

CITY OF IDAHO FALLS, IDAHO

COUNCIL MEETING AGENDA

REGULAR MEETING

COUNCIL CHAMBERS, 680 PARK AVENUE

FEBRUARY 23, 2012

7:30 P.M.

MAYOR

Call to order.

Roll call.

Awards and Presentations.

Recognition of citizens from the floor.

CONSENT AGENDA

Items from the Mayor:

Appointments/Re-Appointments.

Items from the City Clerk:

Minutes from the February 9, 2012 Regular Council Meeting, the February 15, 2012 Executive Session, and the February 21, 2011 Council Work Session; and,

Approval of License Applications, all carrying the required approvals.

Memo from the Idaho Falls Power Director:

Request for authorization to advertise to receive bids for 2012 Trenching and Boring Project.

Memo from the Library Director:

Request for authorization to advertise to receive bids for Phase Two South Entrance and Renovation at Idaho Falls Public Library.

Memos from the Public Works Director:

Request for authorization to advertise to receive bids for Seal Coat, 2012; and,

Request for authorization to advertise to receive bids for Overlays, 2012.

REGULAR AGENDA

DIVISION DIRECTORS

Memo from the Airport Director:

2012 Loan Agreement for F861 Aircraft Display.

**COUNCIL MEETING AGENDA
REGULAR MEETING
FEBRUARY 23, 2012
Page 2**

Memo from the Idaho Falls Power Director:

Approve Revisions to the Bonneville Power Administration Power Sales Agreement.

Memos from the Municipal Services Director:

Charge Off – Unpaid Accounts 2007;

Water District No. 1 at 310 D Street Lease Agreement;

Tabulation and award of bid for Two (2) New 2012 Large Area Rotary Mowers;

Tabulation and award of bid for New Vehicles; and,

YMCA Lease Amendment and Consent to Assignment.

Memos from the Parks and Recreation Director:

Tabulation and award of bid for Tautphaus Park Street Rehabilitation, 2012;

Tabulation and award of bid for Skyline Tennis Court Rehabilitation; and,

Tabulation and award of bid for Wes Deist Aquatic Center Electrical Upgrade Project.

Memo from the Planning and Building Director:

Final Plat for University North Addition, Division No. 3.

Memos from the Police Chief:

Memorandum of Understanding between the Bonneville County Prosecutor's Office, the Idaho Falls Police Department, the Bonneville County Sheriff's Office, Region 7 Department of Health and Welfare, Probation and Parole, and the Snake River Children's Advocacy Center;

Ordinance Amendment for Door-To-Door Solicitation Sales (Passed on the First Reading Only at the December 22, 2011 Regular Council Meeting, then tabled at the January 12, 2012 Regular Council Meeting); and,

Ordinance Amendment to Beehive Ordinance.

Memos from the Public Works Director:

Tabulation and award of bid for Adjustment of Manholes, Water Valve Boxes, and Street Monuments, 2012;

Easement Vacation – Lot 4, Block 4, St. Clair Estates Addition, Division No. 3;

**COUNCIL MEETING AGENDA
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FEBRUARY 23, 2012
Page 2**

Memos from the Public Works Director, continued:

Change Order No. 2 with Shook Construction Company, Inc. for the Waste Water Treatment Plant Window Replacement and Finish Upgrade Project;

Idaho Transportation Department Cooperative Agreement - Pancheri Drive Underpass;

Professional Services Agreement Amendment - Pierson Land Works, Memorial Drive Reconstruction Project; and,

Professional Services Agreement - Waste Water Secondary Treatment Upgrades, Murray Smith and Associates, Task Order No. 12-01.

Adjournment.

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



A Division of the City of Idaho Falls

"A community with its own kind of energy"



MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Jackie Flowers, General Manager

DATE: February 21, 2012

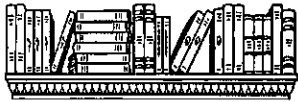
Re: Consent Agenda – Request Authorization to Advertise for Bids for 2012 Trenching and Boring Project

Idaho Falls Power respectfully requests authorization to advertise and receive bids for the 2012 trenching and boring project to install underground conduit to replace direct bury cable in the following subdivisions: Alice Dickson, Tiffany, Three Fountains, Vasser Way, and Eastview.

The bid proposal will include an alternate allowing the contractor to bid on the Idaho Falls Power boring equipment with the bid price being the differential between the project bid price and equipment bid price. The City Attorney has reviewed and approved the bid documents.

JRF/447

C: City Clerk
City Attorney
File



IDAHO FALLS
PUBLIC
LIBRARY



457 West Broadway
Idaho Falls, Idaho 83402

(208) 612-8450
(208) 612-8467 fax

Website:
www.ifpl.org

Library Board

Hal Peterson, Chair
Claire Pace
Mary Lund
Jane Lance
Rodd Rapp
Ken Taylor,
City Council Liaison

Library Director

Robert Wright

Assistant Director

Rena Ferguson

MEMORANDUM

TO: Honorable Mayor and City Council
FROM: Robert Wright, Library Director
DATE: 1 September 2011
SUBJECT: AUTHORIZATION TO BID

It is respectfully requested that the Mayor and Council authorize the request to advertise and receive bids for Phase 2 of the Library Renovation project. This phase includes the addition of additional meeting room space, a family bathroom, an indoor book drop, and covering the east ramp entrance to increase patron access and safety.

Respectfully,

Robert Wright
Library Director

cc: Mayor
Council
Library Board



City of Idaho Falls

PUBLIC WORKS DIVISION

P.O. BOX 50220

IDAHO FALLS, IDAHO 83405

www.idahofallsidaho.gov

MEMORANDUM

To: Honorable Mayor & City Council

From: Chad Stanger, Public Works Director

Date: February 16, 2012

Subject: **BID AUTHORIZATION – SEAL COAT, 2012**

The Engineering Department requests authorization to advertise to receive bids for Seal Coat, 2012.

Respectfully

A handwritten signature in black ink, appearing to read "Chad Stanger".

Chad Stanger
Public Works Director

CS:he

c: Mayor
Council
Fredericksen

0-00-00-0-STR-2012-03



City of Idaho Falls

PUBLIC WORKS DIVISION

P.O. BOX 50220
IDAHO FALLS, IDAHO 83405
www.idahofallsidaho.gov

MEMORANDUM

To: Honorable Mayor & City Council
From: Chad Stanger, Public Works Director
Date: February 16, 2012
Subject: **BID AUTHORIZATION – OVERLAYS, 2012**

Public Works requests authorization to advertise to receive bids for Overlays, 2012.

Respectfully,

A handwritten signature in black ink that reads "Chad Stanger".

Chad Stanger
Public Works Director

CS:he

c: Mayor
Council
Fredericksen

0-00-00-0-STR-2012-04




2140 N. Skyline Drive #12
Idaho Falls, ID 83402
Phone: (208) 612-8224
Fax: (208) 612-8517

MEMORANDUM

DATE: February 9, 2012

TO: Honorable Mayor and City Council

FROM: Len Nelson, Airport Director 

SUBJECT: 2012 Loan Agreement for F861 Aircraft Display

Attached for your consideration is the 2012 Annual Loan Renewal Package for the historical property from the National Museum of the United States Air Force (NMUSAF) Static Display Program for the loaned property of the F86L Aircraft located at the Idaho Falls Regional Airport.

It is respectfully requested that council approve said loan agreement and authorize the Mayor to execute the documents.

Idaho Falls Power

A Division of the City of Idaho Falls

"A community with its own kind of energy"

MEMORANDUM



TO: Honorable Mayor and City Council

FROM: Jackie Flowers, General Manager

DATE: February 21, 2012

Re: Approve Revisions to the Bonneville Power Administration Power Sales Agreement

Attached is Amendment No. 2 to Exhibit F of the Idaho Falls Power Regional Dialogue Power Sales Agreement with Bonneville Power Administration.

This amendment includes corrections and clarifications to the agreement and provides updates related to responsibilities associated with scheduling Slice and Block products. The City Attorney has reviewed the amendment.

Idaho Falls Power respectfully requests City Council approve Amendment No. 2 to Exhibit F of the Power Sales Agreement with BPA and authorize the Mayor to execute the document.

JRF/446

Attachment

C: City Clerk
City Attorney
File



CITY OF IDAHO FALLS

P.O. BOX 50220
IDAHO FALLS, IDAHO 83405-0220

MUNICIPAL SERVICES

PHONE: (208) 612-8249
FAX: (208) 612-8148

February 17, 2012

MEMORANDUM

TO: Honorable Mayor and City Council
FROM: S. Craig Lords, Municipal Services Director
SUBJECT: **CHARGED OFF ACCOUNTS**

Municipal Services respectfully requests authorization to Charge off as uncollectible, all utility accounts that have not had a transaction since 2007, which includes, but is not limited to; Bankruptcies, Skips, Deceased persons, and those with No Assets. These Accounts total \$278,657.49 which is .47% of sales for the year.

It is further requested that authorization be given to Charge off \$3,464.52 in Returned checks, \$2,885.78 in Uncollectible accounts and \$556,276.50 in Ambulance charges. The majority of Ambulance Charge offs are mandated by Medicare and Medicaid as per Federal and State law.

Municipal Services will continue to seek collections for any Charge off accounts that seem reasonable.

Respectfully,

A handwritten signature in black ink, appearing to read 'S. Craig Lords'.

S. CRAIG LORDS
MUNICIPAL SERVICES DIRECTOR

SCL/ch

Attachment

Cc: Mayor
Council
Sparks
Rockwood



CITY OF IDAHO FALLS

P.O. BOX 50220
IDAHO FALLS, IDAHO 83405-0220

MUNICIPAL SERVICES

PHONE: (208) 612-8249
FAX: (208) 612-8148

February 16, 2012

MEMORANDUM

TO: Honorable Mayor and City Council

FROM: S. Craig Lords, Municipal Services Director

SUBJECT: **WATER DISTRICT #1 AT 310 D STREET LEASE AGREEMENT**

Attached for your consideration is a proposed lease between the City of Idaho Falls and the Water District #1, for City owned property located at 310 D Street.

It is not anticipated that the property will be needed for public purposes during the term of the agreement.

Municipal Services respectfully requests the City Council approval of the lease agreement and authorization for the Mayor to execute said document.

Respectfully,

A handwritten signature in cursive script, appearing to read "S. Craig Lords".

S. CRAIG LORDS
MUNICIPAL SERVICES DIRECTOR

SCL/ch

Attachment

Cc: Mayor
Council
Witt



CITY OF IDAHO FALLS

P.O. BOX 50220
IDAHO FALLS, IDAHO 83405-0220

MUNICIPAL SERVICES

PHONE: (208) 612-8249
FAX: (208) 612-8148

February 16, 2012

MEMORANDUM

TO: Honorable Mayor and City Council

FROM: S. Craig Lords, Municipal Services Director

SUBJECT: **BID IF-12-08, TWO (2) NEW 2012 LARGE AREA ROTARY MOWERS**

Attached for your consideration is the tabulation for Bid IF-12-08, Two (2) New 2012 Large Area Rotary Mowers for use at the Parks Department and Pinecrest Golf Course.

It is the recommendation of Municipal Services to accept the low bid meeting specifications of RMT Equipment to furnish two (2) New Jacobsen R311T for an amount of \$51,713.00 each. The total purchase amount would be \$94,426.00 with trade-in units #917 and #2008.

Respectfully,

S. CRAIG LORDS
MUNICIPAL SERVICES DIRECTOR

SCL/ch

Attachment

Cc: Mayor
Council
Christiansen
Carlson



CITY OF IDAHO FALLS

P.O. BOX 50220
IDAHO FALLS, IDAHO 83405-0220

MUNICIPAL SERVICES

February 16, 2012

PHONE: (208) 612-8249
FAX: (208) 612-8148

MEMORANDUM

TO: Honorable Mayor and City Council
FROM: S. Craig Lords, Municipal Services Director
SUBJECT: **BID-IF-12-10, NEW VEHICLES**

Please find attached tabulation for BID IF-12-10, New Vehicles. It is the recommendation of Municipal Services that we award to the low bid meeting specifications as per Attachment "A".

Respectfully,

A handwritten signature in cursive script, appearing to read "S. Craig Lords".

S. CRAIG LORDS
MUNICIPAL SERVICES DIRECTOR

SCL/ch

Attachment

Cc: Mayor
Council
Carlson



CITY OF IDAHO FALLS

P.O. BOX 50220
IDAHO FALLS, IDAHO 83405-0220

MUNICIPAL SERVICES

PHONE: (208) 612-8249
FAX: (208) 612-8148

February 21, 2011

MEMORANDUM

TO: Honorable Mayor and City Council

FROM: S. Craig Lords, Municipal Services Director

SUBJECT: **YMCA LEASE AMENDMENT AND CONSENT TO ASSIGNMENT**

Attached for your consideration is the proposed lease amendment and consent to assignment between the City of Idaho Falls and the YMCA for City owned property located at 155 N. Corner, Idaho Falls, ID. It is not anticipated that the property will be needed for public purposes during the term of this agreement.

Municipal Services respectfully requests that the Council approve said lease agreement and authorize the Mayor to execute the documents.

Respectfully,

A handwritten signature in cursive script, appearing to read "S. Craig Lords".

S. CRAIG LORDS
MUNICIPAL SERVICES DIRECTOR

SCL/ch

Attachment

Cc: Mayor
Council
Witt

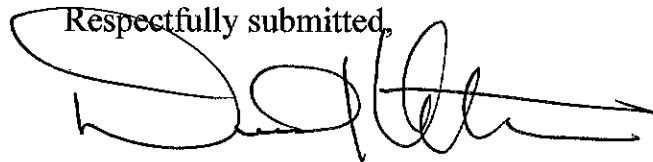
MEMO:

TO:	Honorable Mayor & City Council
FROM:	Division of Parks and Recreation
DATE:	February 23, 2012
RE:	Bid Award – Tautphaus Park Street Rehabilitation - 2012 Project # 2-38-30-3-PRK-2012-27

On Tuesday, February 7, 2012 at 3:30 p.m., bids were opened for the Tautphaus Park Street Rehabilitation Project. It is the recommendation of the Parks and Recreation Division to accept the responsive low bid of **\$46,108.00** and award said contract to **HK Contractors** of Idaho Falls. The engineer's estimate for the project was **\$50,170.00**.

The Parks and Recreation Division respectfully requests approval of the plans and specifications as presented and recommends authorization for the Mayor and City Clerk to execute said contract.

Respectfully submitted,



David J. Christiansen, CPRP
Director

Attachment

cc: Mayor
City Clerk
Council
Fredrickson
Fugal
File

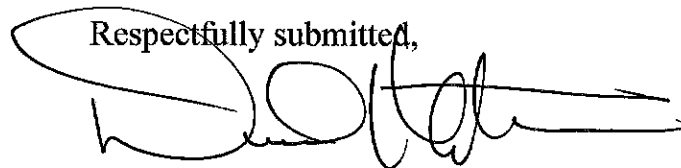
MEMO:

TO: Honorable Mayor & City Council
FROM: Division of Parks and Recreation
DATE: February 23, 2012
**RE: Bid Award – Skyline Tennis Court Rehabilitation
Project # 2-37-23-4-PRK-2012-25**

On Tuesday, February 7, 2012 at 2:30 p.m., bids were opened for the Skyline Tennis Court Rehabilitation Project. It is the recommendation of the Parks and Recreation Division to accept the responsive low bid of **\$31,945.00** and award said contract to **Vern Clark and Sons Construction, Inc.** of Idaho Falls. The engineer's estimate for the project was **\$41,750.00.**

The Parks and Recreation Division respectfully requests approval of the plans and specifications as presented and recommends authorization for the Mayor and City Clerk to execute said contract.

Respectfully submitted,



David J. Christiansen, CPRP
Director

Attachment

cc: Mayor
City Clerk
Council
Fredrickson
Fugal
File

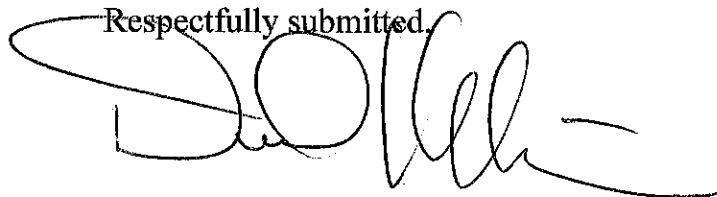
MEMO:

TO: Honorable Mayor & City Council
FROM: Division of Parks and Recreation
DATE: February 23, 2012
RE: Bid Award – Wes Deist Aquatic Center Electrical Upgrade Project

On Wednesday, February 8, 2012 at 10:00 a.m., bids were opened for the Wes Deist Aquatic Center Electrical Upgrade Project. It is the recommendation of the Parks and Recreation Division to award said contract to the responsive low bidder, **Wheeler Electric** of Idaho Falls, for the base bid of **\$61,400.00** plus alternate #1 at **\$17,300.00** for a total amount of **\$78,700.00**. The engineer's estimate for the project was **\$135,264.00**.

The Parks and Recreation Division respectfully requests approval of the plans and specifications as presented and recommends authorization for the Mayor and City Clerk to execute said contract.

Respectfully submitted,



David J. Christiansen, CPRP
Director

Attachment

cc: Mayor
City Clerk
Council
Fredrickson
Fugal
File

Memo

To: Mayor and Council
From: Steve Roos, Chief of Police
Date: February 16, 2012
Re: CITY COUNCIL AGENDA ITEM

Please review the attached Memorandum of Understanding (MOU) between the Bonneville County Prosecutor's Office, the Idaho Falls Police Department, the Bonneville County Sheriff's Office, region 7 Department of Health & Welfare, Probation and Parole, and the Snake River Children's Advocacy Center.

I respectfully request approval of this MOU at the February 23, 2012 City Council meeting.

Thank you.

C Dale Storer, City Attorney
Rose Anderson, City Clerk
Knut Meyerin, Public Information Officer

/ks

MOU Feb 23 2012

Memo

To: Mayor and Council
From: Steve Roos, Chief of Police
Date: February 21, 2012
Re: CITY COUNCIL AGENDA ITEM

Please review the attached draft ordinance relating to door-to-door sales.

I respectfully request approval of this ordinance at the February 23, 2012 City Council meeting.

Thank you.

C Dale Storer, City Attorney
Rose Anderson, City Clerk
Knut Meyerin, Public Information Officer

/ks

DOOR-TO-DOOR ORD Feb 23 2012

Memo

To: Mayor and Council
From: Steve Roos, Chief of Police
Date: February 21, 2012
Re: CITY COUNCIL AGENDA ITEM

Please review the attached amendment to the Beehive Ordinance (section 5-9-10) relating to the keeping of beehives.

I respectfully request approval of this amendment at the February 23, 2012 City Council meeting.

Thank you.

C Dale Storer, City Attorney
Rose Anderson, City Clerk
Knut Meyerin, Public Information Officer

/ks

BEEHIVE AMEND Feb 23 2012



City of Idaho Falls

PUBLIC WORKS DIVISION

P.O. BOX 50220
IDAHO FALLS, IDAHO 83405
www.idahofallsidaho.gov

MEMORANDUM

To: Honorable Mayor & City Council

From: Chad Stanger, Public Works Director

Date: February 15, 2012

Subject: **BID AWARD – ADJUSTMENT OF MANHOLES, WATER VALVE BOXES & STREET MONUMENTS, 2012**

On February 14, 2012, bids were received and opened for Adjustment of Manholes, Water Valve Boxes & Street Monuments, 2012. A tabulation of bid results is attached.

Public Works recommends approval of the plans and specifications, award to the firm providing the low bid, Knife River Corporation – Northwest, in an amount of \$87,990.00; and, authorization for the Mayor and City Clerk to sign contract documents.

Respectfully,

A handwritten signature in black ink that reads "Chad Stanger".

Chad Stanger
Public Works Director

CS:he

Attachment

c: Mayor
Council
Fredericksen

0-00-00-0-STR-2012-02



City of Idaho Falls

PUBLIC WORKS DIVISION

P.O. BOX 50220
IDAHO FALLS, IDAHO 83405
www.idahofallsidaho.gov

MEMORANDUM

To: Honorable Mayor & City Council

From: Chad Stanger, Public Works Director

Date: February 15, 2012

Subject: **EASEMENT VACATION – LOT 4, BLOCK 4, ST. CLAIR ESTATES, DIVISION NO. 3**

As earlier authorized, the City Attorney has prepared attached documents to vacate a utility easement located on Lot 4, Block 4, St. Clair Estates, Division No. 3.

Public Works recommends approval of this easement vacation; and, authorization for Mayor and City Clerk to sign necessary documents.

Respectfully,

A handwritten signature in black ink, appearing to read "Chad Stanger".

Chad Stanger
Public Works Director

CS:he

Attachment

c: Mayor
Council
Fredericksen

2-38-33-2-ROW-00-0



City of Idaho Falls

PUBLIC WORKS DIVISION

P.O. BOX 50220
IDAHO FALLS, IDAHO 83405
www.idahofallsidaho.gov

MEMORANDUM

To: Honorable Mayor & City Council

From: Chad Stanger, Public Works Director

Date: February 15, 2012

Subject: **CHANGE ORDER NO. 2 – WASTE WATER TREATMENT PLANT WINDOW REPLACEMENT & FINISH UPGRADE PROJECT**

Attached is proposed Change Order No. 2 to the Waste Water Treatment Plant Window Replacement and Finish Upgrade Project in the amount of \$2,094.00. This Change Order resulted from additional work requested by the City.

Public Works recommends approval of this Change Order; and, authorization for Mayor and City Clerk to sign necessary documents.

Respectfully,

A handwritten signature in cursive script that reads "Chad Stanger".

Chad Stanger
Public Works Director

CS:he

Attachment

c: Mayor
Council
Fredericksen
D.Smith



City of Idaho Falls

PUBLIC WORKS DIVISION

P.O. BOX 50220
IDAHO FALLS, IDAHO 83405
www.idahofallsidaho.gov

MEMORANDUM

To: Honorable Mayor & City Council

From: Chad Stanger, Public Works Director

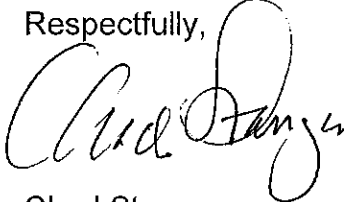
Date: February 16, 2012

Subject: **IDAHO TRANSPORTATION DEPARTMENT COOPERATIVE AGREEMENT – PANCHERI DRIVE UNDERPASS**

Attached is a proposed Cooperative Agreement between the City and Idaho Transportation Department with respect to Pancheri Drive Underpass. This agreement specifies non-participating work items related to City utilities which will not be eligible for federal funding, estimated to be \$121,000.00. The City will be financially responsible for these items.

Public Works recommends approval of this agreement; and, authorization for Mayor and City Clerk to sign the necessary documents.

Respectfully,



Chad Stanger
Public Works Director

CS:he

Attachment

c: Mayor
Council
Fredericksen
Flowers

2-37-24-4-STR



City of Idaho Falls

PUBLIC WORKS DIVISION

P.O. BOX 50220

IDAHO FALLS, IDAHO 83405

www.idahofallsidaho.gov

MEMORANDUM

To: Honorable Mayor & City Council

From: Chad Stanger, Public Works Director

Date: February 15, 2012

Subject: **PROFESSIONAL SERVICES AGREEMENT AMENDMENT – PIERSON LAND WORKS, MEMORIAL DRIVE RECONSTRUCTION PROJECT**

Attached is a proposed amendment to the Professional Services Agreement with Pierson Land Works for Memorial Drive Reconstruction Project. This amendment, as proposed, results in an increased cost of \$10,000.00, and is based upon additional services requested by the City. These additional services are associated with design and construction of the Memorial Drive Promenade.

Public Works recommends approval of this amendment; and, authorization for Mayor and City Clerk to sign necessary documents.

Respectfully,

A handwritten signature in black ink, appearing to read "Chad Stanger".

Chad Stanger
Public Works Director

CS:he

Attachment

c: Mayor
Council
Fredericksen

2-38-19-2-STR-2006-18



City of Idaho Falls

PUBLIC WORKS DIVISION

P.O. BOX 50220
IDAHO FALLS, IDAHO 83405
www.idahofallsidaho.gov

MEMORANDUM

To: Honorable Mayor and City Council

From: Chad Stanger, Public Works Director

Date: February 15, 2012

Subject: **PROFESSIONAL SERVICES AGREEMENT – WASTE WATER
SECONDARY TREATMENT UPGRADES, MURRAY SMITH
AND ASSOCIATES, TASK ORDER NO. 12-01**

On May 12, 2011, the City Council approved selection of Murray, Smith and Associates to perform engineering design and related services for Waste Water Secondary Treatment Upgrades Project; and, authorized Public Works to negotiate scope of services and fees for the project. Attached is Task Order No. 12-01 providing for final design services in the amount of \$1,350,500.00.

Public Works recommends approval of Task Order No. 12-01; and, authorization for Mayor and City Clerk to sign necessary documents.

Respectfully,

A handwritten signature in black ink, appearing to read "Chad Stanger".

Chad Stanger
Public Works Director

CS:he

Attachment

c: Mayor
Council
Fredericksen
D.Smith

2-37-35-1-SWR-2010-33