsible bid of Ennis Paint, Inc. to furnish the traffic striping paint for a lump sum amount of \$42,019.30. Funding to purchase the traffic striping paint is in the 2015/16 Public Works budget.

Respectfully,

  
Pamela Alexander  
Municipal Services Director

  
Chandra Witt  
General Services Administrator

  
Heidi Carlson  
Purchasing Agent

# CITY OF IDAHO FALLS

PO BOX 50220  
 IDAHO FALLS, ID 83405-0220  
 Phone 208-612-8433

Office of Purchasing Agent

Opening Date: March 31, 2016

## TABULATION BID IF-16-21 Traffic Striping Paint

BIDDER  
 1) Ennis Paint, Inc.      2) Ozark Materials      3) Colorado Paint      4) The Sherwin  
 Thomasville, NC      LLC      Co.      Williams Co.  
                                  Greenville, AL      Denver, CO      Cleveland, OH

**Item 1:** (3,000 Gallons) Traffic Striping  
 Paint, High-Build, Yellow, Waterborne  
 Rapid Dry, 250 Gallon Snyder Totes

|                       |                   |                     |                    |             |
|-----------------------|-------------------|---------------------|--------------------|-------------|
| Unit Price            | \$10.10           | \$10.02             | \$12.00            | Bid Invalid |
| <b>Extended Price</b> | \$30,300.00       | \$30,060.00         | \$36,000.00        |             |
| Manufacturer          | Ennis Paint, Inc. | Ozark Materials LLC | Colorado Paint Co. |             |
| Product Number        | 985222            | 26200-T275          | 1116250            |             |
| Delivery Time         | 10-15 Days ARO    | 10 Days ARO         | 20 Days ARO        |             |

**Item 2:** (500 Gallons) Traffic Striping  
 Paint, High-Build, White, Waterborne Rapid  
 Dry, 250 Gallon Snyder Totes

|                       |                   |                     |                    |
|-----------------------|-------------------|---------------------|--------------------|
| Unit Price            | \$10.30           | \$10.16             | \$12.00            |
| <b>Extended Price</b> | \$5,150.00        | \$5,080.00          | \$6,000.00         |
| Manufacturer          | Ennis Paint, Inc. | Ozark Materials LLC | Colorado Paint Co. |
| Product Number        | 985221            | 16200-T275          | 1110250            |
| Delivery Time         | 10-15 Days ARO    | 10 Days ARO         | 20 Days ARO        |

BIDDER

Thomasville, NC      Greenville, AL      Denver, CO      Cleveland, OH

**Item 3:** (350 Gallons) Traffic Striping Paint,  
High-Build, White, Waterborne Rapid Dry,  
55 Gallon Drum

Unit Price      \$11.30      \$10.13      \$12.00

**Extended Price**      \$3,955.00      \$3,545.50      \$4,200.00

Manufacturer      Ennis Paint, Inc.      Ozark Materials LLC      Colorado Paint Co.

Product Number      985221      16200-DR55      111055

Delivery Time      10-15 Days ARO      10 Days ARO      20 Days ARO

**Item 4:** (100 Gallons) Traffic Striping Paint,  
High-Build, Yellow, Waterborne Rapid Dry,  
55 Gallon Drum

Unit Price      \$11.30      \$9.99      \$12.00

**Extended Price**      \$1,130.00      \$999.00      \$1,200.00

Manufacturer      Ennis Paint, Inc.      Ozark Materials LLC      Colorado Paint Co.

Product Number      985222      26200-DR55      111655

Delivery Time      10-15 Days ARO      10 Days ARO      20 Days ARO

**Item 5:** (80 Gallons) Traffic Striping Paint, High-Build, White, Waterborne Rapid Dry, 5 Gallon Pails

|                       |                   |                     |                    |
|-----------------------|-------------------|---------------------|--------------------|
| Unit Price            | \$11.46           | \$10.65             | \$12.00            |
| <b>Extended Price</b> | \$916.80          | \$852.00            | \$960.00           |
| Manufacturer          | Ennis Paint, Inc. | Ozark Materials LLC | Colorado Paint Co. |
| Product Number        | 985221            | 16200-PW5G          | 111605             |
| Delivery Time         | 10-15 Days ARO    | 10 Days ARO         | 20 Days ARO        |

**Item 6:** (50 Gallons) Traffic Striping Paint, High-Build, Yellow, Waterborne Rapid Dry, 5 Gallon Pail

|                       |                   |                     |                    |
|-----------------------|-------------------|---------------------|--------------------|
| Unit Price            | \$11.35           | \$10.56             | \$12.00            |
| <b>Extended Price</b> | \$567.50          | \$528.00            | \$600.00           |
| Manufacturer          | Ennis Paint, Inc. | Ozark Materials LLC | Colorado Paint Co. |
| Product Number        | 985222            | 26200-PY5G          | 111605             |
| Delivery Time         | 10-15 Days ARO    | 10 Days ARO         | 20 Days ARO        |

**LUMP SUM FOR ALL ITEMS**

|  |             |             |             |
|--|-------------|-------------|-------------|
|  | \$42,019.30 | \$41,064.50 | \$48,960.00 |
|--|-------------|-------------|-------------|



# MEMORANDUM

**TO:** Mayor and City Council  
**FROM:** Municipal Services Department  
**DATE:** April 18, 2016

**RE:** Bid IF-16-11-rotary and reel replacement mowers for Parks and Recreation Department

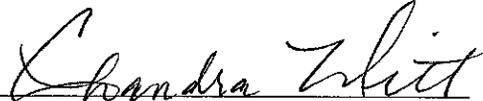
Attached is the tabulation for the above subject bid. It is the recommendation of the Parks and Recreation and Municipal Services Departments to accept the lowest responsive, responsible bids listed below to furnish replacement mowers that have reached their useful life for a lump sum total, including trade-in value of \$126,952.72.

Section II was awarded to the second low bidder, Turf Equipment since the low bidder, Bonneville County Implement did not meet the required bid specification for all three decks to shift left and right. All mowers are budgeted for replacement in the 2015/16 Municipal Equipment Replacement Fund budget.

| Item  | Quantity | Total Per Each | Total with Trade-Ins | Bidder                      |
|---|----------|----------------|----------------------|-----------------------------|
| 1 New 2016 Rotary Mower (Parks)                                 | 1        | \$13,750.00    | \$13,250.00          | RMT Equipment               |
| 2 New 2016 Reel Sidewinder Mower (Pinecrest)                    | 1        | \$34,608.00    | \$34,108.00          | Turf Equipment              |
| 3 New 2016 Reel Greens Mower (Sage Lakes)                       | 1        | \$33,180.00    | \$32,430.00          | RMT Equipment               |
| 4 New 2016 Reel Fairway Mower with 5 Reels, Hybrid (Sand Creek) | 1        | \$49,664.72    | \$47,164.72          | Bonneville County Implement |
| Lump Sum Total  |          |                | \$126,952.72         |                             |

Respectfully,

  
 Pamela Alexander  
 Municipal Services Director

  
 Chandra Witt  
 General Services Administrator

  
 Heidi Carlson  
 Purchasing Agent

# City of Idaho Falls

PO BOX 50220  
IDAHO FALLS, IDAHO 83405  
PHONE: (208) 612-8433

Office of Purchasing Agent

Opening Date: March 23, 2016

## TABULATION BID IF-16-11

One (1) New 2016 Rotary Mower and Three (3) New 2016 Reel Mowers

| BIDDER | 1) Turf Equipment<br>Salt Lake City, Utah | 2) RMT Equipment<br>Boise, Idaho | 3) Bonneville County<br>Implement<br>Idaho Falls, Idaho |
|--------|---|----------------------------------|---|
|--------|---|----------------------------------|---|

### SECTION I One (1) New 2016 Rotary Mower (Parks)

|                            |                    |                      |                       |
|----------------------------|--------------------|----------------------|-----------------------|
| Manufacturer               | Toro               | Grasshopper          | John Deere            |
| Model                      | 6M-3280-D 30344    | 725 DT, Model 532127 | 997R                  |
| Year                       | 2016               | 2016                 | 2016                  |
| Delivery Time              | 30 Days ARO        | 10 Days              | 45 Days Upon Approval |
| PRICE WITHOUT TRADE-IN     | \$18,702.76        | \$13,750.00          | \$17,711.74           |
| Trade-in Allowance #228    | \$500.00           | \$500.00             | \$750.00              |
| <b>PRICE WITH TRADE-IN</b> | <b>\$18,202.76</b> | <b>\$13,250.00</b>   | <b>\$16,961.74</b>    |

### SECTION II: One (1) New 2016 Reel Sidewinder Mower (Pinecrest)

|                            |                    |        |                       |
|----------------------------|--------------------|--------|-----------------------|
| Manufacturer               | Toro               | NO BID | John Deere            |
| Model                      | 3500-D 30807       |        | 7400A                 |
| Year                       | 2016               |        | 2016                  |
| Delivery Time              | 30 Days ARO        |        | 45 Days Upon Approval |
| PRICE WITHOUT TRADE-IN     | \$34,608.00        |        | \$34,430.53           |
| Trade-in Allowance #9110   | \$500.00           |        | \$1,500.00            |
| <b>PRICE WITH TRADE-IN</b> | <b>\$34,108.00</b> |        | <b>\$32,930.53</b>    |

| <u>BIDDER</u> | 1) Turf Equipment<br>Salt Lake City, Utah | 2) RMT Equipment<br>Boise, Idaho | 3) Bonneville County<br>Implement<br>Idaho Falls, Idaho |
|---------------|---|----------------------------------|---|
|---------------|---|----------------------------------|---|

**SECTION III:** One (1) New 2016 Reel Greens Mower (Sage Lakes)

|                            |        |  |                       |
|----------------------------|--------|--|-----------------------|
| Manufacturer               | NO BID | Jacobsen                               | John Deere            |
| Model                      |        | Greensking IV Plus Diesel, Model 62379 | 2500B Diesel          |
| Year                       |        | 2016                                   | 2016                  |
| Delivery Time              |        | 21 Days ARO                            | 45 Days Upon Approval |
| PRICE WITHOUT TRADE-IN     |        | \$33,180.00 *                          | \$36,735.80           |
| Trade-in Allowance #882    |        | \$750.00                               | \$1,250.00            |
| <b>PRICE WITH TRADE-IN</b> |        | <b>\$32,430.00</b>                     | <b>\$35,485.80</b>    |

**SECTION IV:** One (1) New 2016 Reel Fairway Mower with Five Reels - Hybrid (Sandcreek)

|                            |                            |        |                       |
|----------------------------|----------------------------|--------|-----------------------|
| Manufacturer               | Toro                       | NO BID | John Deere            |
| Model                      | Reelmaster 5010-H<br>03674 |        | 7500A ECUT            |
| Year                       | 2016                       |        | 2016                  |
| Delivery Time              | 30 Days ARO                |        | 45 Days Upon Approval |
| PRICE WITHOUT TRADE-IN     | \$53,559.98                |        | \$49,664.72           |
| Trade-in Allowance #9305   | \$1,300.00                 |        | \$2,500.00            |
| <b>PRICE WITH TRADE-IN</b> | <b>\$52,259.98</b>         |        | <b>\$47,164.72</b>    |

\* Calculation Correction

## Trade-In Mowers

- Unit #228      2001 Grasshopper 721D Rotary Mower  
Purchase Date: 06/20/2001  
Purchase Cost \$10,575.00  
Hours: 1,582  
Estimated Life: 7 Years
- Unit #9110      2007 Toro Sidewinder 3100 Reel Mower  
Purchased Date: 01/16/2007  
Purchase Cost: \$27,995.00  
Hours: 2,298  
Estimated Life: 7 Years
- Unit #882      2002 Jacobsen Greensking IV Plus Reel Mower  
Purchase Date: 05/10/2002  
Purchase Price: \$21,998.00  
Hours: 2,974  
Estimated Life: 10 Years
- Unit #9305      2003 Jacobsen LF-3400 Reel Mower  
Purchase Date: 10/10/2003  
Purchase Cost: \$27,761.00  
Hours: 4,913  
Estimated Life: 12 Years



## MEMORANDUM

**TO:** Rebecca Casper, Mayor

**RE:** Council Works Session and Regular Agenda

**FROM:** Mark McBride, Chief of Police

Item/Amending Civil Service Ordinance 2-4-8

**DATE:** 21 April 2016

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The Police Department respectfully requests that the attached Amendment to the Civil Service Ordinance be placed on the City Council Work session Agenda for 25 April 2016. At the discretion of the Mayor; or if time would not permit discussion at the work session, please consider placing this item on the regularly scheduled Council Meeting of 28 April 2016.

Civil Service Ordinance 2-4-8 requires civil service employees to reside within Bonneville County and within 10 miles of Idaho Falls City limits. It is the desire of department directors with civil service employees to remove the residency requirements for civil service employees.

**WORK SESSION PURPOSE:** to brief Council Members on the purpose for the recommended changes and consider other action as desired by the Council. Approximate discussion time – 10 minutes.

**COUNCIL AGENDA ACTION:** For Council to approve the Ordinance under the suspension of 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 ready by title, or reject the Ordinance).

**ORDINANCE NO. \_\_\_\_\_**

AN ORDINANCE OF THE CITY OF IDAHO FALLS, IDAHO, AMENDING IDAHO FALLS CITY CODE SECTION 2-4-8 TO REMOVE RESIDENCY REQUIREMENTS FOR CITY CIVIL SERVICE EMPLOYEES; PROVIDING SEVERABILITY, CODIFICATION, PUBLICATION BY SUMMARY, AND ESTABLISHING EFFECTIVE DATE.

WHEREAS, the City values its employees and respects their personal lifestyle choices, including their places of residence; and

WHEREAS, City employees reside within the community and give great service to the citizens and to those within the City government; and

WHEREAS, City civil service employees are able to travel to and from their work by means of various forms of transportation; and

WHEREAS, such transportation allows them to get to and from the City within a reasonable time to provide service as City civil service employees; and

WHEREAS, allowing such City civil service employees to live outside of City limits or beyond a ten (10) mile radius of City corporate limits is reasonable, practical, and appropriate; and

WHEREAS, there are no residing requirements for City employees who are not civil service employees; and

WHEREAS, there is currently in the City Code a limitation on the distance a City civil service employee may live from corporate City limits; and

WHEREAS, the Council desires to eliminate such residency requirements.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF IDAHO FALLS, IDAHO, THAT:

**SECTION 1.** Section 2-4-8 of the City Code of the City of Idaho Falls, Idaho, is hereby amended as follows:

2-4-8: EXAMINATIONS; QUALIFICATIONS; APPOINTMENT; REMOVAL: All applicants for positions of employment governed by civil service shall be subject to examination. The examination shall be public, competitive and free, and shall be held at times and places determined by the Civil Service Commission. Examinations shall be for the purpose of determining the qualifications of applicants for positions and shall be practical and shall fairly test the fitness of persons examined to discharge the duties of the position to which they seek and shall include non-discriminatory tests of physical qualifications for bona-fide occupational purposes. An applicant for any position under civil service must be a citizen of the United States, not younger than twenty

one (21) years of age, must be able to read and write the English language, in good health, of good moral character and of temperate and industrious habits. These qualifications shall be ascertained in a manner determined by the Commission. Appointments to positions governed by the civil service shall comply with this Chapter, the rules and regulations of the Civil Service Commission, and State law. ~~Any appointee to any position under civil service shall remain during such employment a resident of the City, or a resident of Bonneville County, Idaho, residing within a distance of ten (10) miles from the corporate limits of the City.~~ All persons appointed to positions under the Civil Service shall hold office, place, position or employment only during good behavior. Any appointee may be removed or discharged, suspended without pay, demoted, reduced in rank, or deprived of vacation privileges or other special privileges for any of the following reasons, subject to the determination of the facts in each case by the Commission:

(A) Incompetency, inefficiency or inattention to or dereliction of duty.

(B) Dishonest, intemperance, or immoral conduct, insubordination, discourteous treatment of the public or a fellow employee, or any other act of omission or commission tending to injure the public service; or any other willful failure by the employee to properly conduct himself; or any willful violation of the provisions of this Chapter or the rules and regulations adopted by the Commission.

(C) Mental or physical unfitness for the position which the employee holds.

(D) Drunkenness or use of intoxicating liquors, narcotics or any other habit-forming drug, liquid or preparation to such extent that its use interferes with the efficiency or mental or physical fitness of the employee, or which prevents the employee from properly performing the functions and duties of any position under Civil Service.

(E) Conviction of a felony or a misdemeanor involving moral turpitude.

(F) Failure to disclose a conflict of interest as required under the Idaho Ethics in Government Act.

(G) Any other act or failure to act which in the judgment of the Civil Service Commission is sufficient to show the offender to be an unsuitable person to be employed in the public service.

**SECTION 2.** Savings and Severability Clause. The provisions and parts of this Ordinance are intended to be severable. If any section, sentence, clause, or phrase of this Ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause, or phrase of this Ordinance.

**SECTION 3.** Codification Clause. The City Clerk is instructed to immediately forward this Ordinance to the codifier of the official municipal code for proper revision of the Code.

**SECTION 4.** Publication. This Ordinance, or a summary thereof in compliance with Idaho Code, shall be published once in the official newspaper of the City, and shall take effect immediately upon its passage, approval, and publication.

**SECTION 5.** Effective Date. This Ordinance shall be in full force and effect from and after its passage, approval, and publication.

PASSED by the City Council and APPROVED by the Mayor of the City of Idaho Falls, Idaho, this \_\_\_\_ day of \_\_\_\_\_, 2016.

CITY OF IDAHO FALLS, IDAHO

\_\_\_\_\_  
REBECCA L. NOAH CASPER, MAYOR

ATTEST:

\_\_\_\_\_  
KATHY HAMPTON, CITY CLERK

(SEAL)

STATE OF IDAHO            )  
  ) ss:  
County of Bonneville    )

I, KATHY HAMPTON, CITY CLERK OF THE CITY OF IDAHO FALLS, IDAHO, DO HEREBY CERTIFY:

That the above and foregoing is a full, true and correct copy of the Ordinance entitled, "AN ORDINANCE OF THE CITY OF IDAHO FALLS, IDAHO, AMENDING IDAHO FALLS CITY CODE SECTION 2-4-8 TO REMOVE RECIDENCY REQUIREMENTS FOR CITY CIVIL SERVICE EMPLOYEES; PROVIDING SEVERABILITY, CODIFICATION, PUBLICATION BY SUMMARY, AND ESTABLISHING EFFECTIVE DATE."

(SEAL)

\_\_\_\_\_  
KATHY HAMPTON, CITY CLERK



# IDAHO FALLS FIRE DEPARTMENT



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**DATE:** APRIL 25, 2016  
**TO:** MAYOR AND CITY COUNCIL  
**FROM:** DAVE HANNEMAN, FIRE CHIEF  
**RE:** AUTHORIZATION FOR ADDITIONAL ARCHITECT (CRSA) FEES

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Mayor and Council Members,

Our Architect (CRSA) for Fire Station 1 has requested additional fees for work done in the design and pre-construction phases of the project. Our contract with CRSA provides for a project lump sum of \$163,520 and is based upon four phases (Design, Construction Documents, Bidding, and Construction Administration).

The original design was based on a project budget of \$2.4M with an estimated building size of 14,100 SF. Over the past several months, based on the needs of the Fire Department the size and scope of the project has been increased to 23,538 SF with a budget (GMP) of \$4.3M.

Based on these changes, CRSA has provided additional design and pre-construction services totaling \$120,005. These changes are reflected in the attached letter from CRSA. The contract with CRSA provided an Exhibit "A" which reflected the original \$2.4M project budget, including a Design Contingency of 5% or \$96,550 and Construction Contingency of 3% or \$57,930. The requested amount from CRSA falls within the contingency budgeted in the original project budget.

The Fire Department respectfully requests that Council approve paying CRSA the requested amount of \$120,005

Dave Hanneman  
Fire Chief



April 8<sup>th</sup>, 2016

Chief Dave Hanneman

Re: Idaho Falls Fire Station Additional Services

CRSA has incurred expenses by providing additional services, \$96,550 relative to design, \$23,455 relative to preconstruction, \$120,005 totaled. The changes included;

\$96,550 Design

- Increasing building size up from 14,100sf with a construction value of \$2M to 18,435sf.
- Increasing building size from 18,435sf up to a 23,538sf design with a construction value in the range of \$5M arrived at on August 11th.
- Compressing/cutting program from 23,538sf down to 17,000sf on Oct 15th for a value of less than \$4M.
- Settling on a final schematic design size of 20,949sf that bid slightly over \$4M this week.
- In essence we designed advanced options for five different buildings.
- The changes above as they progressed included;
  - adding an elevator
  - adding heated floor
  - going from a single level structure with a basement to a two-level structure without a basement
  - starting design for underground electrical service in the alley then going back to above grade electrical service
  - changing structure from concrete/steel to wood
  - changing one interior stair to exterior stairs
  - designing many different exterior finish options to limit costs
  - COMcheck thermal envelope analysis to save on insulation costs
  - northwest corner plaza/landscape design concept
  - designing enhanced storefront entry alternate to give cost savings option for base bid
  - additional design for ADA at street corners, seal/stripping for east parking lot and resurfacing/grading/drainage plan for east parking lot
- Our additional services of \$96,550 have already factored in the following credits;
  - rendering and Animation \$5,000 fee credit.
  - powerpoint \$400 fee credit.
  - public outreach meetings, Kevin 7.5hrs @ \$195 = \$1,463 fee credit.
  - design council meetings, 3 @ 15min each, \$200 fee credit.
- All of these changes impacted every engineer, all of their fees have increased, and CRSA managed and coordinated all of this while also interacting with the fire department, the City, and the CMGC.

\$23,455 Preconstruction

- Value Engineering (VE) and coordination with the CMGC and the fire department on five different designs.
  - VE included researching, evaluating, vetting, designing, and drafting a vast number of cost saving and quality options
  - VE impacted every engineer, all of their fees have increased, and CRSA managed and coordinated all of this while also interacting with the fire department, the City, and the CMGC
- Section 1:B.3. of CRSA's contract noted 2-3 possible project design meetings. There were approximately 15 additional significant meetings relative to preconstruction lasting approximately ½ day each for CRSA's Architect and Team Leader.
  - designing many different exterior finish options to limit costs
  - COMcheck thermal envelope analysis to save on insulation costs
- Three additional reprints of plans and one of specifications (not including standard changes/reprints for City permit review) to incorporate changes by others to facilitate better bid process and preconstruction packaging of bids.
- Our additional services of \$23,455 have already factored in the following credits;
  - remaining estimating credit due to CMGC process \$5,000.
  - portion of construction administration credit due to CMGC process \$7,750.

Clarification for remaining Construction Administration based on change to CMGC deliverable method, we propose;

- Kevin DeKold to visit the site on a monthly basis for a 2-3hr site visit that includes reviewing the contractor pay request and observing construction progress.
- Up to 10hrs reviewing brick mock-up, masonry banding and storefront details, and signage/plaque coordination between bays.
- CRSA budget 1-3hrs per week during construction to answer any questions, to coordinate engineers answering questions, and to review certain submittals.

We believe that the City is getting exceptional value both in design and construction. As for design, we are pleased to have provided many options for the department to choose from that ranged from \$2M - \$5M. We are proud that even with all that was asked of us, our original 8.2% fee as a ratio to construction value has actually gone down to 6.7% with the above additional services. For most projects where construction value has increased our fee ratio has increased at the same rate.

In closing, CRSA has been very grateful to work with the City, the Fire Department, our consultants, and Morgan Construction on this worthy endeavor. We have spent over 1,000 hours of additional time providing 5 designs that took 12 additional weeks to complete. We stayed engaged, we never delayed, and we met every deadline given to us. And, we are not aware of any other changes. We are excited about the start of construction for this facility and look forward to the decades of service it will provide to all of us.

Yours Truly,



Kevin DeKold, AIA, NCARB  
Principal in Charge – Architect