



CITY COUNCIL CHAMBERS

680 Park Avenue

Idaho Falls, ID 83402

*Thank you for your interest in City Government. If you wish to express your thoughts on a matter listed below, please contact Councilmembers by email or personally **before** the meeting. Public testimony on agenda items will not be taken unless a hearing is indicated. 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. Regularly-scheduled City Council Meetings are live streamed at 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 accommodate your needs.*

1. **Call to Order.**

2. **Pledge of Allegiance.**

3. **Special Presentation from the Linden Park Elementary School “Nerds for Safety” First Lego League Robotics Team** (Students: Devyn Asay, Damien Christensen, Clarissa Cogliati, Quincee Gose, Alyssa Hurtado, Aliyah Jones, and, Dallin Mitchell; Coaches: Michael Gose and Jeff Mitchell)

4. **Public Comment.** *Members of the public are invited to address the City Council regarding matters that are **not** on this agenda or already noticed for a public hearing. When you address the Council, please state your name and city for the record and please limit your remarks to three (3) minutes. 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.*

5. **Consent Agenda (2019 Business – “Concluding Fiscal Matters”).** *Any item may be removed from the Consent Agenda at the request of any member of the Council for separate consideration.*

A. Item from the Airport:

- 1) Minutes from the November 2, 2019 Airport Leadership Workshop

B. Item from Idaho Falls Power:

- 1) Minutes from the September 26, 2019; October 24, 2019; and, November 14, 2019 Idaho Falls Power Board Meetings

C. Items from Municipal Services:

- 1) Treasurer’s Report for the month of November, 2019
- 2) Minutes from the December 9, 2019 Council Work Session; December 12, 2019 Council Meeting; and, December 19, 2019 Council Meeting
- 3) License Applications, all carrying the required approvals

RECOMMENDED ACTION: Approve, accept, or receive all items on the Consent Agenda according to the recommendations presented (or take other action deemed appropriate).

6. **Regular Agenda.**

A. State of the City Address

B. Installation of New Council Members (Administration of Oaths of Office and Presentation of Certificates of Election)

- 1) Tom Hally
- 2) Michelle Ziel-Dingman
- 3) John Boyd Radford

C. Council Administration

1) Election of Council President: Idaho Code 50-702, QUALIFICATION OF COUNCILMEN — TERMS — INSTALLATION ... Councilmen elected at each general city election shall be installed at the first meeting in January following election. ... The newly elected shall conduct such business as may be necessary, one (1) item of which shall be the election of a member as president of the council.

2) Announcement of Council Liaison Assignments

7. **Consent Agenda (2020 Business).** *Any item may be removed from the Consent Agenda at the request of any member of the Council for separate consideration.*

A. Items from Municipal Services:

- 1) Quote 20-012, Purchase of Garage Door Replacement for Idaho Falls Power
- 2) Quote 20-013, Water Inventory for Public Works
- 3) Quote 20-014, Purchase of Conductor Inventory for Idaho Falls Power
- 4) Bid IF-20-06, Overhead Fiber Project for Idaho Falls Power
- 5) Bid IF-20-I, Purchase of Six Replacement Vehicles and One Addition to the Fleet
- 6) Sole Source Purchase – Replacement Pump Purchase for Public Works

RECOMMENDED ACTION: Approve, accept, or receive all items on the Consent Agenda according to the recommendations presented (or take other action deemed appropriate).

8. **Announcements.**

9. **Executive Session.**

An Executive Session will be held immediately following the conclusion of the agenda items listed above. The Executive Session 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." The Executive Session will be held in the City Annex Conference Room. At the conclusion of the Executive Session the Council will not reconvene into Regular Council Meeting.

10. **Adjournment.**

November 2, 2019 - Unapproved

The City Council of the City of Idaho Falls met in Airport Leadership Workshop, Saturday, November 2, 2019, at the Idaho Falls Regional Airport Conference Room, 2140 N. Skyline Drive, in Idaho Falls, Idaho at 8:00 a.m.

Call to Order and Roll Call:

There were present:

Mayor Rebecca L. Noah Casper
Councilmember Thomas Hally
Councilmember John Radford
Councilmember Jim Freeman
Councilmember Shelly Smede
Councilmember Michelle Ziel-Dingman

Absent:

Councilmember Jim Francis

Also present:

Rick Cloutier, Airport Director
Jayme Verish, Airport Operations Manager
Reeves Russell, Airport Security Coordinator
Brook Edwards, Airport Administrative Assistant
Randy Fife, City Attorney
Andy Coose, Federal Security Director

Mayor Casper called the meeting to order at 8:06 a.m. with the following items:

Announcements:

Mayor Casper reminds attendees that this is an official City Council meeting and the agenda is followed very closely. This meeting is designed for council members to receive information, there is no official action that will be taken.

Airport Updates/Fiscal Year (FY)-19 Budget Review/Air Service Development//Ground Transportation Plan:

Director Cloutier reviewed the following with general discussion throughout:

FY-2019 Budget Information (Preliminary)

Revenue: \$3,452,109

Expenditures: \$3,226,362

Difference: \$225,747

Budgeted Revenue: \$2.98 Million

Budgeted Expenditure: \$3.235 Million

We came in over revenue and under expenses for this fiscal year.

Last year we came in \$63,030 and the previous year we came in the red \$186,220

Our main drivers to that increase in revenue is:

Our car rental revenue is up 14% over \$100,00 from previous year.

Our airline revenue is up 21% \$140,000 from previous year.

Our parking revenue is up \$100,000 from previous years.

Passenger information, keep in mind Federal Aviation Administration (FAA) runs by calendar years.

FY-2019 Passenger Information (Preliminary)

175,638 Enplanements (people getting on an airplane)

173,195 Deplanements (people getting off an airplane)

Total Passengers 348,833

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12% increase from last year – if we continue to have a good November and December we will set a record for passengers in the history of this airport.

Director Cloutier discussed Air Service Development and meeting with non-encumbrance airlines. Met with six (6) airlines last week and will meet with Delta and United this week. Working on Air-Service Development quite aggressively. Waiting to hear back from the Small Community Air Service Development Grant (SCASDP) application that was filled out back in July. This will help us become more marketable to bring in another airline.

Director Cloutier announced as of November 1, 2019 we have a dedicated Transportation Security Administration (TSA) pre-check lane here at Idaho Falls Regional Airport. The local pre-check event that was held here September 16, 2019 through September 20, 2019 processed and approved approximately three hundred and fifty (~350) people. We are looking at doing this again next year based on the fantastic turn-out.

Director Cloutier stated that we are going through a complete rebadge of our Air Operating Area (AOA) badges, approximately three hundred (~300) badges will have to be reissued. This is a requirement by TSA due to some incidents that have happened. We are holding multiple classes a week to ensure that we meet those requirements. At the end of this rebadge time anyone that has not been through the class their badge will be deactivated and they will not be able to access the airport until they have completed the required training.

Director Cloutier announced that unfortunately due to some permit issues and inspections the baggage claim area is not open yet. It is anticipated that come Tuesday or Wednesday we should be able to open that up. We are finalizing Phase II and III of the Expansion of the Terminal Building (downstairs and upstairs). This will include three (3) new jet bridges, six (6) total gates, etc. This project will go out to bid in December and will be submitted to the FAA and will be begin construction in the spring of 2020.

Transportation Security Administration (TSA) Requirements at a Federalized Airport:

Mr. Coose thanked the community support during the Federal Government shutdown last spring, the longest government shutdown in United States History. This left our folks without a paycheck and this community really stood up and supported our folks.

Prior to September 11, 2001 airlines were screening the bags. After the attack on 9/11 TSA was created. All baggage was being screened November 19, 2001. Mr. Coose referenced 2007 O'Hare Chicago stating that things were not getting done and was not being monitored and things got away.

Meeting the TSA Requirements – Airport Security Plan:

Mr. Russell gives the introduction to Airport Security focusing on Federal Rules & Regulations regarding Airport Security and Administration of the Airport Security Program (ASP). Triggering Events that Prompted Aviation Security Regulations: The first recorded aircraft hijacking took place on February 21, 1931, in Arequipa, Peru. The first hijacking of a commercial flight occurred on the Cathay Pacific *Miss Macao* on July 16, 1948. An explosive device was discovered on a TWA flight from New York's JFK airport, and was disarmed before it detonated. Two Hijackers passed through security in Portland Maine, a community similar to Idaho Falls

Mr. Russell states that Ensuring the Safety of Commercial Aviation Through Regulation with the Air Transportation Security Act of 2001. Transportation Security Administration created in November 2001. Responsibility for airport security shifted to TSA. TSA is now a branch of the Department of Homeland Security.

Mr. Russell states that TSA/FAA/Airport Operator all have a share in the safe and secure operation of the Airport. Who holds what Regulatory Responsibilities.

TSA

- Regulates Airport and Aircraft Operators' Security Programs
- Investigates possible violations of Aviation Security Regulations

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- Issues civil penalties or written reprimands if necessary
- Ensures that all passengers and baggage are screened before being allowed onto an aircraft
 - Most well-known function of TSA is the screening operation conducted at the majority of US commercial service airports

Airport Operators: The airport enacts security programs tailored to the airport's individual situation

- Primarily responsible to ensure all employees with access to the Secured Areas of the Airport are vetted and training
- Prevent unauthorized access to the Secured Areas/AOA
- Ensure a safe airfield environment for aircraft to operate from
- Maintain and practice emergency response procedures for Security or Aircraft incidents

FAA

- Established and maintains safe and navigable airspace
- Certifies competency of key aviation personnel (e.g. pilots, mechanics, air traffic controllers)
- Regulates airfield safety standards

TSA regulates the organizations that have a hand in the security of United States' commerce infrastructure

TSA Regulations apply to the following groups:

- Airport Operators (IDA)
- Aircraft Operators (United/Delta/Allegiant)
- Air Cargo Operators (FedEX/UPS)
- Airport Tenants (Aeromark/Hangar Owners)
- Individuals (Passengers, tenants and aviation employees)
- And shares responsibility for highways/railroads/ports/pipelines

Security is not One-Size-Fits-All

Airport Security requirements are broken down in the following categories -

- Category X - airports are the largest and handle five million or more annual enplanements and one million or more international enplanements. These are usually Large Hub airports (JFK, LAX, ATL).
- Category I - airports are the second-largest, handling over 1.25 million annual enplanements. These are usually Large or Medium Hub airports.
- Category II - airports handle between 250,000 and 1.25 million annual enplanements. These are usually Small or Medium Hub airports.
- Category III - airports handle less than 250,000 annual enplanements. These are usually Small or Non-Hub airports.
- Category IV - airports have scheduled passenger or public charter service between 31- 60 seats. These are usually Non-Hub airports or General Aviation airports with periodic commercial service.

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Categories are based on annual passenger enplanements, as well as other regional/political factors, and higher category airports have more stringent security requirements that must be met.

Security is not One-Size-Fits-All

- Category III - airports handle less than 250,000 annual enplanements. These are usually Small or Non-Hub airports.
- Category IV - airports have scheduled passenger or public charter service between 31- 60 seats and do not enplane from or deplane into a sterile area. These are usually Non-Hub airports or General Aviation airports with periodic commercial service.

Ensuring the Safety of Commercial Aviation Through Regulation

CFR 49 Part 1542 is the guiding document of regulatory requirements for Commercial Service Airports in the United States

Part 1542 Requires Cat III Airports to perform the following tasks:

- Create and Maintain a *Complete* Airport Security Program that meets 1542 requirements
- Appoint an Airport Security Coordinator that is available to TSA 24 hours a day
- Vet individuals applying for access to the airport
- Maintain an access control system that can instantaneously deny access to the Airport for individuals that have not been vetted or have had their access revoked
- Issue ID media that acts as identification as well as access cards for the access control system
- Regularly Audit the access control system and access media
- Ensuring the Safety of Commercial Aviation Through Regulation

Ensuring the Safety of Commercial Aviation Through Regulation

- a) Each airport operator required to have a security program under §1542.103(a) must establish an AOA, unless the entire area is designated as a secured area.
- b) Each airport operator required to establish an AOA must prevent and detect the unauthorized entry, presence, and movement of individuals and ground vehicles into or within the AOA by doing the following:
 - 1) Establish and carry out measures for controlling entry to the AOA of the airport in accordance with §1542.207.
 - 2) Provide for detection of, and response to, each unauthorized presence or movement in, or attempted entry to, the AOA by an individual whose access is not authorized in accordance with its security program.

Mr. Russell states that Insider Threat is a growing concern for TSA, in addition to all regulatory requirements is Insider Threat.

- Insider Threat: The threat that an insider will use her/his authorized access, wittingly or unwittingly, to do harm to the security of the United States. This threat can include damage to the United States through espionage, terrorism, unauthorized disclosure of national security information, or through the loss or degradation of departmental resources or capabilities.
- Insider Threat:
 - Horizon Airlines mechanic

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- American Airlines mechanic
- Germanwings 9525 Pilot Suicide
- Drug/Gun/Human trafficking rings at large airports
- Laptop and soda bombing

Insider threat initiatives include

- Awareness programs such as “See Something, Say Something”
- AOPA – Airport Watch
- Airport has enrolled in the RAP Back Program to receive more timely reporting of disqualifying criminal offenses

Everyone is responsible for Airport Security.

Airport Ground Transportation Plan:

Ms. Verish gives a quick introduction to the purpose of Ground Transportation that it is to provide commercial ground transportation service providers with operational rules, regulations, and fees to ensure that all persons utilizing the Idaho Falls Regional Airport have a safe, secure, and efficient options for ground transportation services.

The Airport Administration Staff have recognized several challenges that would benefit from the implementation of a Ground Transportation Plan, including:

- Loss of revenue
- Customer Experience
- Safety & Security

Ms. Verish explains Idaho Falls Regional Airport’s (IDA’s) Ground Transportation Plan. The Safety & Security of the public is the number 1 priority of the Idaho Falls Regional Airport Staff.

The Ground Transportation Plan will provide for the following:

- Designated Pick-up/Drop-off points & Commercial Transportation Provider Holding Area(s)
 - This will help to alleviate traffic congestion during peak times and provide a safer experience for pedestrians utilizing the Parking Lot
- Service Provider Permitting
 - Vehicle Standards
 - Operator Standards
 - Operating Rules

Customer Experience will be improved through adoption of the Ground Transportation Plan

Designated drop off spots for different service providers with

- Taxi
- TNC
- Shuttle – Hotel and/or travel companies, i.e. Salt Lake Express

Vehicle and Driver standards to ensure clean, comfortable, safe service from providers

Fees collected from Ground Transportation Providers will go to curbside improvements and maintenance of infrastructure (roadways, signs, curbs, parking areas, etc.)

Currently ground transportation service providers do not pay fees or contribute to Airport revenue, but continuously operate from the Airport, taking advantage of infrastructure, personnel, and facilities operated and maintained by the Airport.

Ms. Verish states that IDA’s next steps for the Ground Transportation Plan is to:

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Complete draft of the proposed Ground Transportation Plan
Submit Plan to Legal Services for review and comments
Stakeholder Meetings
Present Plan to City Council for review and comments

Airport Leadership Discussion/Closing Comments:

Mayor Casper addressed Mr. Fife asking if the stakeholder meetings with Transportation Network Companies (TNC's) will be public or private. Mr. Fife stated depends on what is involved in the meeting, if a decision needs to be made then yes it needs to be public. Legally they are not required to be public. Because there are no requirements that these meetings are public, Mayor Casper asked that a decision be made if you want the council members there or not.

There being no further business, the meeting adjourned at 10:35 a.m.

Brook Edwards - Administrative Assistant

Rebecca L. Noah Casper - Mayor

September 26, 2019 Unapproved

The Idaho Falls Power Board of the City of Idaho Falls met Thursday, September 26, 2019, at the Idaho Falls Power Conference Room, 140 S. Capital, Idaho Falls, Idaho at 7:00 a.m.

Call to Order, Roll Call, and Announcements:

There were present:

Mayor Rebecca L. Noah Casper
Board Member Thomas Hally (called in)
Board Member Jim Francis
Board Member Shelly Smede
Board Member Jim Freeman
Board Member John Radford
Board Member Michelle Ziel-Dingman

Also present:

Bear Prairie, Idaho Falls Power (IFP) General Manager
Stephen Boorman, IFP Assistant General Manager
Randy Fife, City Attorney
David Smith, City Accountant III
Pam Alexander, Municipal Services Director
Josh Roos, Treasurer
Linda Lundquist, IFP Executive Assistant

Mayor Casper called the meeting to order at 7:03 a.m. with the following items:

Calendar, Announcements, and Events Update:

Mayor Casper reviewed the upcoming board meeting and trade conference schedules and shared some newsletters. GM Prairie talked about hydropower as a renewable resource and is indicative of the Northwestern states, unlike the rest of the country who relies on coal. He mentioned how subsidy credits gave the wind industry an economic boost. Mayor Casper continued that there are organizations who want to see solar tax credits continue and are petitioning Mayors across the West to sign a letter of support, but she thinks solar is not cost effective and since the City of Idaho Falls is already delivering clean power, she's opting not to sign the letter unless otherwise directed by the board. She also announced that Idaho Power has a new president. GM Prairie replied that historically, when they get a new CEO, they become the president of the board as well. Mayor Casper stated that Idaho Power is the biggest utility provider in the state and a technology board advisor to NuScale, which is highly relevant to us knowing what is going on. They operate dams that are not run of the river, and on the water side they are a huge player including the aquifer recharge. In 2007, 08, and 09, a goal was made to reset the aquifer, as recharging is valuable. The last three years have been good recharge years, with a ten-year rolling average. She continued to say that with plenty of power to meet customer needs, they would like to generate power particularly in the winter, putting pressure on the Idaho Water Resources Board to curtail recharge. Board Member Radford added that batteries are a good bright future, an 80 trillion dollar industry right now. GM Prairie stated that Senator Elizabeth Warren is emerging as a top contender for the Democratic nomination and that UAMPS is trying to get into her office to discuss the Small Nuclear Reactors (SMR). He continued to say that Secretary Perry is the second longest serving cabinet member and will be leaving at the end of the year as Secretary of Energy, and noted that it's a big risk factor. Secretary Perry was supportive of SMR and good at managing politics. Board Member Freeman encouraged the group to read about Sweden's Plan. Board Member Freeman stated that the nuclear waste of one person's lifetime could fit into a soup can. Mayor Casper said that it is spent fuel and can be reused. Board Member Radford added that accidents are rare and

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there are no lung problems like there are in the coal and natural gas industry where there are 636 deaths compared to two deaths per 100 thousand megawatts of energy produced. GM Prairie continued that the death rate is appalling in the Congo where cobalt is being mined for batteries with child labor and added that the auto manufacturers buy verified source cobalt. He concluded that everything we do to produce energy has an impact, the goal is to pick the least impactful.

Board Policy 17-POL-02:

GM Prairie stated that Mr. Fife offered some great edits to policy number two, the Idaho Falls Power Board Policy, including cleaning up and clarifying some of the language about who attends the meetings and represents the utility, summer and winter conferences, and specifying how travel is paid for when traveling for the utility. Board Member Freeman asked if the policy states how often it will be updated and GM Prairie replied that it is a living document and can be changed throughout the year and he invited the board to markup any policy for review. There was a head nod to accept the policy updates.

Board Policy 17-POL-03:

GM Prairie reviewed policy number three, the Idaho Fall Power Board Training, and talked about purchasing shirts for the board members to wear when representing the utility in the community. There was a discussion about City Council acting as the Idaho Falls Power Board Members and if the minimum number of members should be more or less than six or a combination of four with two potential proxies. The pros and cons were discussed in each scenario. Board Member Radford stated that 43 percent of municipalities use the City Council model like IFP does. AGM Boorman said that he wouldn't want to limit the ability of folks running for City Council because they have other jobs. GM Prairie stated that there are additional web trainings available if members are not able to participate in some of the annual conferences and that he supplements training by adding extra reading materials to the end of the monthly board packets and added that he is not in favor of increasing the size of the board. Mayor Casper encouraged the board to attend more of the annual conferences that IFP is involved with, as they provide incredible learning opportunities. Mayor Casper is putting together a packet for candidates who are running for City Council so they know up front their responsibilities. She added that it will be ready by the next election season. GM Prairie concluded that board training and the revised board book will be topics for discussion at the January meeting and meanwhile he asked the board to provide edits and comments for next month's meeting.

Title 8, Chapter 5 Ordinance Revision:

GM Prairie stated that every year there is an opportunity to change the fees, clean up the ordinance, and put them into place before the rates go into effect Oct. 1. He continued to say that he is trying to weave electric and fiber, but also wants to keep separate as fiber continues to grow. He mentioned an area of clean up would be the fee in place, if the power factor is below 85 percent and added that this would be a good topic of discussion for January with general electric training. GM Prairie said there is an added online application for electric services as he's been working with Municipal Services to transition to an online application and the ability the make changes to customers' accounts, etc. (p18) He stated that the utility runs into easement/access issues from time to time so he would like to update the ordinance to gain access or if refused access give the ability to disconnect electric and/or fiber. Mayor Casper offered that it might serve us well to provide some education to the public on the new meters and remote disconnect. (p22) GM Prairie continued to say that language will be clarified on the Advanced Metering Infrastructure (AMI) opt out because currently, we don't know if the opt out customer meters have been tampered with, so we get out to inspect them once per year. If they don't pay their bill, they can be removed from the opt out list. He said that about 40 customers remain on the list and added that Rocky Mountain Power is in the process of changing out their meters and they will not be offering an opt out option. Board Member Francis asked for clarification on 85 nonowner occupied and what is the agreement with the rentals and City Attorney Randy

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Fife stated that the Idaho Supreme Court rules that the contract is with the customer and not the property owner.

Title 8, Chapter 13 Ordinance Revision:

GM Prairie proposes to add language to the fiber chapter as we are installing more fiber to the premise. He noted the changes are needed because of the fiber to home network that is a “lit” network as opposed to our other dark network that has operated since 2002 and will also stay in service for our community. There is also the potential for providers to enter into a Service Level Agreement (SLA), which is a separate agreement for entities that require a higher level of service, for example, cell service. He stated that we would like to provide great service to everyone all of the time but an SLA can help us clarify those customers whose business needs require a higher level need. And continued to say that with 96 strands of fiber on dark service, it could be three hours to splice and that the SLA provides a higher level of service. Section 8-13-10C should state that if the customer is not on the electric system, then they cannot be on fiber service. Board Member Radford pointed out that is critical because we need fiber to support our electric system. GM Prairie continued to review the proposed changes in section 8-13-12, which separates the two business models and stated that section 8-13-25, by eliminating the “fee for service” and referencing the fee ordinance, it gets rid of some of the complexity about cost-sharing. Mayor Casper announced that the proposed changes to the fee resolution will be on the Council’s agenda this evening and that she appreciated GM Prairie cleaning up the language.

Natural Gas Heater Conversion:

AGM Boorman stated some of the reasons that it makes sense to convert the shop, warehouses and old truck bay to natural gas radiant heaters are that the heat is conductive and radiant like from the sun and provides a more comfortable workspace in large areas like warehouses. He added that the existing electric heaters have past their usability and that when they break down, there aren’t any available replacement parts to repair them. GM Prairie added that we use a lot of energy to heat the ceiling and leave a cold warehouse floor area and that it makes sense to upgrade the new truck bay next year with radiant heaters as well. Mayor Casper asked if the goal is to have warm concrete in the winter so the trucks don’t slip? AGM Boorman said that radiant heat is more comfortable to work and walk around in and that it heats up materials in the room. GM Prairie added that with electrical forced air heat, all the heat goes out once the doors are opened and noted the importance for bucket trucks to be parked indoors because they are dielectric and not a grounded apparatus, thus adding another layer of safety. Board Member Francis asked if once we head down the gas route, will we be stuck with it? AGM Boorman replied that there is a four to five-year return on investment. Board Member Radford asked if there are already gas connections and AGM Boorman replied, yes that work had already been done. Board Member Radford asked if there are waste-oil collectors for shops and that he didn’t know if there would be a high carbon release and AGM Boorman answered that there are some available.

Brown & Kysar Inc. Generation Protection Services:

AGM Boorman explained how relay components work in substations and on the line and noted that there are a lot of them in power plants. He stated that the older ones are good and reliable for 50-60 years, but the limitation is they cannot communicate with the Supervisory Control and Data Acquisition system. GM Prairie added that it offers more protection for the machine and it reduces false trips, which will eliminate a two-hour call out every couple of months. GM Prairie would like to put out a Request for Proposal contract for time and material that will likely come before City Council in October.

Q3 Financial Update:

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David Smith, City Accountant III announced that he will report quarterly for both power and fiber. GM Prairie stated that fiber to home is \$30 and pays for capital costs and that the Utah Telecommunication Open Infrastructure Agency payment covers operations to run the network. The City provides interest-free loans to service providers. Fiber will be following the electric policy where if a customer is 30-days past due, there will be a four percent fee added on. Board Member Ziel-Dingman asked for clarification on QuickNet. GM Prairie stated that fiber shutoffs are a little more complicated with customers that run online businesses. He added that the contributed capital of 1.4 million dollars has not been added in yet and Mr. Smith said that it gets added in once per year.

Mr. Smith reported that the electric audit went very well with a small variance of only \$4,000 on a \$3,663,725 inventory. He said we are just short of 5 million dollars a month in revenue. GM Prairie emphasized how transfers are shown on the balance sheet. He pointed out that the interest income of \$670,000 made through investments by the Treasurer's office is much greater than the \$39,000 the year prior. Board Member Radford asked about the usage rate. GM Prairie said that in reviewing the budget, that \$426,353 came to us from Bonneville Power Association and noted that the price of natural gas had gone down and electric usually follows. He added that he put a little hedge on the books so as not to be cut short in the Winter months. He continued that Jackson and the Palisades are a little fuller than normal and said that it's expected to be colder and wetter over the next two weeks. GM Prairie concluded, the flows in August had really dropped off the Columbia without much moisture in the Northwest but was an overall good year that should carry into next year.

Mayor Casper proposed to table the Carbon Free Resolution discussion due to lack of time.

Utility Billing Update:

GM Prairie stated that there will be a discussion in the November meeting relating to billing. Josh Roos, Treasurer said that he meets monthly with a committee to discuss billing and how to best serve our customers. He added that credit card usage has increased dramatically and costs the City up to \$3.00 per customer transaction, which equates to an expense of about \$400,000 per year to the City. Mr. Roos stated in the proposed fee resolution for Oct. 1, 2019 that a fee of \$3.95 will be charged to the customer for using a credit card to pay their utility bill. He continued to say that two kiosks will be added for customer's convenience; one downtown operating 24 hours per day, and one at the Electric Administrative building open from 8 a.m. to 5 p.m., Monday through Friday. Board Member Radford asked what percentage of payments are made with credit cards and Mr. Roos responded that at least half of utility payments are made with credit cards. He added that the City has been promoting autopayments and noted that the usual monthly signup had gone from 30 new customers per month to 400. He continued to say the City has also been promoting paperless billing, which gives the customer back \$1 per month (the cost to send a paper statement). There was a discussion on the new look of the bill and the wording of the utility newsletters. Mr. Roos added that he is working with the committee on developing text and email alerts for customers on their billing. He also said that the interactive voice response in Spanish went live yesterday for online signups and disconnects.

Fiber Pilot Wrap-up and Next Steps Discussion:

GM Prairie announced there will be a Fiber Pilot Open House on Oct. 17, 2019 at Sunnyside Elementary. He explained the fiber network and its importance and added that the cost of service is broken down by aerial and conduit installations. He stated that aerial is very inexpensive compared with direct bury, which is more than double the drop cost, but includes landscaping. GM Prairie said that a large electrical upgrade went in along with fiber and the utility had upwards of 50 staff working in neighborhoods and noted that some areas in particular had difficult rocky soil and in these direct bury areas, it ended up being a large

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undertaking. He stated that other areas of the City have much better soil like the Westside, where there is a need for electric line replacement. There was a discussion on the Governor's Broadband Task Force and service provider's return on investment. GM Prairie announced a proposed reduction in the City infrastructure charge from \$30 to \$25 per month to begin in January. He added that the reduction will put IFP out one more year from payoff, but noted that the chart doesn't consider there will likely be more customers than projected because of lower costs. He stated that with a continued buildout, by working on aerial service throughout the winter, starting up direct bury in the spring, and continuing to add new fiber huts in set areas, that by early next summer there will be 4000 additional customers the network will pass by. AGM Boorman added that there are some high priority underground issues that will get resolved. There was a discussion on the general format of the fiber open house meeting. GM Prairie concluded with a reminder to the Board to read the additional packet, and that there is good information on conservation.

There being no further business, the meeting adjourned at 11:10 a.m.

Linda Lundquist, EXECUTIVE ASSISTANT

Rebecca L. Noah Casper, MAYOR

October 24, 2019 Unapproved

The Idaho Falls Power Board of the City of Idaho Falls met Thursday, October 24, 2019, at the Idaho Falls Power Conference Room, 140 S. Capital, Idaho Falls, Idaho at 7:00 a.m.

Call to Order, Roll Call, and Announcements:

There were present:

Mayor Rebecca L. Noah Casper
Board Member Jim Francis
Board Member Shelly Smede
Board Member Jim Freeman
Board Member John Radford (left at 9:30 a.m.)
Board Member Michelle Ziel-Dingman

Absent:

Board Member Thomas Hally

Also present:

Bear Prairie, Idaho Falls Power (IFP) General Manager
Stephen Boorman, IFP Assistant General Manager
Michael Kirkham, Assistant City Attorney
Linda Lundquist, IFP Executive Assistant

Mayor Casper called the meeting to order at 7:02 a.m. with the following items:

Calendar, Announcements, and Events Update:

Mayor Casper announced the upcoming Engineering Week, the Chernobyl talk at the museum and mentioned that the Governor's Broadband Taskforce will not be coming forward with a recommendation. There was a discussion on Pacific Gas and Electric's (PG&E) rolling blackouts and the industry in general including, the complexities, risks and costs when private utilities are faced with selling their assets to public entities. Mayor Casper talked about the tour of nuclear facilities that occurred in France a couple of weeks ago and how France is storing and reprocessing spent fuel. She said that the International Atomic Energy Agency sent a crew out to interview several facilities including the Utah Associated Municipal Power Systems (UAMPS) and created a video to be shown in Vienna. GM Prairie stated that there was a group of about 15 people from Romania at his UAMPS conference in Corvallis, Oregon last week, and mentioned that UAMPS is being careful to keep the Small Nuclear Reactor (SMR) discussion bi-partisan and that the Department of Energy has been pretty efficient behind the scenes navigating the discussion. He announced the upcoming utility trade industry meetings and mentioned that Municipal Services and IFP staff will be presenting at the November board meeting.

Board Policy 17-POL-01 Review and Discussion:

GM Prairie reviewed the Payment in Lieu of Taxes Policy (17-POL-01) and said that the policy can use some clean-up and everyone should redline the policy for a future discussion in January or February, 2020. He gave the history of how the board had voted on the cap since 2008 and ended up using the American Public Power Association's (APPA) benchmark in 2016 with a set amount for departments to do what they wanted with the money. Board Member Freeman asked what the hard number amount is and GM Prairie said about 1.4 million and that the desire was to get back to stable and predictable PILOT that follows our historical contributions in order to continue with the fiber pilot and once there is a three-year average, then that would dictate the budget. There was a small discussion on franchise fees.

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Board Member/Non-Council Member Discussion:

GM Prairie gave a brief history of boards around the region and talked about citizen review processes that sometimes recommend separate boards from the City Council. There was a discussion on the pros and cons of managing two separate boards or maybe having one board and forming an advisory committee and how Electric puts a lot of demands on its members with meetings, out-of-town conferences and training. Board Member Radford mentioned that the average time a board member serves is four years and that it might be a good idea to create a subcommittee to the board that would train new board members or maybe have someone like Mr. Leto come in and train. GM Prairie thought that it might be a good idea to bring in someone like Mr. Leto to talk about the board's history and stated that the current Board works collaboratively on solutions and that he will continue to put policies in place to meet the Board's needs. He mentioned that staff is updating a new board book and that most of the training can be handled offline so as not to use too much of the Board's meeting time covering training. Mayor Casper added that Mr. Leto was a great contributor and it would be great to pull him back in. There was general agreement though that the discussion about moving towards a proxy to represent a council member on the power board was not the direction the board was interested in moving at this time.

Columbia Rivers System Operations Review and Discussion:

GM Prairie gave an overview of the 45 million dollar National Environmental Policy Act (NEPA) study and Environmental Impact Statement (EIS) of the what is going on with the Columbia River System that some people say is in violation of the Endangered Species Act. They want to wrap-up their study and give some recommendations for alternatives some time in February, 2020. He said that power customers currently pay 85 to 95 percent of the mitigation. Board Member Francis stated that he is not interested in tearing out dams until he hears better alternatives. GM Prairie added that if you look at the Smolt to Adult Return (SAR) rate for the Columbia River, he said it is the same or higher than most all of the years put together on the Frasier River recently, which is undammed. GM Prairie talked about causes for the rolling brown outs in Texas and how they didn't have the generation capacity to keep the lights on because Texas due to their dependence on wind generation.

Northwest River Partners Overview:

GM Prairie announced that Northwest River Partners (NWRP) has hired a new Executive Director and has redefined its mission this year from focusing so heavy on litigation to educating people on the value of hydropower. He said that young people think that hydropower can be easily replaced with wind and solar and that there is a lot of work to do to get the facts out to the public. He continued to say that separate funding efforts had been made in the past to produce a number of videos and ad campaigns in the Northwest region over the last three years and that they've seen an uptick in the interest in hydro and renewables. AGM Boorman mentioned that we are coming into a new licensing period and GM Prairie said he'd like there to be more focus on youth education, stem plans and plant tours. He'd also like to visit schools with the electricity trailer more often. Board Member Francis offered that the best time to visit schools is August when school is starting back up. GM Prairie reminded the group that NWRP has a *Fast Facts* information sheet that is a great resource.

Resource Adequacy in the West Review and Discussion:

GM Prairie played a video on the Northwest Power Pool. He talked about how utilities that plan on retiring coal may cause a gap in their portfolios, which could force them to purchase more on the market. He mentioned the volatility of the market and how energy prices can skyrocket in an energy crisis and said the region had a taste of it this past March when prices sailed to \$1000 per megawatt hour (MWh). GM Prairie said that prices are inexpensive in a forward market, so we should look to buy three to four years out and added that there will be more discussion to come in the next months on the energy portfolio.

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Second Joint Powers Agreement with UTOPIA Discussion:

GM Prairie stated that what Utah Telecommunication Open Infrastructure Agency (UTOPIA) does for fiber is similar to what UAMPS does for Electric in the share in the economy scale. He continued to say that we have cutting-edge software and would not have been able to get as far as we've gotten without UTOPIA.

Resolution for BioLogiQ as a Commercial Customer Review and Discussion:

GM Prairie stated that BioLogiQ is a new company that bought out the old Print Craft building. They manufacture potato starch into environmentally friendly polymers. They use a lot of electricity and anticipate ramping up to 2MWhs. He continued to say that based on the rate ordinance, any new customer over 1MWh is considered to be a large single load provision and can be a negotiated rate customer, but the ordinance makes sure there is no adverse effect on the other electric customers. Mayor Casper added that BioLogiQ coming to town is a major economic success because they were in Blackfoot about the leave the state and Dana Briggs, the City's Economic Development Coordinator helped bring them to Idaho Falls.

Idaho Falls Fiber Network Update:

GM Prairie stated that the utility has a 29 percent signup rate of new customers and that crews are working 12-hour shifts plus Saturdays to stay ahead of the weather. He reminded the group to attend the upcoming Fiber Appreciation Luncheon, designed to appreciate everyone's hard work and dedication to have completed a successful fiber pilot project. He continued to say that we're adding six new customers per day and the current wait time is 30days out with current staff but we are working to shorten that time. He said that in future buildouts that smaller, more manageable blocks will be released for fiber. Board Member Smede ask if there was a map available to show our progress across town and where we're going next and AGM Boorman said that the utility is working on developing a dynamic map and if you go to the website and pre-sign up, it helps us to focus on those areas of interest. He continued to say that there are some factors that drive where we go next and one of them is the need to replace old electric lines. Board Member Freeman said that he likes that we are following demand. Mayor Casper stated that it is good to remind the public that we all own this utility along with fiber.

Sugarmill to Paine Transmission Project Update:

GM Prairie stated that we are waiting to hear the outcome of the appeal protest on the conditional use permit that a customer filed two days after the deadline and Michael Kirkham, Assistant Attorney said the it was thrown out of court. GM Prairie continued to say that once we get our conditional use permit that construction will hopefully start the spring of 2021. He continued to explain that the benefit of working with UAMPS on a transmission project is that it allows us to pay over time instead of using all of our cash reserves up front. He said that a resolution and long-term transmission contract will come forward late next year.

Potential Purchase of Westside Assets from BPA Update:

GM Prairie stated that he is continuing to broker a deal and is hoping for a reduced transmission rate from BPA. He announced that Bonneville put out their decision of a 1.5 percent rate increase so they can put more reserves into place. AGM Boorman said that BPA is transferring about 187million dollars from transmission to power. GM Prairie said that he will work with Mr. Cranor on getting out a press release that states that we are not raising our rates because of this BPA surcharge.

GM Prairie said there are two items of note from of his recent Washington D.C. trip. He announced there are energy and water appropriation bills and that one instructs the Army Core of Engineers to make sure that power isn't paying more than usage and there are also instructions to do a cost study of who is using

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the dams. He noted that it hasn't been looked at in 40 years. The second bill is allowing BPA to pay carbon fees in order to sell energy to California. He added that we want them to sell to California if the prices are higher to help lower our power rates when they have surplus power to sell.

There being no further business, the meeting adjourned at 10:53 a.m.

Linda Lundquist, EXECUTIVE ASSISTANT

Rebecca L. Noah Casper, MAYOR

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The Idaho Falls Power Board of the City of Idaho Falls met Thursday, November 14, 2019, at the Idaho Falls Power Conference Room, 140 S. Capital, Idaho Falls, Idaho at 7:00 a.m.

Call to Order, Roll Call, and Announcements:

There were present:

Mayor Rebecca L. Noah Casper

Board Member Thomas Hally

Board Member Jim Francis

Board Member Shelly Smede

Board Member Jim Freeman

Board Member John Radford (arrived at 7:02am)

Board Member Michelle Ziel-Dingman (arrived at 7:02a.m.)

Also present:

Randy Fife, City Attorney

Jace Yancey, Idaho Falls Power (IFP) Operation Technology Manager

Darrin Blaisdale, IFP Senior Systems Analyst

Lincoln Beard, IFP Senior Meter Technician Journeyman

Pam Alexander, Director of Municipal Services

Josh Roos, Treasurer

Joelyn Hansen, IFP Customer Relations Supervisor

Bobbi Wilhelm, IFP Energy Analyst

Richard Malloy, IFP Hydropower and Utility Regulatory Compliance Manager

Linda Lundquist, IFP Executive Assistant

Mayor Casper called the meeting to order at 7:01 a.m. with the following items:

Calendar, Announcements, and Events Update:

Mayor Casper shared the Utah Associated Municipal Power Systems (UAMPS) directory and asked that Council review and update it with current information. She led a discussion about an announced addendum to an agreement between Governor Little and Attorney General Wasden on the Legacy Waste Management at the Idaho National Laboratory (INL) and noted that it will be a important step forward from the 2014 WHIP shutdown, which caused a significant deadlock in the cleanup. Mayor Casper stated that it's been a trial and error process with scientific hurdles to overcome and continued to say that we can't keep having arguments about legacy waste. Board Member Hally shared, that people including Jack Zimmermann have done a really good job overall on the cleanup, but he is being transferred to the Cincinnati field office. He continued to announce that Connie Flohr will serve as the Acting Field Director in Idaho and is very pragmatic and comes with a lot of Department of Energy (DOE) experience. Mayor Casper added that Idaho Consumer-Owned Utilities Association (ICUA) has taken some legislative positions and when we're closer to their January conference, more information will be available on the topic.

Updates from Board Members:

Board Member Hally announced the Association of Idaho Cities (AIC) 2019 Fall Academies' Training will occur this year at the Shilo Inn on December 12, 2019. Board Member Francis mentioned that INL periodically conducts tours for the public and thinks it's a good option to keep current with what they are doing. He led a discussion on what the implication of the settlement in Pocatello might have or mean and thought a recent reporter's article on the case may have been confused by the payment in lieu terminology, as the article was confusing. Attorney Fife stated that when a city sets their rates, that they have to be set

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reasonably and that they cannot make a profit from them. A utility has a little more leeway when rate setting, as they can establish an exact cost of service. They can build in labor, appreciation and future planning costs. He continued, that it was his understanding that Pocatello decided they were going to make a profit. He said that this utility could give things away, like raffle off refrigerators, etc. and build that back into the rates, but what cannot happen is payment in lieu as a way of infusing money into the fund, as that would be illegal. Pocatello was trying to use it as a general fund revenue. They have done this several times and have lost in court. Attorney Fife continued that he has worked with IFP to ensure transfers are right-sized, so they can't be used as a purse to hide fees. Idaho courts say you can either have a fee or a tax. The concept is – cities cannot generate money, cannot over charge or tax to make money, because it becomes an illegal tax. The City of Idaho Falls is well within the parameters of the law, and legality is determined by the courts. Board Member Hally stated that we have good accountants for safe costs. Attorney Fife followed up that we should have a regular review of our rates methodology and model by an outside entity. Mayor Casper continued that we have put a lot of effort into our rate setting and how we establish our rates and agreed that the reporter may have misunderstood the meaning of Payment in Lieu of Taxes (PILOT). Board Member Radford announced that the American Public Power Association (APPA) put out a nice statement around municipalities taking over private, for-profit utilities. The key benefit would mean eleven percent cheaper electricity rates and noted that it was posted on Facebook. He continued that Austin, Texas, has a 454 million budget, a 900 million operation revenue and a general fund worth 100 million dollars and noted that Idaho is much more succinct and better for rate payers. Board Member Hally stated that public utilities have adjusted better to pricing. Mayor Casper concluded that a speaker will be attending a planning session to talk about fire issues and what is going on with Pacific Gas and Electric (PG&E).

Metering System Overview:

Jace Yancey, IFP Operation Technology Manager stated that there are a number of different areas of focus with the utility. He introduced Darrin Blaisdale, IFP Senior Systems Analyst and Lincoln Beard, IFP Senior Meter Technician Journeyman. Mr. Yancey stated that we have many different systems and how they integrate with each other. He explained the benefits of the Advanced Metering Infrastructure (AMI) and how the system works with and benefits the outage system. The metering department has three employees handling all of the new meter installations. The deployment began in 2012 and are currently installing the newest round of meters, which have a capacitor that can hold for five minutes before it reports an outage. This feature saves a lot of money on dispatch prematurely sending trucks out on calls. He continued to say that the utility has had AMI meters for a number of years and the initial meters were to get load profiles for customers, remote meter reading, and to roll out remote disconnects in certain areas. The utility has spent a lot of time in the last two years getting into needed areas of town. He added that the utility continues to troubleshoot and address issues including theft. Mr. Yancey talked about how AMI and fiber work together, specifically how information is collected from houses and sent to data collectors (gate keepers). Board Member Hally asked if the gate keepers were on light poles and Mr. Yancey answered that, yes, that there are about 100 white radio devices in the City on light poles. He continued that the network is very extensive and costly to maintain and that staff is continually fine-tuning it. Board Member Radford asked if Public Works' water meters will be tied into the electric meters. Mr. Yancey stated that both meters will use the same system but not tied to electric meters but our system will read both electric and water meters. Board Member Hally asked if customers can control the meters when away from home. Mr. Yancey said that customers can be provided with data and initially in the pilot stage, some smart appliances were tested, but that customer energy usage data can be provided to the customer, but they do not interface or "control" IFP meters or equipment. Board Member Francis asked if the systems were compatible and Mr. Yancey answered yes, that the utility has created a communication network and that the water and electric meters are all purchased from Honeywell. Mayor Casper added, that while the City doesn't currently meter water, it is something to be aware of in the future. Mr. Beard stated that the biggest issue will be the infrastructure

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as each gate keeper is allowed a certain number of devices and as we add water meters, we will have to add more gate keepers. At some point, there will have to be a cost-share between the departments. Mr. Yancey pointed out that the utility has already provided the water department with fiber and that they have been using it for the Water Department's Supervisory Control and Data Acquisition (SCADA) system for a few years now and added that the utility has a great working relationship with the water department. He continued that the ultimate goal as fiber progresses is to have the gate keepers connected with fiber instead of wireless, but that we are a few years away from implementing all areas. Mayor Casper added that this is one reason why we need fiber across the entire City. There was a discussion about the presentation slides showing how the network communicates. Mr. Yancey continued saying that the AMI business functions that have implemented prepaid options in other areas have been very successful and will be good for nonpayment situations for our City, where remote disconnect can turn on and off meters. He added that there are about 14,000 remote disconnect meters installed throughout the City that would facilitate a prepay option if it were to be implemented. There was some discussion on how the meters work and if the City is upgrading all the meters and at what cost. Mr. Beard added that meters currently do not have the ability to talk to appliances in homes. Board Member Hally commented on how remarkable the technology is with the new meters. Mr. Yancey concluded that Idaho Falls Power is on the cutting edge of technology, especially when he is still seeing utilities with 80-year-old relays on their systems and added that the City has many advantages with being smaller and having an infrastructure that is second to none. With microgrids, metering will flow both ways and will accept solar with some reprogramming.

Outage Management System (OMS) Overview:

Mr. Yancey stated that Geographic Information System (GIS) and Outage Management System (OMS) go hand-in-hand. The City has a very good GIS system and has been in a partnership with Public Works for a long time. He gave a brief overview of the mapping system. Mr. Blaisdale explained that the maps help us to predict outage locations and to prioritize restoration efforts as far as which crews are going where, first. The system is also able to give us an idea of how long it will take to get large-scale interruptions back online. He showed how the OMS sits on top of the GIS system and ran an outage simulation to illustrate how dispatch knows what areas are without power. He added that for reliability, the maps have to be maintained consistently and fed with correct information. Board Member Hally asked if the information goes to dispatch and Mr. Blaisdale answered, yes, and added that dispatch uses the data to know where to send crews. Mayor Casper acknowledged the system's ability to send email messages to staff on the notification side, and asked will it ever send texts to customers? Mr. Yancey answered that there are other systems to call the customer back if implemented. Mr. Blaisdale added that technology is changing rapidly and that artificial intelligence is another level of future advancement. Board Member Hally stated that instant information in the financial world can equate to instant profit and Mr. Blaisdale concluded that in the case of our utility, instant information equates to instant savings.

Supervisory Control and Data Acquisition (SCADA) Upgrade and Overview, Cybersecurity:

Mr. Yancey stated that the SCADA system is managed out of Eaglerock and operates 24 hours per day, seven days a week. He added that the Cooperative Response Center Inc. (CRC) is the utilities' afterhours, weekend and holiday answering service. Board Member Freeman asked how that has been going? Joelyn Hansen, IFP Customer Relations Supervisor replied that, IFP is still working with CRC on a few snags with regard to other City departments, but commented that the partnership with Electric is working very well as customers are getting quick responses, the utility can handle more calls, and that CRC has helped internally with staffing and vacations. Mr. Yancey continued to say that in early 2000, SCADA had roughly 30-40 data points that Eaglerock monitored. Currently, IFP is in the middle of a software/hardware upgrade and is monitoring roughly 3500 data points. With fiber being connected to all facilities, communications are now very quick. Board Member Hally asked if the Federal Energy Regulatory Commission (FERC) looks

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at this information? Mr. Yancey answered some of it, and added that they may request historical data. Board Member Dingman asked if we provide standardized reports to other departments? Mr. Yancey replied that we do not provide SCADA reports to other departments but could if needed. He demonstrated what the dispatcher sees on the monitors at Eaglerock, which is the run of the river from the upper plant to GEM state and added that the FERC license is a run of the river system, constantly monitoring the value of the river. Board Member Hally asked if it measures the water temperatures and Mr. Yancey replied, yes that it can monitor when a plant will freeze over and how carefully the river has to be monitored in the irrigation season. Board Member Hally asked what kind of maintenance is required and how often are the system upgrades? Mr. Yancey replied that there is not a lot of maintenance and that the system upgrades about every five years with a cost this time of \$135,000 to \$140,000 dollars and added that this year we went from physical to virtual boxes. He continued that we are currently in the middle of an upgrade and we're testing all data points. He continued to say that with each upgrade, we try to implement additional features to help our dispatchers. Mr. Yancey invited those present to visit the control room. Board Member Freeman asked what the backup system is during the upgrade? Mr. Yancey replied that when we cut a site over to the new system, we always have the ability to switch back to the old system if needed and that staff stays onsite until all points are tested and functional. Board Member Radford stated that we are fortunate to have a cybersecurity team and it is his understanding that SCADA is a "dry-dock for foreign interests". He stated that the cyber team said, "If a foreign military power wanted to get into the system, we couldn't do anything about it." He added that, we're at risk, only if it would benefit a foreign power to come after us. Mr. Yancey concluded that a sponsored attack is difficult to defend against. In the case of Ukraine, they had engineers that actually had access to the system. We've leveraged the Idaho National Laboratory (INL) in ways we can, for example, we bring in a cybersecurity expert anytime we do an upgrade to oversee our processes. Mr. Yancey said that cybersecurity is a single point of failure and that it started taking shape in 2007 for our utility and added that it's very expensive to maintain and that the utility gets a significant benefit from our INL relationships.

Fiber Update:

Mr. Yancey announced that the fiber rollout is going very well and that the biggest issue is keeping up with the new installations. He added that staff is really digging in to make it work and constantly changing their processes. The weather has been very cooperative the last two weeks. He added that there are 377 contracts in as of today, with an average of three to five new contracts daily. By the end of next week, he expects to have over 400 fiber contracts. 24 percent of customers have signed up with another ten percent in progress. There was a 34 percent take-rate from the underground pilot neighborhood and a 14 percent take-rate from overhead. He asked what everyone has been hearing from the community. Board Member Freeman said most of what he hears is, "When can I get it?" Mayor Casper asked if we've mapped out where we are going next with fiber, and if we look at where people are signing up and if it is worth promoting the pre-sign up? Mr. Yancey stated that if you enter your address on the website, it will prompt you to fill in your information so that the system can notify you when fiber is in your area, and added that we are looking at pre-sign ups. He continued that for next year, we have areas already defined based on our fiber hut locations and that we plan on adding an additional fiber hut in a substation. He said that we are working with a number of customers including some on the Westside that need their electricity replaced and that engineering is working on that area. The goal is to get working in their area and get the huts in. Board Member Hally asked if the ground is better for digging on the Westside and Mr. Yancey replied yes, that it is much softer and added that any digging will take place between April and September 2020. Board Member Radford added that he would be cautious on using Stone Brook as a model for take rates, because they had a lot of support from their board. Mayor Casper concluded that our marketing should include some education as to why our City needs fiber and also asked if we were on target with our financial plan with spending and revenue coming in.

Review Utility Billing and Disconnect Policy:

Pam Alexander, Director of Municipal Services reported that she has completed a lot of work between the departments in sorting out billing issues. Josh Roos, Treasurer started a new disconnect policy Oct. 1, 2018. Prior to that date, the policy was to send out the first billing and if it went unpaid, a second bill would be sent out, followed by a letter after 60 days of nonpayment. That letter would give the customer 11 more days to pay. If the customer still did not pay it could run up to 90 days before they were disconnected for nonpayment. In 2018, there were 3,343 electric disconnects. After the new policy in 2019, there were 9,526 electric disconnects. Ms. Hansen stated that people would generally stop paying their bills in September or October, hoping to catch up when the Energy Assistance Program becomes available on Nov. 1. Idaho Community Action Partnership (EICAP) designed the program to assist community members that struggle with paying their electric in the winter months, but what the utility has been noticing is people use the assistance to get caught up. Ms. Alexander added that they've worked as a team to revamp the donated funds plan. Board Member Francis asked how often the City delivers money to the plan and Mr. Roos answered, monthly. Ms. Alexander continued to say that new policies do change behavior over time. Ms. Hansen added that there has been a reduction of customers with bad budgeting practices and that the utility has changed the way autopayments are handled to make it easier for customers. Board Member Freeman asked if the fees are rightsized and Ms. Hansen answered that they are and most of the disconnects are remote. Mayor Casper stated that even though we see a downward trend, it may take a couple of winters to change behavior. Ms. Alexander said that one of the things the team works on, is that all of the customers are treated the same. Ms. Hansen stated that the City is seeing some positive changes and pointed out that the departments have been working together on changing how the utility bills look by making it more understandable and clarifying some of the graphics. She continued to say that when the new policy started, there were some very indebt customers to the City and as of today, there are not as many escalated calls from angry customers. Board Member Radford asked what the City's process is in evaluating the changes staff is seeing? He continued to say that the purpose was to get people to pay their bills and not to disconnect huge amounts of customers. He said he is worried that the City is collecting fees and not changing behavior. Mayor Casper said that it takes a while to change financial behavior. Ms. Hansen suggested that we look at one more year of data to see change in behavior. Board Member Radford said that he voted for this to stop behavior but the numbers are growing. He continued to say that if we're not having less people disconnected, how is it benefiting rate payers? Board Member Hally stated that change is slow. If you look at 2018, there should have been more disconnects. Board Member Radford asked when we should relook at the process? Board Member Freeman stated that less people are going into collections. Mayor Casper said that the trend is good. Board Member Francis suggested that in one of the studies, we have to investigate the cause. He added that we've improved our communication and, in another year, we'll know more. Ms. Alexander stated that the disconnect percentage difference from 2018 to 2019 is not very high, maybe a percent or so. Board Member Radford asked if the percentage included water and electric and Ms. Alexander stated, yes. Board Member Hally continued to say that it is hard to compare 2018 with 2019, as the means of communication is different. Randy Fife, City Attorney stated that when the policy was proposed to City Council, the new policy was compared with what big utilities do. Utilities like Idaho Power and Rocky Mountain Power, where their policies are approved or allowed by the Public Utility Council (PUC). Mayor Casper said this policy is not a revenue generator, and not out of line with what other utilities do. Board Member Hally stated that we really want to target the people that have the money, but just don't want to pay, and at the same time help balance the system and educate the community about the programs that can help those that can't pay. He continued to say that we want to make sure we market in the best way possible to help the best ways we can. Ms. Hansen stated that the prepay option is the way we want move forward. It sizably reduces the debt owed to utilizes, but the main problem with implementing prepay is our current software. Board Member Freeman asked if a customer prepays \$100 and uses it all up, is there a

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charge for a disconnect or reconnect? Ms. Hansen answered, no. Board Member Hally mentioned that many of these customers are residential, but how many are LLCs that don't pay and then file for bankruptcy? Ms. Alexander stated that improvements have been made to the write-off policy and that write-offs have been recategorized to identify residential and commercial. Ms. Hansen added that commercial customers pose a more complicated process to shutoff. Mayor Casper suggested to conclude the conversation. Board Member Radford asked why prepay is without penalty? Ms. Hansen clarified that customers that are turned off currently, have used electricity that has not been paid for, versus prepay customers can only use what they've already paid for. Ms. Alexander added that many services are eliminated with electronic disconnect. She continued to say that based on feedback, Electric, Public Works and Municipal Services want to clarify language in the City's Fee Resolution Ordinance and will be presenting to Council in the near future, with further discussion at the director's meeting. Mr. Roos concluded by stating, despite the huge increase in disconnects and fees charged, he is very optimistic that payment behavior will improve.

Review Customer Satisfaction and Fiber Surveys:

Ms. Hansen embarked on a customer outreach program to identify why people aren't connecting to the fiber network despite sending out mailers and utilizing door hangars. She conducted a ten question in-person survey at two different times of day, resulting in 20 completed surveys between the 18th and 21st streets. Her observations were, 14 of the 20 didn't know that Idaho Falls Fiber (IFF) was a public entity, this older area of town has many mature residents and rentals, and most people polled were satisfied with their Internet service. Ms. Hansen suggests improving the education about IFF and IFP and moving forward will look for neighborhood influencers. She will reach out to landlords and ask them to install internet boxes, which will create infrastructure for the next renter, making sign ups easier and less expensive. In January, the City infrastructure rate is planned to be reduced from \$30 to \$25. Board Member Hally suggested that the Secretary of State may be able to indicate which neighborhoods have Home Owner's Associations (HOAs) and asked if the utility has considered using billboards in their marketing. Ms. Hansen said that in the new advertising rollout, that billboards may be utilized as well as the possibility of a fiber vehicle that will be equipped to simulate fiber installs and help educate the community. There was a conversation about Internet speeds and costs charged by providers and which providers are gaining the most customers. It was identified that prices aren't as much a driving factor as local companies are when it comes to customers choosing a provider.

Bobbi Wilhelm, IFP Energy Analyst presented the current customer satisfaction survey that is underway and how it and the new disconnect policy impacts EICAP. She reviewed the pros and cons of past surveys and stated that moving forward, it might be better to conduct bi-annual instead of annual surveys. She continued to say that the survey calls will be completed by Nov. 25, 2019 with a full report due out in December. Board Member Radford asked if messages are being left for residents and Ms. Wilhelm replied, yes.

Eastern Idaho Community Action Partnership (EICAP) Update:

Ms. Wilhelm stated that according the Asset Limited, Income Constrained, Employed (ALICE) report, 41 percent of Eastern Idaho families can barely meet their needs and in the past, it was fairly difficult to access the Project HELP funds and continued to say that the funding policy has been revised to be easier administered by EICAP and allow for more people to utilize the funds. She stated that the average monthly balance of the Project HELP is much lower in 2019 compared with 2017 and 2018 due to Project HELP policy changes and not due to disconnects. Board Member Radford asked how many people have been helped with these funds? Ms. Wilhelm answered, that 84 households were served from January to September 2019, compared with 86 households the year prior and that the average past due amounts have slightly decreased from \$330.81 to \$283.00. She continued to talk about the state funded Low Income Heat

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Energy Assistance Program (LIHEAP) and how they interpret crises differently today than in the past. Now you can get help to either pay your bill or to buy a more energy efficient furnace. Board Member Freeman asked if the state administers those funds and Ms. Wilhelm replied that EICAP assists families with this fund as well. Mayor Casper thanked Ms. Wilhelm and shared that Ms. Wilhelm is on the Board of EICAP.

Overview – Hydro Relicensing Process, Kleinschmidt:

Richard Malloy, IFP Hydropower and Utility Regulatory Compliance Manager stated that the utility has engaged the Kleinschmidt Group to develop a detailed relicensing plan with activities to begin next year and efforts ramping up in 2023. He said that the Bulbs and GEM State will relicense as one project. Board Member Radford asked about a statement of qualifications and Mr. Malloy said that yes, a Request for Qualifications (RFQ) had gone out and that the utility wants to find the best qualified company to address its specific needs and that Kleinschmidt was the only applicant that came onsite and gave a thorough proposal. He reviewed the laws and regulations pertinent to the relicensing process and talked about why the process is so onerous with the Federal Energy Regulatory Commission (FERC). Mr. Malloy pointed out that there are over 40 comprehensive plans approved by FERC, and that at least 20 will apply to this project and how equal consideration has to be given to competing interests. Board Member Radford asked if there was pressure on us since we are not in river runs? Mr. Malloy answered that runs aren't pertinent to us as we are "run of the river". He continued to say that there are about 49 stakeholders that have an interest in the river. Board Member Francis asked if Kleinschmidt stays with us for four years and Mr. Malloy replied yes, that is his expectation. Mayor Casper asked if Mr. Malloy recommends leveling this process so that it doesn't have to go into the annual budget every year and Mr. Malloy replied that he is working with Bear Prairie the IFP General Manager on the issue of budgeting. He continued to say that the current contract is a not-to-exceed amount of \$70,000 and should come before City Council on Dec. 12, 2019 for consideration. Mayor Casper asked where Kleinschmidt is based and Mr. Malloy stated that this is a national company. Mayor Casper added that this utility often requires national expertise. Mr. Malloy reiterated that a local firm did apply to the RFQ, but the contract was awarded to Kleinschmidt, who is much more qualified and added that they will shepherd the process in preparing documentation that has to go to FERC. Board Member Hally asked if they assign one person to the contract and Mr. Malloy answered yes, that we will have a contact. Mayor Casper asked if Kleinschmidt has been approved by the City Legal Department and Mr. Malloy answered yes, that legal has reviewed and approved the contract. Board Member Radford asked if Municipal Services gets involved and Mr. Malloy replied no, that he will take the lead on the process. Mayor Casper asked Mr. Malloy to explain his background.

There being no further business, the meeting adjourned at 10:48 a.m.

Linda Lundquist, EXECUTIVE ASSISTANT

Rebecca L. Noah Casper, MAYOR



MEMORANDUM

FROM: Municipal Services

DATE: Monday, December 30, 2019

RE: Consent Agenda, Treasurer's Report for November 2019

Item Description

Attached please find the Treasurer's Report for the month-ending November 2019.

Purpose

A monthly Treasurer's Report is required pursuant to Resolution 2018-06 for City Council review and approval.

Fiscal Impact / Financial Review

For the month-ending November 2019, total cash and investments total \$113M. As reported in the attached investment report the total investments reconciled to the November bank statements were \$99.5M. Total receipts received and reconciled to the general ledger were reported at \$14.3M, which includes revenues of \$12.1M and interdepartmental transfers of \$2.2M. Total disbursements reconciled to the general ledger were reported at \$16.4M, which includes salary and benefits of \$8.8M, operating costs of \$2.2M and interdepartmental transfers of \$5.4M.

Legal Review

Not applicable.

Interdepartmental Review

Not applicable.

Recommended Action

We recommend the Council to approve and accept the Treasurer's Report for the month-ending November 2019 on the consent agenda (or take other action deemed appropriate).



Economic



Governance



Growth



Learning



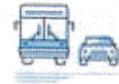
Livable



Safety



Sustainability



Transportation

CITY OF IDAHO FALLS MONTHLY TREASURER'S REPORT

November, 2019

FUND	BEGINNING CASH & INVESTMENTS	TOTAL RECEIPTS	TOTAL DISBURSEMENTS	ENDING BALANCE CASH & INVESTMENTS
GENERAL	\$5,440,794.57	\$4,341,443.76	\$6,339,183.94	\$3,443,054.39
STREET	\$1,058,472.10	\$968,666.12	\$620,041.68	\$1,407,096.54
RECREATION	(\$212,860.96)	\$65,788.20	\$243,307.91	(\$390,380.67)
LIBRARY	\$3,001,735.66	\$10,898.42	\$255,628.85	\$2,757,005.23
AIRPORT PFC FUND	\$0.00	\$55,435.26	\$55,435.26	\$0.00
MUNICIPAL EQUIP. REPLCMT.	\$15,283,375.09	\$298,943.67	\$0.00	\$15,582,318.76
EL. LT. WEATHERIZATION FD	\$2,751,759.65	\$383,228.66	\$22,895.29	\$3,112,093.02
BUSINESS IMPRV. DISTRICT	\$67,075.60	\$821.26	\$0.00	\$67,896.86
GOLF	(\$121,860.61)	\$85,627.80	\$236,252.68	(\$272,485.49)
SELF-INSURANCE FD.	\$2,690,903.79	\$178,822.75	\$154,360.31	\$2,715,366.23
HEALTH & ACCIDENT INSUR.	\$4,567,414.33	\$6,799.41	\$15,000.00	\$4,559,213.74
WILDLAND	\$80,875.80	\$243,636.71	\$33,262.79	\$291,249.72
SANITARY SEWER CAP IMP.	\$2,512,275.63	\$41,176.97	\$0.00	\$2,553,452.60
MUNICIPAL CAPITAL IMP.	\$1,202,048.28	\$3,083.24	\$0.00	\$1,205,131.52
STREET CAPITAL IMPROVEMENT	\$879,676.82	\$23,433.32	\$18,943.04	\$884,167.10
BRIDGE & ARTERIAL STREET	\$686,867.01	\$8,475.27	\$0.00	\$695,342.28
WATER CAPITAL IMPROVEMENT	\$4,370,408.22	\$85,604.13	\$176,982.06	\$4,279,030.29
SURFACE DRAINAGE	\$182,356.98	\$2,065.32	\$0.00	\$184,422.30
TRAFFIC LIGHT CAPITAL IMPRV.	\$971,816.10	\$37,242.55	\$7,749.32	\$1,001,309.33
PARKS CAPITAL IMPROVEMENT	\$58,541.53	\$87.15	\$10,864.32	\$47,764.36
FIRE CAPITAL IMPROVEMENT	(\$2,861,161.86)	\$692.82	\$0.00	(\$2,860,469.04)
ZOO CAPITAL IMPROVEMENT	(\$155,406.58)	\$21.00	\$0.00	(\$155,385.58)
CIVIC AUDITORIUM CAPITAL IMP.	\$87,775.14	\$130.67	\$0.00	\$87,905.81
POLICE CAPITAL IMPROVEMENT	\$0.00	\$0.00	\$677,059.95	(\$677,059.95)
AIRPORT	\$787,051.83	\$482,787.19	\$373,249.61	\$896,589.41
WATER	\$5,442,746.97	\$880,258.47	\$694,063.02	\$5,628,942.42
SANITATION	\$2,814,597.35	\$409,979.21	\$484,927.09	\$2,739,649.47
AMBULANCE	(\$2,181,507.90)	\$416,548.71	\$784,651.76	(\$2,549,610.95)
IDAHO FALLS POWER	\$48,317,456.46	\$4,353,850.93	\$4,286,188.62	\$48,385,118.77
FIBER	(\$121,112.38)	\$105,383.36	\$153,607.60	(\$169,336.62)
WASTEWATER	\$17,440,199.23	\$824,428.58	\$784,408.95	\$17,480,218.86
TOTAL ALL FUNDS	\$115,042,313.85	\$14,315,360.91	\$16,428,064.05	\$112,929,610.71

CITY OF IDAHO FALLS
 INVESTMENT RECONCILIATION
 Nov-19

	<u>BOND</u>	<u>AGENCY</u>	<u>TREASURY</u>	<u>COMMERCIAL PAPER</u>	<u>CERTIFICATES</u>	<u>MONEY MARKET</u>	<u>CASH/EQUIVALENT</u>	<u>TOTAL</u>
LPL					\$1,980,000.00		\$68,000.75	\$2,048,000.75
LGIP						\$10,095,871.22		\$10,095,871.22
WELLS FARGO	\$41,190,000.00	\$8,995,000.00	\$5,000,000.00			\$12,262,712.43		\$67,447,712.43
DA DAVIDSON		\$500,000.00			\$1,500,000.00		\$751,687.10	\$2,751,687.10
WASHINGTON FEDERAL					\$250,000.00		\$2,393.22	\$252,393.22
ISU					\$250,000.00		\$12,796.83	\$262,796.83
KEY BANK	\$1,095,000.00	\$2,995,707.15	\$1,140,000.00				\$111,400.01	\$5,342,107.16
IDAHO CENTRAL					\$4,000,000.00		\$200,468.56	\$4,200,468.56
BANK OF IDAHO						\$5,096,726.82		\$5,096,726.82
BANK OF COMMERCE					\$2,000,000.00		\$35,394.17	\$2,035,394.17
	<u>\$42,285,000.00</u>	<u>\$12,490,707.15</u>	<u>\$6,140,000.00</u>	<u>\$0.00</u>	<u>\$9,980,000.00</u>	<u>\$27,455,310.47</u>	<u>\$1,182,140.64</u>	<u>\$99,533,158.26</u>

December 9, 2019 - Unapproved

The City Council of the City of Idaho Falls met in Council Work Session, Monday, December 9, 2019, in the Council Chambers in the City Annex Building located at 680 Park Avenue in Idaho Falls, Idaho at 3:30 p.m.

Call to Order and Roll Call:

There were present:

Mayor Rebecca L. Noah Casper
Councilmember Thomas Hally
Councilmember Jim Francis
Councilmember John Radford (departed at 6:00 p.m.)
Councilmember Michelle Ziel-Dingman
Councilmember Jim Freeman

Absent:

Councilmember Shelly Smede

Also present:

Pamela Alexander, Municipal Services Director
Mark Hagedorn, Controller
Josh Roos, Treasurer
Ryan Tew, Human Resources Director
Bear Prairie, Idaho Falls Power Director
Brad Cramer, Community Development Services Director
Duane Nelson, Fire Chief
Chris Fredericksen, Public Works Director
Joel Tisdale, Police Captain
PJ Holm, Parks and Recreation Director
Dana Briggs, Economic Development Coordinator
Randy Fife, City Attorney
Jeff Thomason, Prosecuting Attorney
Kathy Hampton, City Clerk

Mayor Casper called the meeting to order at 3:30 p.m. with the following items:

Acceptance and/or Receipt of Minutes:

It was moved by Councilmember Dingman, seconded by Councilmember Freeman, to receive recommendations from the Planning and Zoning Commission pursuant to the Local Land Use Planning Act (LLUPA). Roll call as follows: Aye – Councilmembers Freeman, Radford, Francis, Dingman, Hally. Nay – none. Motion carried.

Calendars, Announcements and Reports:

Mayor Casper stated, per Idaho Falls Regional Airport (IDA) Director Rick Cloutier, United Airlines will be adding a fifth daily departure from Idaho Falls to Denver in June 2020. She also stated United Airlines will be upgrading the aircraft to allow additional seats. She noted Delta Airlines is also considering larger aircraft.

December 10, City Holiday party
December 12, Association of Idaho Cities (AIC) Fall Academy; and, City Council Meeting
December 13, City Club Forum
December 17-18, Utah Associated Municipal Power Systems (UAMPS) Meetings
December 19, City Council Meeting
December 25, City offices closed
January 1, City offices closed
January 6-7, Idaho Consumer Owned Utilities Association (ICUA) meetings
January 9, City Council Meeting

December 9, 2019 - Unapproved

January 23, City Officials Day
January 27, City Council Work Session
January 30, Special City Council Meeting

Mayor Casper stated she recently attended an Eastern Idaho Mayoral Legislative Forum. She briefly reviewed several agenda items from this forum relevant to the City of Idaho Falls, including fiber, property taxes, Idaho Transportation Department (ITD)/US20 Interchange project, Behavioral Health Crisis Centers, and, the Internet Crimes Against Children Program. Mayor Casper also stated Celebrate Seniors at the Idaho Falls Senior Citizen Center recently occurred.

It was then moved by Councilmember Radford, seconded by Councilmember Francis, to add the consideration of a potential item for the December 12, 2019 Council Meeting agenda to the end of the current agenda related to Idaho Falls Power (IFP) participation in the Carbon-Free Power Project, with the good faith reason the information was received after the posting of the current agenda. Roll call as follows: Aye – Councilmembers Hally, Dingman, Radford, Freeman, Francis. Nay – none. Motion carried.

Liaison Reports and Council Concerns:

Councilmember Hally had no items to report.

Councilmember Freeman noted the first snow plow removal has occurred. He stated the Idaho Falls Police Department (IFPD) will be holding a swearing-in for new officers on December 19.

Councilmember Francis had no items to report.

Councilmember Radford stated he previously distributed a legislative update from the American Public Power Association (APPA) to the Council.

Councilmember Dingman stated Targhee Regional Public Transit Authority (TRPTA) has officially filed for bankruptcy. A Request for Proposal (RFP) will be distributed regarding the sale of the buildings property. Councilmember Dingman commended Mayor Casper and Councilmember Francis for their participation at the recent Eastern Idaho Mayoral Legislative Forum.

Quarterly Finance Presentation:

Director Alexander stated this presentation will cover the previous fiscal year-end budget.

Mr. Hagedorn reviewed the following budgetary basis accounting with general discussion throughout:

Fiscal Year 2018/19 Budget to Actual Revenue Reporting:

Total Revenues and Reserves:

2018/19 Budget = \$206,598,558

Year to Date = \$178,366,604

Percentage Received = 86.34%

Mr. Hagedorn stated cash balance was not spent as more revenue was collected as a whole. Additional tax increase was mainly due to the close-out of the urban renewal district. Intergovernmental work increase was mainly due to grant dollars received at IDA. Charges for Services increase was due to increase of rates and increase of volume. Miscellaneous revenue increase was mainly due to outside contributions.

Fiscal Year 2018/19 Budget to Actual Expenditures:

2018/19 Budget = \$206,598,558

Year to Date = \$169,807,413

Percentage Expended = 82.2%

Mr. Hagedorn stated wages/benefits continues to be an area of focus, position control will be worked on in the next budget. Capital Outlay is generally over-budgeted as it is difficult to predict construction project completion dates. Transfers increase includes transfers for self-insurance fund (in place since 2011) and Municipal Equipment Replacement Fund (MERF).

10-Year Historical Actual Revenue to Expenditures:

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Mr. Hagedorn stated revenues were higher than expenditures, this has not occurred in the previous five (5) years. He commended the Directors for this accomplishment. Councilmember Radford reiterated, during the budget process, the City estimates revenues and expenditures very conservatively. He commended the fiscal responsibility.

Fiscal Year 2018/19 General Fund Budget to Actual Revenue Reporting:

2018/19 Budget = \$46,690,933

Year to Date = \$45,681,140

Percentage Expended = 97.84%

Mr. Hagedorn stated the increase of Government Charges for Services was mainly due to building permits for development. Intergovernmental Revenue increase was mainly due to Parks and Recreation (P&R) grants. Mr. Hagedorn noted the amount collected was higher than expected, this was due to cash set aside for self-insurance fund transfer.

Fiscal Year 2018/19 General Fund Budget to Actual Expenditures:

2018/19 Budget = \$46,796,269

Year to Date = \$46,152,703

Percentage Expended = 98.6%

Mr. Hagedorn stated the largest concern was wages and benefits which was 5% higher than anticipated. Overtime was also a contributing factor.

10-Year Historical General Fund Actual Revenue to Expenditures:

Mr. Hagedorn stated expenditures were slightly higher than revenues although the gap is closing.

Fiscal Year 2018/19 Departmental Budget to Actual Expenditures:

Mr. Hagedorn stated the Police, Fire, and, Airport departments exceeded their budgets, although the Airport was due to grants. 'Other' account includes self-insurance, MERF, and, budgetary fund (encumbrance roll-over and contingency).

Mr. Roos briefly reviewed Market Review. He stated the two (2) main components used for investment are the Federal Fund Rates (determined by the Federal Reserves Committee), and, the Yield Curve. He noted the market rates dropped three (3) times during the previous year. Mr. Roos also reviewed the Yield Curve. He noted there are three (3) types of curves: normal (treasury rates), flat (little benefit in holding the longer-term securities), and, inverted (opposite rate).

Mr. Roos reviewed Investments including the different types of brokers/institutions, bonds, agencies, and, certificates, for the City portfolio. He noted, per the Investment Policy, there should not be more than 50% of portfolio in one (1) type of security. Therefore, several purchases have been moved to Money Market due to the Yield Curve higher rate of return. The Money Market will continue to decrease, investments will then be moved into Treasury and other types of Securities. Mr. Roos stated, also according to the Investment Policy, securities want to be pushed to short-term for better cash flow as no more than 25% of the portfolio would be in the 2-5 year mark, 75% of the portfolio should be in the 0-2 year mark. Investments have been pushed to the shorter-term in the previous year. 31% is currently in the 2-5 year mark with the target range projected at year end. Mr. Roos stated the goal is to have \$2M maturing each month.

Mr. Roos reviewed the monthly Treasurer's Report. He stated cash flow has stayed consistent over the previous three (3) years.

Banking Relationships:

October 2018: four (4) banks with 18 accounts; making less than 0.20% interest on these accounts; no positive pay or ACH protection.

Bank of Idaho: five (5) active accounts – all sweep accounts except for payroll; positive pay and ACH protection; earnings credit; Money Market interest 1.55% - \$102,922.68 (since April 30, 2019).

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Wells Fargo: four (4) active accounts – all sweep accounts; positive pay and ACH protection; sweep account interest 1.49% - \$22,633.72 (since May 31, 2019); Money Market interest 1.52% - \$262,712.43 (since March 31, 2019).

Mr. Roos stated throughout the year the number of banking institutions has been condensed to two (2) institutions with nine (9) active accounts. This reduction will assist with reconciliation, Money Market, and, Sweep Accounts. Director Alexander commended Mr. Roos, the Investment and Finance Committee, and, the team effort between the Treasurer's Office and the Controller's Office.

Director Alexander reviewed General Fund Management:

- General fund departments should manage within their approved budget and any overages should be communicated to City Council.
- Importance of general fund departments bringing 2019/20 budgeted items before City Council by July/August 2020.
- Any new unbudgeted project(s) with ongoing costs to the general fund should be prioritized against budgeted projects and analyzed against revenue.

Mr. Hagedorn reviewed Area of Focus: Salaries and Wages for the previous eleven years. He stated the number of employees has increased by 75 in the previous eleven years. Salaries have also increased. Benefits have topped out as far as ratio of benefits to salaries. Ratio to benefits in 2009 = 52.05%, ratio to benefits in 2019 = 44.33%. Mr. Hagedorn noted the City is above the average 90% retention rate and, the majority of Separations are retirements of 20-30 year employees The average Separations from 2016-2019 is 15 years.

Mr. Hagedorn reviewed Area of Focus: Salaries and Wages for each department over the previous ten (10) years. There is an overall 11% increase. Yearly payroll has increased 39%, the average cost of employee has increased 25% over this timeframe. Mr. Hagedorn stated the cost of payroll is outpacing the revenue. Full-time Employee (FTE) control equates to approximately half of the increase, the other half is wage increase. General discussion followed regarding the number of employees in each department and budgeted positions.

Mr. Hagedorn briefly reviewed Area of Focus: Salaries and Wages-Operating Indicators (General Fund). He stated there are additional factors for hiring personnel. Examples could include number of calls for the Public Safety departments and the amount of development.

Mr. Hagedorn briefly reviewed Area of Focus: Salaries and Wages-Operating Indicators (Enterprise Fund). He stated discussion will need to occur regarding needs of the City and what the City can afford.

Review of Proposed 2019 Personnel Manual Amendments:

Director Tew stated Council approval is required for any substantive changes to the personnel manual. He reviewed the following proposed changes with general discussion throughout:

Cover Page – addition of approval date for any modification(s).

The addition of Veteran status as a protected group and the addition of disability as applicable.

Discrimination and Sexual Harassment Policy – complaints must be reported to the Human Resources Director within 72 hours, complaints may also be referred to the City Attorney.

Work Week and Determination of Benefits – clarification of commencement and termination of insurance benefits. Overtime and Comp Time – clarification that exempt employees are not qualified for overtime; exempt employees shall take vacation and sick leave in 4-hour or full-day increments; and, flexibility for exempt employees must be approved by their supervisors. Director Tew believes there may be approximately 75 exempt employees although it was noted the actual number of exempt employees is unknown at this time.

Military Leave – 'working' days has been replaced with 'consecutive calendar' days.

Special Provisions – Fire Department, Subsection was deleted as agreed to in City/Union negotiations.

Longevity Compensation – longevity will no longer be paid in a lump sum every November, longevity will be included in the employee's hourly rate.

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Reduction in Force – language added to clarify that reduction in force are not to be used to address performance issues. This is to be used as a fiscal tool, not as a disciplinary tool. Those employees would also be given the opportunity to return to work before other candidates are considered.

Drug Free Workplace Policy – language added that a violation of the policy may lead to termination. It was noted an employee would be placed on administrative leave pending drug testing violation.

Social Media – this is a new policy and will establish guidelines for use of social media accounts on behalf of the City. This does not apply to an employee's personal social media.

Director Tew stated employees are allowed 30 days to review proposed changes to the Personnel Policy Manual prior to Council approval. Mayor Casper stated follow-up discussion may need to occur at the January 27 Council Work Session prior to inclusion on a Council Meeting agenda.

Mr. Hagedorn stated several of these proposed changes will assist with the payroll processing. He also stated the software system (Cayenta) could not calculate overtime rate relative to the longevity pay as overtime is required on lump sum payments. He reiterated longevity has historically occurred on an annual basis in November for those employees having reached their third anniversary date any time within the calendar year. He reviewed the current longevity rate tables, stating Police and Fire had a dual longevity payment, part hourly and part lump sum. This has since been converted to hourly for the majority of those employees. Longevity will be applied in the same way for all employees and the hourly rate will now be listed separately on each pay stub. Mr. Hagedorn stated the termination policy allowed longevity to be prorated based on the anniversary date and computed on the last complete month of service. He reviewed examples of the longevity termination. He stated there will no longer be proration beginning in January 2020. Mr. Hagedorn recommended 'grandfathering' those employees hired before December 31, 2019 and pay them out as current policy indicates upon termination with the City. Mayor Casper agreed with this recommendation. City total estimated additional longevity payment = \$341,600.

Idaho Falls Power Participation in the Carbon-Free Power Project (CFPP):

Mayor Casper requested the desire to include the CFPP, as a discontinued item due to budget changes or continue with the CFPP, on the December 12, 2019 Council Meeting agenda. Councilmember Francis requested additional discussion at a future IFP Power Board Meeting. Following brief discussion, there was consensus of the Council to continue with the CFPP.

E-Scooter/E-Bike Follow-up Discussion:

Mayor Casper stated this item was previously discussed at the November 12, 2019 Council Work Session. She noted there were several concerns with the Councilmembers. Councilmember Francis reviewed the following proposed amendments:

- 9-8-7 A: relating to downtown sidewalks

Councilmember Francis believes the E-bikes or E-scooters could be walked on the downtown sidewalks although they should not be ridden. He stated the Council has set direction and encouraged what is to occur in the downtown area, including dining tables and pedestrian traffic on sidewalks. He believes this may be imposing a new business practice. He prefers the designation of downtown comes from Community Development Services (CDS). Councilmember Francis believes the enforcement of no riding on the sidewalk would be easier than enforcing the speed limit. He also believes society would enforce this issue. Councilmember Freeman concurs. He also believes no bicycles (regular bicycles or E-bikes) should be allowed on the sidewalks in the downtown area. Councilmember Hally concurs. Mr. Fife stated bicycles, skateboards, scooters, motorized wheelchairs, segways, etc. are currently allowed on sidewalks. The elimination would require a lot of education and enforcement. Those transportation modes would now be pushed to the street or not allowed. Councilmember Radford believes by not allowing the E-bikes/E-scooters on the sidewalk, there would be no need to have them at all. He also believes there is a desire to get people in the downtown area without vehicles. Councilmember Dingman believes the market is going to control the influence of the E-bikes/E-scooters, particularly due to the cost. She would prefer to ban the scooters versus the concerns of the sidewalks and pedestrians. Councilmember Freeman believes the scooters would discourage individuals from walking in the downtown area. Councilmember Radford prefers this ordinance only apply to the E-scooter corporations as E-bikes currently exist. Director Holm indicated other cities have banned E-scooters on sidewalks although those cities have better multi-modal bike paths and lanes. He believes the City bike paths may need to be

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improved. Director Cramer questioned if the enforcement of the ordinance would be realistic. He also questioned if E-scooters or E-bikes are perceived more dangerous than a regular scooter or regular bicycle. Director Cramer also noted the purpose of a parklet is to get a dining table off the sidewalk and widen that particular area for the use of pedestrians. He believes there is a natural/common sense regulation of reduced/safer speed in congested areas. Captain Tisdale stated public nuisances could be applied to several concerns. He believes the efficiencies are the key to E-scooter enforcement. He also believes calls for E-scooter enforcement will not be a priority call.

- 9-8-10: Maximum Posted Speed Limits

Councilmember Francis believes the miles per hour (mph) should be reduced from 15 mph to 10 mph on all sidewalks. Councilmembers Hally and Dingman concur. Mayor Casper questioned the enforcement of speed. Captain Tisdale confirmed the lower speed would not register on speed equipment. Councilmember Dingman believes the E-scooter app should define the rules and regulations. Director Holm believes individuals will self-govern the speed. Mr. Fife also believes these will be self-regulated similar to bicycles, skateboards, scooters, motorized wheelchairs, segways, etc. He noted 15 mph was included as best practice/common speed limit. Councilmember Freeman believes a speed limit encourages responsibility on the operator. Councilmember Dingman believes enforcement will require communication and awareness.

- Additional Recital Points

Councilmember Francis believes the Council is trying to establish a mutually beneficial relationship between the shared-ride companies, the City, and, the community. He stated the E-bikes and E-scooters will coincide with the recently passed carbon-free proclamation. Mayor Casper noted there was no director concern with this recital addition.

- Other

Councilmember Francis believes the E-scooters should have an attachment indicating the rules. Councilmember Freeman believes riding in the downtown streets are not an issue due to the multiple stop signs and one-way streets. Councilmember Dingman stated she would support an ordinance to not allow riding E-scooters in the downtown area. Director Holm stated there could be geofencing with the companies. This could slow down the speed of the E-scooters in the downtown area. Following brief discussion regarding the proposed amendments, Mayor Casper stated this item will be included on the January 27, 2020 Council Work Session agenda.

There being no further business, the meeting adjourned at 6:34 p.m.

CITY CLERK

MAYOR

December 12, 2019 - Unapproved

The City Council of the City of Idaho Falls met in Regular Council Meeting, Thursday, December 12, 2019, in the Council Chambers in the City Annex Building located at 680 Park Avenue in Idaho Falls, Idaho at 7:30 p.m.

Call to Order:

There were present:

- Mayor Rebecca L. Noah Casper
- Councilmember Thomas Hally
- Councilmember John Radford
- Councilmember Jim Francis
- Councilmember Michelle Ziel-Dingman
- Councilmember Shelly Smede
- Councilmember Jim Freeman

Also present:

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

Pledge of Allegiance:

Mayor Casper requested Council President Hally to lead those present in the Pledge of Allegiance.

Public Comment:

Mayor Casper requested any public comment not related to items currently listed on the agenda or not related to a pending matter. No one appeared.

Consent Agenda:

The Airport requested approval and acceptance of Idaho Transportation Department Division of Aviation Grant.

RESOLUTION NO. 2019-25

CITY OF IDAHO FALLS, ACCEPTING THE GRANT OFFER OF THE STATE OF IDAHO THROUGH THE IDAHO TRANSPORTATION DEPARTMENT, DIVISION OF AERONAUTICS, IN THE MAXIMUM AMOUNT OF \$15,000.00 TO BE USED UNDER THE IDAHO AIRPORT AID PROGRAM, FS PROGRAM NUMBER: F208IDA, PROJECT NUMBER: AIP045 IN THE DEVELOPMENT OF THE IDAHO FALLS REGIONAL AIRPORT.

Idaho Falls Power requested ratification of Power Trade Confirmation Agreements.

Public Works requested approval of Bid Award – Tautphaus Park North Park Drive Improvements at Butte Arm Canal; and, Bid Award – Fielding Cemetery Road Improvements.

Municipal Services requested approval of the Treasurer’s Report for the month of October, 2019; Gift Deed for Idaho Falls Power; Bid IF-20-01, Purchase of Side-Load Container Trucks for Public Works; and, Bid IF-20-02, Purchase of Tilt-Frame Truck for Public Works.

The City Clerk requested approval of minutes from the November 25, 2019 Council Work Session; and, November 26, 2019 Special Council Meeting; and, License Applications, all carrying the required approvals.

December 12, 2019 - Unapproved

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

Regular Agenda:

Public Works

Subject: Iona Bonneville Sewer District (IBSD) – Request for Sewer Service Area Expansion

For consideration is a request from the IBSD to increase the District's sewer service area boundary by 68.64 acres for Liberty Homes. The proposed expansion area is for inclusion of property located generally south of the North Yellowstone Highway and north of the East Iona Road.

Councilmember Freeman stated due to a cooperative agreement with the City, IBSD must obtain approval from the City to expand their service area. He also stated there is concern that the sewage from IBSD into the Sunnyside trunk line is nearing capacity. At the City's request, IBSD has previously reduced their service area in order to take on new acreage. Even with the requested increase, the service area is smaller by 162 acres than it was in 2016.

It was moved by Councilmember Freeman, seconded by Councilmember Francis, to approve the expansion request from the Iona Bonneville Sewer District and give authorization to modify the sewer service area accordingly. Roll call as follows: Aye – Councilmembers Radford, Freeman, Smede, Francis, Dingman, Hally. Nay – none. Motion carried.

Idaho Falls Power

Subject: Consulting Services Agreement with Kleinschmidt Associates for Phase I Relicensing Preparatory Work

For consideration is a proposal for consulting services agreement with Kleinschmidt Associates for Idaho Falls Power (IFP) Phase I Relicensing Preparatory Work. The consulting services agreement will provide document development for the relicensing of the Hydropower Projects for a not-to-exceed cost of \$70,000.00.

Councilmember Radford stated this item was discussed at an IFP Board Meeting. He also stated the City has started the relicensing process to meet the Federal Energy Regulatory Commission (FERC) license requirements.

It was moved by Councilmember Radford, seconded by Councilmember Hally, to approve the consulting services agreement for Phase I Relicensing Preparatory Work with Kleinschmidt Associates for a not-to-exceed cost of \$70,000.00, and give authorization for the Mayor to execute the necessary documents. Roll call as follows: Aye – Councilmembers Hally, Smede, Dingman, Freeman, Francis, Radford. Nay – none. Motion carried.

Community Development Services

Subject: Annexation and Initial Zoning of CC, Annexation and Initial Zoning Ordinances, and Reasoned Statements of Relevant Criteria and Standards, 2.617 acres, 1754 Milligan Road

For consideration is the Annexation and Initial Zoning of CC, Annexation and Zoning Ordinances, and Reasoned Statements of Relevant Criteria and Standards for approximately 2.617 acres of Section 24, Township 2 North, Range 37 East, for a property located at 1754 Milligan Road. The Planning and Zoning (P&Z) Commission considered this item at its November 12, 2019 meeting and recommended approval by unanimous vote. Staff concurs with this recommendation.

December 12, 2019 - Unapproved

Councilmember Smede stated this property is currently partially developed. She also stated there is frontage onto Milligan Road, which is currently gravel. This is a Category A annexation.

It was moved by Councilmember Smede, seconded by Councilmember Dingman, to approve the Ordinance annexing M&B: 2.617 acres of Section 24, Township 2 North, Range 37 East, under a suspension of the rules requiring three complete and separate readings and request that it be read by title and published by summary. Roll call as follows: Aye – Councilmembers Smede, Hally, Radford, Dingman, Freeman, Francis. Nay – none. Motion carried.

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

ORDINANCE NO. 3283

AN ORDINANCE OF THE CITY OF IDAHO FALLS, IDAHO, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO; PROVIDING FOR THE ANNEXATION OF APPROXIMATELY 2.617 ACRES DESCRIBED IN EXHIBIT A, OF THIS ORDINANCE, 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 Smede, seconded by Councilmember Dingman, to approve the Reasoned Statement of Relevant Criteria and Standards for the annexation of M&B: 2.617 acres of Section 24, Township 2 North, Range 37 East, and give authorization for the Mayor to execute the necessary documents. Roll call as follows: Aye – Councilmembers Dingman, Smede, Francis, Freeman, Hally, Radford. Nay – none. Motion carried.

It was moved by Councilmember Smede, seconded by Councilmember Dingman, to assign a Comprehensive Plan Designation of Greenbelt Mixed Uses, and to approve the ordinance establishing the initial zoning for M&B: 2.617 acres of Section 24, Township 2 North, Range 37 East, under a suspension of the rules requiring three complete and separate readings and request that it be read by title and published by summary, that the City limits documents be amended to include the area annexed herewith, and that the City Planner be instructed to reflect said annexation, amendment to the Comprehensive Plan, and initial zoning on the Comprehensive Plan and Zoning Maps located in the Planning Office. Roll call as follows: Aye – Councilmembers Francis, Dingman, Freeman, Hally, Radford, Smede. Nay – none. Motion carried.

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

ORDINANCE NO. 3284

AN ORDINANCE OF THE CITY OF IDAHO FALLS, IDAHO, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO; PROVIDING FOR THE INITIAL ZONING OF APPROXIMATELY 2.617 ACRES DESCRIBED IN EXHIBIT A OF THIS ORDINANCE AS CC ZONE; AND PROVIDING SEVERABILITY, PUBLICATION BY SUMMARY, AND ESTABLISHING EFFECTIVE DATE.

It was moved by Councilmember Smede, seconded by Councilmember Dingman, to approve the Reasoned Statement of Relevant Criteria and Standards for the Initial Zoning for M&B: 2.617 acres of Section 24, Township 2 North, Range 37 East, and give authorization for the Mayor to execute the necessary documents. Roll call as follows: Aye – Councilmembers Smede, Hally, Dingman, Radford, Freeman, Francis. Nay – none. Motion carried.

Subject: Annexation and Initial Zoning of I&M, Annexation and Zoning Ordinances, and Reasoned Statements of Relevant Criteria and Standards, Lot 4, Block 1, Sunnyside Industrial and Professional Park

For consideration is the Annexation and Initial Zoning of I&M, Annexation and Zoning Ordinances, and Reasoned Statements of Relevant Criteria and Standards for Lot 4, Block 1, Sunnyside Industrial and Professional Park. The

December 12, 2019 - Unapproved

Planning and Zoning Commission considered this item at its December 3, 2019 meeting and recommended approval by unanimous vote. Staff concurs with this recommendation.

Councilmember Smede stated this parcel is currently undeveloped land. This is a Category A annexation. It was moved by Councilmember Smede, seconded by Councilmember Dingman, to approve the Ordinance annexing Lot 4, Block 1, Sunnyside Industrial and Professional Park, under a suspension of the rules requiring three complete and separate readings and request that it be read by title and published by summary. Roll call as follows: Aye – Councilmembers Hally, Francis, Radford, Dingman, Smede, Freeman. Nay – none. Motion carried.

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

ORDINANCE NO. 3285

AN ORDINANCE OF THE CITY OF IDAHO FALLS, IDAHO, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO; PROVIDING FOR THE ANNEXATION OF LOT 4, BLOCK 1, SUNNYSIDE INDUSTRIAL AND PROFESSIONAL PARK, 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 Smede, seconded by Councilmember Dingman, to approve the Reasoned Statement of Relevant Criteria and Standards for the annexation of Lot 4, Block 1, Sunnyside Industrial and Professional Park, and give authorization for the Mayor to execute the necessary documents. Roll call as follows: Aye – Councilmembers Freeman, Radford, Smede, Francis, Dingman, Hally. Nay – none. Motion carried.

It was moved by Councilmember Smede, seconded by Councilmember Dingman, to assign a Comprehensive Plan Designation of Highway Related Industrial, and to approve the ordinance establishing the initial zoning for Lot 4, Block 1, Sunnyside Industrial and Professional Park, under a suspension of the rules requiring three complete and separate readings and request that it be read by title and published by summary, that the City limits documents be amended to include the area annexed herewith, and that the City Planner be instructed to reflect said annexation, amendment to the Comprehensive Plan, and initial zoning on the Comprehensive Plan and Zoning Maps located in the Planning Office. Roll call as follows: Aye – Councilmembers Hally, Radford, Francis, Dingman, Smede, Freeman. Nay – none. Motion carried.

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

ORDINANCE NO. 3286

AN ORDINANCE OF THE CITY OF IDAHO FALLS, IDAHO, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO; PROVIDING FOR THE INITIAL ZONING OF LOT 4, BLOCK 1, SUNNYSIDE INDUSTRIAL AND PROFESSIONAL PLAZA AS I&M ZONE; AND PROVIDING SEVERABILITY, PUBLICATION BY SUMMARY, AND ESTABLISHING EFFECTIVE DATE.

It was moved by Councilmember Smede, seconded by Councilmember Dingman, to approve the Reasoned Statement of Relevant Criteria and Standards for the Initial Zoning for Lot 4, Block 1, Sunnyside Industrial and Professional Park, and give authorization for the Mayor to execute the necessary documents. Roll call as follows: Aye – Councilmembers Francis, Dingman, Freeman, Hally, Radford, Smede. Nay – none. Motion carried.

Subject: Annexation and Initial Zoning of LC, Annexation and Zoning Ordinances, and Reasoned Statements of Relevant Criteria and Standards, 27.646 Acres, Section 16, T 2N R 38E

For consideration is the Annexation and Initial Zoning of LC, Annexation and Zoning Ordinances, and Reasoned Statements of Relevant Criteria and Standards for approximately 27.646 acres in Section 16, Township 2 North,

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Range 38 East. The Planning and Zoning Commission considered this item at its October 1, 2019 meeting and recommended approval by unanimous vote. Staff concurs with this recommendation.

Councilmember Smede stated this parcel includes a residence and vacant agricultural land. This is a Category A annexation. Councilmember Smede stated there are existing utilities surrounding the parcel and is hopeful the annexation will encourage development.

It was moved by Councilmember Smede, seconded by Councilmember Dingman, to approve the Ordinance annexing M&B: 27.646 acres, Section 16, Township 2 North, Range 38 East, under a suspension of the rules requiring three complete and separate readings and request that it be read by title and published by summary. Roll call as follows: Aye – Councilmembers Freeman, Francis, Hally, Radford, Smede, Dingman. Nay – none. Motion carried.

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

ORDINANCE NO. 3287

AN ORDINANCE OF THE CITY OF IDAHO FALLS, IDAHO, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO; PROVIDING FOR THE ANNEXATION OF APPROXIMATELY 27.646 ACRES DESCRIBED IN EXHIBIT A OF THIS ORDINANCE, 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 Smede, seconded by Councilmember Dingman, to approve the Reasoned Statement of Relevant Criteria and Standards for the annexation of M&B: 27.646 acres, Section 16, Township 2 North, Range 38 East, and give authorization for the Mayor to execute the necessary documents. Roll call as follows: Aye – Councilmembers Dingman, Radford, Francis, Smede, Hally, Freeman. Nay – none. Motion carried.

It was moved by Councilmember Smede, seconded by Councilmember Dingman, to assign a Comprehensive Plan Designation of Commercial, Higher Density, and Lower Density, and to approve the ordinance establishing the initial zoning for M&B: 27.646 acres, Section 16, Township 2 North, Range 38 East, under a suspension of the rules requiring three complete and separate readings and request that it be read by title and published by summary, that the City limits documents be amended to include the area annexed herewith, and that the City Planner be instructed to reflect said annexation, amendment to the Comprehensive Plan, and initial zoning on the Comprehensive Plan and Zoning Maps located in the Planning Office. Roll call as follows: Aye – Councilmembers Radford, Freeman, Smede, Francis, Dingman, Hally. Nay – none. Motion carried.

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

ORDINANCE NO. 3288

AN ORDINANCE OF THE CITY OF IDAHO FALLS, IDAHO, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO; PROVIDING FOR THE INITIAL ZONING OF APPROXIMATELY 27.646 ACRES DESCRIBED IN EXHIBIT A OF THIS ORDINANCE AS LC, LIMITED COMMERCIAL ZONE; AND PROVIDING SEVERABILITY, PUBLICATION BY SUMMARY, AND ESTABLISHING EFFECTIVE DATE.

It was moved by Councilmember Smede, seconded by Councilmember Dingman, to approve the Reasoned Statement of Relevant Criteria and Standards for the Initial Zoning for M&B: 27.646 acres, Section 16, Township 2 North, Range 38 East, and give authorization for the Mayor to execute the necessary documents. Roll call as follows: Aye – Councilmembers Hally, Smede, Dingman, Freeman, Francis, Radford. Nay – none. Motion carried.

Subject: Public Hearing – Annexation and Initial Zoning, Annexation and Zoning Ordinances, and Reasoned Statements of Relevant Criteria and Standards, Approximately 220 Acres

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For consideration is the Annexation and Initial Zoning of I&M, LM, HC, LC and R1, Annexation and Zoning Ordinances, and Reasoned Statements of Relevant Criteria and Standards for approximately 220 acres in Sections 14, 23-25, and 36, Township 2 North, Range 37 East and Sections 7-9, 16-17, Township 2 North, Range 38 East. These properties are generally non-residential land uses. The Planning and Zoning Commission considered this item at its October 1, 2019 meeting and recommended approval of the following according to the areas (refer to map):

Area 1: As presented by a unanimous vote

Area 2: As presented by a vote of 7-1

Area 3: As presented by a unanimous vote

Area 4: As presented by a vote of 7-1

Area 5: As presented by a vote of 7-1

Area 6: As presented by a unanimous vote

Mayor Casper opened the public hearing and ordered all items presented be included in the record.

Community Development Services Director Brad Cramer stated the following two (2) annexations have been divided into non-residential land uses and residential land uses due to different issues being considered. He stated the non-residential annexations are Category B as the focus was on properties that receive a City utility. The properties either receive a utility or the property is part of a property that is already annexed and receives a utility. The annexation also includes remnant parcels such as canal Rights-of-Way (ROW) and other non-taxable properties. Director Cramer stated the annexation sections have been broken out into areas due to the annexation being so broad. He noted the number on the map is associated to one (1) of the six (6) areas. He also noted properties/parcels that may be excluded have been assigned a tract. Director Cramer stated these parcels have been carefully researched and are within the Idaho Statue for annexation and are also within the Statement of Annexation Principles that was previously adopted by the Council. He noted there is a slight decrease in acreage (to 214 acres) due to the extensive work by the City's survey crew. Director Cramer clarified the four (4) maps will show the current zoning of the surrounding area(s), aerial photos of the location(s), the Comprehensive Future Land Use Map, and, the proposed zoning of each section(s). He then presented the following:

Slide 1A – Areas under consideration in current zoning

Director Cramer stated these areas include parcels mainly south of Broadway, north of Broadway, and, Troy Avenue.

Slide 1B – Aerial photo

Slide 1C – Comprehensive Plan Future Land Use Map

Slide 1D – Proposed zoning

Director Cramer stated three (3) things considered for the proposed zoning included the surrounding zone, the Comprehensive Plan, and, staff tried to request a zone that would not create non-conforming uses.

Slide 2A – Area under consideration in current zoning

Director Cramer stated this area includes I-15 and Pancheri Drive. He noted this area did not receive a unanimous vote by P&Z.

Slide 2B – Aerial photo

Director Cramer stated the areas not unanimously voted on by P&Z were due to inconsistencies in land uses. He also stated those parcels with no utility connection were left out.

Slide 2C – Additional aerial photo

Director Cramer noted the Statement of Annexation Principles were included on each map.

Slide 2D – Comprehensive Plan Future Land Use Map

Slide 2E – Proposed zoning

Slide 3A – Areas under consideration in current zoning

Director Cramer stated these areas include Holmes Avenue, Science Center and Lincoln Road, and, Anderson.

Slide 3B – Aerial photo

Slide 3C – Additional aerial photo

Director Cramer noted those properties that have a utility connection as well as an agreement for annexation.

Slide 3D – Additional aerial photo

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Slide 3E – Comprehensive Plan Future Land Use Map

Slide 3F – Proposed zoning

Slide 4A – Areas under consideration in current zoning

Director Cramer stated these areas include North Woodruff Avenue with Lincoln as the cross road, and, North Yellowstone Highway. He indicated staff was unaware of certain properties that did not have a utility connection along North Woodruff Avenue. He noted staff has worked with the Public Works Department to determine these additional properties, these properties will be annexed at a future time. He also noted the entire length of North Woodruff is being proposed for the annexation for consistency of maintenance.

Slide 4B – Aerial photo

Slide 4C – Additional aerial photo

Director Cramer stated a platted ROW is also proposed for annexation.

Slide 4D – Additional aerial photo

Slide 4E – Comprehensive Plan Future Land Use Map

Slide 4F – Proposed zoning

Slide 5A – Areas under consideration in current zoning

Director Cramer stated these areas include North Woodruff, First Street, and, remnants of parcels.

Slide 5B – Area under consideration in current zoning

Director Cramer stated this area includes a substation on Hitt Road just south of Lincoln Road.

Slide 5C – Aerial photo

Slide 5D – Additional aerial photo

Slide 5E – Additional aerial photo of substation

Slide 5F – Comprehensive Plan Future Land Use Map

Slide 5G – Proposed zoning

Slide 5H – Proposed zoning of substation

Slide 6A – Area under consideration in current zoning

Director Cramer stated this area includes Sunnyside Road and Yellowstone Avenue.

Slide 6B – Aerial photo

Slide 6C – Additional aerial photo

Slide 6D – Additional aerial photo

Slide 6E – Comprehensive Plan Future Land Use Map

Slide 6F – Proposed zoning

Slide 7 – Airport Overlay Zone for proposed areas

Slide 8 – Airport Overlay Zone, Height Limitations

Director Cramer stated there should be no concern for height limitations in these areas.

To the response of Councilmember Francis, Director Cramer clarified enclaved is defined as being surrounded. Enclaved does not have to be a single parcel. There is no requirement to annex all or none of the enclaved parcels. Also to the response of Councilmember Francis, Director Cramer clarified contiguous is defined as the boundaries of the property are touching existing City limits. To the response of Mayor Casper, Director Cramer stated a recent law passed in the previous legislative session stated that properties that are five (5) acres or larger and have an active agricultural use cannot be annexed by a City without consent or an agreement that's in place. He also stated there are two (2) types of consent – as requested by a property owner; or, if the property is receiving a City utility, specifically water and sewer (not power). Also to the response of Mayor Casper, Director Cramer confirmed the Council previously requested these particular properties be identified in order to move toward annexation. Councilmember Radford requested a review of the annexation process. Director Cramer stated the process began with identifying City utilities outside of City limits, which included approximately 300 parcels. He also stated this process included negotiations with the County regarding the Area of Impact (AOI). He believes this may be the fifth or sixth City-initiated annexation. He indicated these parcels all had connections to utilities. These proposed annexations represent a final of approximately 300 parcels.

Mayor Casper requested public comments.

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David Farnsworth, North Woodruff Avenue automotive repair business owner, appeared. Mr. Farnsworth expressed his appreciation to the elected officials. He also expressed his concern for the increase of taxes for this property. He stated he purchased this property approximately three (3) years ago after a lot of consideration and research as he believed this property could be beneficial to his business. He noted this property has been in the County for more than 50 years and he had no thoughts of being blindsided into an annexation. Mr. Farnsworth stated, upon annexation, the property taxes would increase by approximately \$10,200 per year. He stated his family has worked hard at this business and is continually trying to grow the business. He does not feel he is careless with money as his family sticks to a tight budget and the business equipment has been purchased with savings. Mr. Farnsworth stated he is discouraged as he does not believe he has a leg to stand on. He was aware of being connected to a City utility although he was unaware this would be considered unwritten consent. Mr. Farnsworth stated his family recently purchased a starter home with no new items as his family tries to live very frugal. He expressed concern that the increased cost could put them out of business. He pleaded for mercy and compassion. He understands the City's reason for growth, although he requested this property not be annexed at this time. He also requested extra time to establish the business, possibly in five (5) years. He noted there are a lot of expenses for an older building and the extra \$10,000 is a big amount. Mr. Farnsworth stated he tries to work with the community and perform service including an intern program within the business. He again requested the annexation be put on hold at this time so he could build up his business and prepare for the additional cost.

Matt Williams, Sunnyside Acres resident, appeared. It was clarified Mr. Williams comments should be received for the following (residential) annexation.

Larry Lafave, Idaho Falls resident and property owner of a business on Woodruff Avenue and Yellowstone Highway, appeared. Mr. Lafave stated his business has City sewer although he was unaware of any agreement. He did not believe this was a problem. He stated he does not have a problem with annexation, although he does not want to pay additional money. Mr. Lafave expressed his concern with cherry-picking of properties. He requested this annexation be postponed until the remaining parcels on Woodruff Avenue are annexed.

Christopher Larsen, Idaho Falls resident, appeared. Mr. Larsen believes the line/area on the south eastern side of Troy Avenue is 16' too wide as it appears to interfere with the south Troy Homeowners Association (HOA) land that has been cultivated for the previous 30 years. He is unsure if the map is accurate.

Director Cramer reappeared. Councilmember Freeman questioned the remaining properties on Woodruff Avenue. Director Cramer stated the initial plan would be to annex those properties that have sewer connection that staff was unaware of. He also stated he was unaware of the exact number of properties although he believes the number is minimal. To the response of Councilmember Radford, Director Cramer stated the date for these annexations is unknown at this time, possibly in early spring. He does not believe a delay of the current proposed properties would accomplish anything as the work/process has already been completed. He also does not believe there has been any cherry-picking as he reiterated that staff was unaware of these properties. All known parcels have been included in the proposed annexation. Director Cramer indicated these additional parcels are not on record and may not have ever paid any amount to the City. To the response of Councilmember Radford, Director Cramer believes this annexation would have completed all annexation of properties with utilities that were also contiguous per the Statement of Annexation Principles. Director Cramer also clarified that Mr. Farnsworth's property has a utility connection but it does not have an agreement for annexation. To the response of Councilmember Smede, Director Cramer stated the maps were created based on County parcel data. He would not consider the maps accurate as a survey. He stated the survey crew reviewed every surrounding legal description, therefore the legal description in the ordinance is accurate. He noted the property owned by the adjacent church is included in the legal description. Mayor Casper questioned the cultivation/beautification of the property. Mr. Fife stated prescriptive easement done by use is persistent and known although it may be difficult to prove. He stated a title could change the property but the property does not change owners due to cultivation/beautification. Director Cramer stated staff does not get involved with property owner issues. Councilmember Freeman noted that it appears the bottom of the trees may be in the border. Councilmember Radford questioned a commercial or residential property owner that may fall behind on their City taxes. Mr. Fife noted the County collects taxes, not the City. There could be penalties with the County including the sale of the property. To the response of Councilmember Smede, Director Cramer stated the property

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tax rate for these businesses would be the same as other existing businesses in the City. To the response of Councilmember Francis, Director Cramer stated the maintenance of Woodruff Avenue would now belong to the City and, the Insurance Services Office (ISO) rating for the Fire District would apply mainly to those commercial properties being annexed.

Mayor Casper closed the public hearing.

Councilmember Smede stated hundreds of parcels that have been receiving services have been found over the course of the previous two (2) years, which have caused several issues. She noted in 2014 the Council decided it was critical to clean up these properties so the City could continue to develop in an orderly fashion. She stated the City has spent a lot of time on these annexations as the procedures are extensive. Councilmember Smede feels empathy for those businesses who are close to town but have not paid the taxes, although she believes it's important to remember the adjacent properties that have been paying the taxes. She reviewed the Statement of Annexation Principles referencing the efficient and equitable tax and fee-supported services. Councilmember Francis expressed his concern for the taxes although he also realizes those other businesses that have been paying the taxes. Councilmember Radford stated staff does not take annexations lightly and they have worked hundreds of hours on these annexations. He believes there is an issue of equity and predictability for those small sections within the City which can assist with planning. Mayor Casper noted there may be a tax increase although City service costs will be reduced, in addition to the ISO rating. She stated the elected officials are committed to the City as they believe there is a benefit to being part of an urban area. She also believes the Statement of Annexation Principles are fair and equitable.

It was moved by Councilmember Smede, seconded by Councilmember Dingman, to approve the Ordinance annexing M&B: approximately 214 acres in Sections 14, 23-25, and 36, Township 2 North, Range 37 East and Sections 7-9, 16-17, Township 2 North, Range 38 East, under a suspension of the rules requiring three complete and separate readings and request that it be read by title and published by summary. Roll call as follows: Aye – Councilmembers Smede, Hally, Radford, Dingman, Freeman, Francis. Nay – none. Motion carried.

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

ORDINANCE NO. 3289

AN ORDINANCE OF THE CITY OF IDAHO FALLS, IDAHO, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO; PROVIDING FOR THE ANNEXATION OF APPROXIMATELY 214 ACRES DESCRIBED IN EXHIBITS 1A, 2A, 3A, 4A, 5A, 5B, AND 6A OF THIS ORDINANCE, 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 Smede, seconded by Councilmember Dingman, to approve the Reasoned Statement of Relevant Criteria and Standards for the annexation of M&B: Approximately 214 acres in Sections 14, 23-25, and 36, Township 2 North, Range 37 East and Sections 7-9, 16-17, Township 2 North, Range 38 East, and give authorization for the Mayor to execute the necessary documents. Roll call as follows: Aye – Councilmembers Dingman, Smede, Francis, Freeman, Hally, Radford. Nay – none. Motion carried.

It was moved by Councilmember Smede, seconded by Councilmember Dingman, to assign a Comprehensive Plan Designation of Low Density Residential, Higher Density Residential, Commercial, Highway Related Industrial, Employment Center, Greenbelt Mixed Use, Parks, Recreation Public Facilities, Open Space, and to approve the ordinance establishing the initial zoning for M&B: Approximately 214 acres in Sections 14, 23-25, and 36, Township 2 North, Range 37 East and Sections 7-9, 16-17, Township 2 North, Range 38 East, under a suspension of the rules requiring three complete and separate readings and request that it be read by title and published by summary, that the City limits documents be amended to include the area annexed herewith, and that the City Planner be instructed to reflect said annexation, amendment to the Comprehensive Plan, and initial zoning on the

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Comprehensive Plan and Zoning Maps located in the Planning Office. Roll call as follows: Aye – Councilmembers Francis, Dingman, Freeman, Hally, Radford, Smede. Nay – none. Motion carried.

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

ORDINANCE NO. 3290

AN ORDINANCE OF THE CITY OF IDAHO FALLS, IDAHO, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO; PROVIDING FOR THE INITIAL ZONING OF APPROXIMATELY 214 ACRES DESCRIBED IN EXHIBITS 1A, 2A, 3A, 4A, 5A, 5B, AND 6A OF THIS ORDINANCE AS I&M, LM, HC, LC, & R1 ZONES, INCLUDING AIRPORT OVERLAY ZONE DESIGNATIONS; AND PROVIDING SEVERABILITY, PUBLICATION BY SUMMARY, AND ESTABLISHING EFFECTIVE DATE.

It was moved by Councilmember Smede, seconded by Councilmember Dingman, to approve the Reasoned Statement of Relevant Criteria and Standards for the Initial Zoning for M&B: Approximately 214 acres in Sections 14, 23-25, and 36, Township 2 North, Range 37 East and Sections 7-9, 16-17, Township 2 North, Range 38 East, and give authorization for the Mayor to execute the necessary documents. Roll call as follows: Aye – Councilmembers Smede, Hally, Dingman, Radford, Freeman, Francis. Nay – none. Motion carried.

Subject: Public Hearing – Annexation and Initial Zoning, Annexation and Zoning Ordinances, and Reasoned Statements of Relevant Criteria and Standards, Approximately 110 acres

For consideration is the Annexation and Initial Zoning of I&M, LC, R3A, RMH, R2, RE, RP and R1, Annexation and Zoning Ordinances, and Reasoned Statements of Relevant Criteria and Standards for approximately 110 Acres in Sections 1, 14-15, 24-26, 35-36, Township 2 North, Range 37 East and Sections 6, 8, 16, 31, 33, Township 2 North, Range 38 East. These properties in this annexation are generally residential land uses. The Planning and Zoning Commission considered this item at its October 1, 2019 meeting and recommended approval of the following according to the areas (refer to map):

Area 1: As presented by a vote of 6-1.

Area 2: Delay on consideration of these properties for annexation until further research can be completed on these properties regarding whether the properties are enclaved or not, connection to city water and agreement for annexation are a direct result of ground water pollution from the city dump to the east by a vote of 7-0.

Area 3: Approval with an initial zoning for the canal piece to be consistent with the zoning of the canal piece to the south by a vote of 7-0.

Area 4: Approval with the exclusion of the property identified in slide 4B by a vote of 7-0.

Area 5: Approval with an initial Zoning of RE, Residential Estate by a vote of 6-1.

Area 6: As presented by a vote of 6-1.

Area 7: As presented by a vote of 6-1.

Mayor Casper opened the public hearing and ordered all items presented be entered into the record.

Director Cramer noted the slide presentation is similar to the previous annexation presentation. He stated these properties will be a mix of Category A (statutory residential enclave) and Category B annexations, however, the entire annexation was processed as a Category B annexation as Category B allows more process, including a public hearing and an annexation plan. He also noted the actual acreage has been reduced to 91 acres. He then presented the following:

Slide 1A – Areas under consideration in current zoning

Director Cramer stated these are primarily individual properties located on the west side of Idaho Falls.

Slide 1B – Aerial photo

Director Cramer stated these properties are generally in residential neighborhoods with some commercial properties.

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Slide 1C – Additional aerial photo

Director Cramer stated this property is located on Colorado Avenue.

Slide 1D – Comprehensive Plan Future Land Use Map

Slide 1E – Proposed zoning

Slide 1F – Proposed zoning for property on Colorado Avenue

Slide 2A – Area under consideration in current zoning

Director Cramer stated this area is located along E. River Road/5th West, Sage Lakes Golf Course is to the north and Hatch Pit is located in the center. He noted there are five (5) residential parcels.

Slide 2B – Aerial photo

Director Cramer noted those parcels that have a utility connection and an agreement to be annexed. He also noted the P&Z did not recommend unanimous approval until further research could be completed regarding enclaved, connection to City water, an agreement for annexation, or, direct result of groundwater pollution from the City dump. Director Cramer stated, per the memo submitted, in 1992 the Bonneville County Commission requested that the City consider allowing 10 residences to connect to City water because the County ordinance prohibited the location of a landfill within 1,000 feet of those wells. He indicated, based on staff records, pollution had not occurred. This was based on pollution from the Hatch Pit that could occur. Therefore, the City agreed to connect those residences in 1992 although there were no connections until 1999, the most recent connection occurred in 2008. All entered into an agreement with the City to receive service, pay the out-of-City service fee, and, to be annexed once contiguous.

Slide 2C – Comprehensive Plan Future Land Use Map

Slide 2D – Proposed zoning

Director Cramer stated the proposed zoning will allow for some agricultural uses.

Slide 3A – Areas under consideration in current zoning

Director Cramer stated this area is a spite strip (a gap) in between two (2) mobile home parks.

Slide 3B – Aerial photo

Slide 3C – Comprehensive Plan Future Land Use Map

Slide 3D – Proposed zoning

Slide 4A – Areas under consideration in current zoning

Slide 4B – Aerial photo

Director Cramer stated P&Z did not recommend annexation of this property on Hitt Road at this time due to existing water connections which are a result of contamination of land and wells on properties to the east of this area. He noted in the 1960's the Sugarmill was dumping waste and contaminated the property. He also stated, based on the information provided, this area has been included in the proposed annexation because it meets the Statement of Annexation Principles, it has a water connection, and, it is contiguous with the City.

Slide 4C – Aerial photo

Director Cramer stated this area is in the central part of the City near 1st Street and Woodruff Avenue. This is a remnant parcel associated with an existing property.

Slide 4D – Comprehensive Plan Future Land Use Map

Slide 4E – Proposed zoning for parcel on Hitt Road

Slide 4F – Proposed zoning for area near 1st Street and Woodruff Avenue

Slide 5A – Area under consideration in current zoning

Director Cramer stated this area includes two (2) parcels along Sunnyside Road, Channing Way, and, Crestwood Lane. He noted P&Z did not unanimously approve this area.

Slide 5B – Aerial photo

Director Cramer stated one (1) of the homes has a utility connection and an annexation agreement. The other home has a utility connection.

Slide 5C – Comprehensive Plan Future Land Use Map

Director Cramer stated the original zoning proposal for this area was R3A to allow for non-conforming uses, single-family residences.

Slide 5D – Proposed zoning

Slide 6A – Areas under consideration in current zoning

Director Cramer stated these areas include Sunnyside Acres, residential properties east of Sunnyside Road, and, properties north on Rollandet.

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Slide 6B – Aerial photo

Slide 6C – Additional aerial photo

Slide 6D – Additional aerial photo

Slide 6E – Comprehensive Plan Future Land Use Map

Slide 6F – Proposed zoning

Slide 7A – Area under consideration in current zoning

Director Cramer stated this area includes parcels along Koester Lane.

Slide 7B – Aerial photo

Director Cramer stated this area also includes parcels along Pioneer Road, including a home that receives a City utility.

Slide 7C – Additional aerial photo of parcels along Koester Lane

Director Cramer stated staff assumed the barn in the adjacent area was associated with the properties. It was determined this was not the case although the barn is still enclaved and annexable per law although it does not have a utility connection. The owner requested a zone designation that would be flexible.

Slide 7D – Comprehensive Plan Future Land Use Map

Slide 7E – Proposed zoning

Slide 8 – Airport Overlay Zone

Slide 9 – Additional Airport Overlay Zone

Slide 10 – Airport Overlay Zone Height Limitations

To the response of Councilmember Freeman, Director Cramer confirmed water and sewer utilities are received at Sunnyside Acres. To the response of Councilmember Radford, Director Cramer reiterated staff recommends R3A zoning for the parcels at Sunnyside Road and Channing Way as staff is trying to be respectful of the property owners' request. He indicated the property owners have not protested the R3A zoning recommendation. He noted the properties south of this area are located in the County. Also to the response of Councilmember Radford, Director Cramer stated the RE zone is a rural-type zone which allows single-family homes, agricultural uses, and, is for lots larger than one (1) acre. The R3A is a mixed-use zone and allows single-family homes, an apartment complex, or, professional office. To the response of Councilmember Smede, Director Cramer believes the value of the properties will be determined by the County. Also to the response of Councilmember Smede, Director Cramer stated landscaping buffering, provided parking, and, height restrictions would be required for a medical building. Councilmember Hally questioned the widening of the roadway within the City to allow for additional traffic. Director Cramer stated any widening would occur at time of development, any roadway improvements would typically be requested. To the response of Councilmember Francis, Director Cramer once again clarified enclave and contiguous, specifically related to the property on Hitt Road (slide 4B); he confirmed the parcels along Sunnyside Road (slide 5B) have neighborhood covenants which are consistent with RE zoning; Sunnyside Acres (slide 6F) has private roads which will not be maintained by the City; and, the zoning of the barn (slide 7E) has been proposed as I&M per the owner request for flexibility of usage. Director Cramer noted anything that currently legally exists in the County would remain legal once annexed regardless of the City zone. Any change of use would require the change of City rules. To the response of Councilmember Radford, Director Cramer indicated the property adjacent to Sugarmill (slide 4B) probably would not have connected to City services had the contamination not occurred. Also to the response of Councilmember Radford, Director Cramer was unaware of the amount of clean-up on the property. To the response of Mayor Casper, Director Cramer stated Koester Lane is a private road although the road is part of the property for annexation.

Mayor Casper requested public comments.

Sherry Shell, W. Broadway property owner, appeared. Ms. Shell stated she agrees with the recommended zoning. She is not concerned about the neighbors/businesses although she expressed her concern regarding the taxes. She stated in the mid-1990s the City Council tried to ban all home-based business. There is a home-based business on this property. Ms. Shell stated her family was forced out of the City by that attempt to ban the business. She indicated this business is her sole source of income and is hopeful her children can inherit this business. She expressed her concern for an assurance that the current use will not change.

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Nick Day, owner of property on Hitt Road, appeared. Mr. Day stated the documents he submitted to the Council shows receipt of the contamination in November of 1960. He knows if the contamination would not have happened the same well would be used. Mr. Day stated the surrounding area is still owned by a family member of the original property owner. He also stated he wanted to buy the corner property place, knowing it had City water. He was unaware of any agreement for annexation nor does he believe the family would have agreed to an agreement for annexation. Mr. Day encouraged the Council to exclude this property from annexation. He does not mind paying for the water, however the property taxes would be difficult to pay as his income comes from the surrounding property use.

Laron Shumway, property owner at the end of Crestwood Lane, appeared. Mr. Shumway stated both of the homes are currently sold. He also stated three (3) homes have been sold since 2017. He believes this is a lucrative place to be and he would like to maintain that as much as possible. He requested the R3 zoning designation.

Gus Moedl, Troy Avenue, appeared. Mr. Moedl expressed his concern for access to the property on the west of the Troy Townhouse Association. He stated it does not appear there is a road that goes to that area. Mayor Casper stated this particular area was annexed in the previous hearing therefore Mr. Moedl should contact staff.

Lamoyne Hyde, owner of Hyde Drift Boats, appeared. Mr. Hyde believes the property on Pancheri will be annexed in the future. He stated he would not be opposed to annexation if allowed similar things as most of the City gets. He indicated the same issues occur on their property on East River Road which includes no sewer, no electricity, and, is located next to development. Mr. Hyde stated the Sage Lakes area is on a piece of property that is connected to the City by a narrow path. He understands that does not require to hook on or be part of the City. He stated the East River Road property was hooked to City water due to contamination of the aquifer. Mr. Hyde stated the City said water would be given to the homeowners at no charge since the properties were so close to the connection. He also believes this property should be exempt due to it being five (5) acres. Mr. Hyde recommended leaving this property out of annexation consideration at this time. He stated there is a future development plan which includes a highway through his property. He also stated he is not opposed to paying taxes. It was clarified the property described was included on Slide 2B. Mr. Hyde stated the well in the area is a test well, it is not a producing well and the area includes a dump. He also stated when he built the home in 1978 he purchased a license/permit for City electricity although the electricity (Rocky Mountain Power and City) was turned off during the construction of the home.

Corwin Cook, Crestwood Lane, appeared. Mr. Cook questioned if the City's rights to hook ups exceed the development's rights to hook ups where the City provides the sewer to two (2) homes. He stated the City was not near the area when this area was developed so he believes the City should have used the development standards of residential and agricultural to the connected properties rather than force the property to become medical. Mr. Cook stated the homes have been selling as residential properties in the past two (2) years although he believes the City wants this area to go to commercial. He requested the covenants of this development be allowed to flow as the covenants would allow this land to transition to commercial. He believes the commercial people will buy the land if there is enough interest and the covenants would be over-ridden. Mr. Cook also believes if more restrictive covenants were placed on the two (2) parcels these covenants would not apply to the restrictive zoning. He requested the parcels be left in the current zoning. He is unsure if this needs to be annexed at this time as the development currently provides water longer than the sewer has been provided by the City. He is also unsure why there have not been any charges for the sewer services.

Matt Williams, Sunnyside Acres, appeared. Mr. Williams expressed his concern with the tax increases as he believes the lot rent prices will increase. He also believes water and possibly sewer are already being paid for. He is unaware if the owner of Sunnyside Acres has agreed to the annexation. Mr. Williams stated he found out about the annexation during a conversation with another individual. He also stated if the owner can't pay the taxes or increases the lot rent several hundred families will be impacted and may be displaced. He also expressed his concern that Sunnyside Acres may be sold if the taxes are not paid. Mr. Williams questioned the annexation even though there is legal right to do so as he said the residents are already paying for the water and sewer services. He requested this area be excluded from annexation as the residents were not aware of it. He reiterated his concern for the increase of taxes and the impact on limited and fixed-income families.

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Mayor Casper closed the public hearing.

Public Works Director Chris Fredericksen appeared. Councilmember Dingman questioned the Hyde property and the potential of City water contamination. She believes this contamination was due to the Hatch Pit in the County which is not the responsibility of the City. Director Fredericksen believes that was the case. To the follow-up response of Councilmember Dingman, Director Fredericksen believes there was an agreement to serve up to 10 homes in this area to remedy the potential situation although he is unsure if there was actual testing of the water to confirm the contamination. He also believes the City was not legally obligated to provide the extension of water. To the response of Councilmember Francis, Director Fredericksen believes the two (2) properties on Crestwood Lane receive sewer services due to the original property owner request and the close proximity of the sewer line.

Director Cramer reappeared. Councilmember Radford questioned the notice/letters sent to the residents of Sunnyside Acres. Director Cramer stated letters were only sent to property owners. He noted a previous trailer park annexation had individually-owned lots and therefore those owners did receive notices. He also noted there was conversation between the Sunnyside Acres property owner and staff regarding the annexation. Mayor Casper questioned the transitioning of property, as referred to by Mr. Cook, at some point as she believes zoning anticipates transitioning. Director Cramer stated one (1) of the policies of the Comprehensive Plan is to use existing land uses as a starting point. He also stated when the hospital was built in the early 1980's the prediction would be a major medical center, which has occurred, as developed. He noted staff tries to be respectful of the property owner if there may be a different request for zoning. To the response of Councilmember Smede, Director Cramer stated the five (5) acres of the Hyde property is eligible due to the agreement upon becoming contiguous. To the response of Councilmember Francis, Director Cramer confirmed the property near the Sugarmill does not have an agreement for annexation although this particular property is now less than five (5) acres due to the widening of Hitt Road. To the response of Councilmember Freeman, Director Cramer stated zoning does not affect covenants as referenced by Mr. Cook. He also confirmed the current use will remain. To the response of Councilmember Francis, Director Cramer stated a letter of continued use, as referenced by Ms. Shell, can be provided if requested. He also noted home-based businesses have expanded their use. Also to the response of Councilmember Francis, Director Cramer believes the tax increase, as referenced by Mr. Williams, could be accurate due to the City levy.

Community Development Services Planning Director Kerry Beutler appeared. To the response of Mayor Casper, Planning Director Beutler stated the initial concerns of the Sunnyside Acres property owner included the increase of taxes, non-conforming uses, existing setbacks within the park, and, maintenance of the private roads. He also stated a letter has been provided outlining the non-conforming uses. Mayor Casper stated there are many factors to assessing property value, she questioned if the zoning consideration is included in the assessment. Planning Director Beutler believes the County assessment is based on the use of the property, not the zoning.

Director Cramer reappeared. He clarified individuals outside of the City pays twice as much for water and 10% more for sewer. These rates will decrease to the City rate with annexation.

Mayor Casper closed the public hearing.

Councilmember Smede believes the agreements for East River Road have been clarified. She also reiterated P&Z recommendations regarding the Hitt Road and Crestwood Lane properties. Councilmember Dingman noted the P&Z notes incorrectly identified the dump as a City dump, not a County dump. She expressed her frustration with this error. Councilmember Francis concurred. He is also inclined to stay with rural estate zoning for the Crestwood Lane properties as he believes if the properties were developed differently this would change the rest of that community. He noted, per previous discussions, the overall planning is a direction. Therefore, he recommended that the P&Z recommendation of residential estate is followed for this area. Councilmember Francis also believes the Hitt Road property was arranged by a third-party although he realizes this area is contiguous. Councilmember Freeman stated he trusts the P&Z and he would tend to follow their recommendation of exclusion of this area. Councilmember Hally stated the area on Crestwood Lane is a County road for a short time before crossing into the City. He believes this area will be developed, the traffic will increase, and, the road will be widened per the engineering intention. Councilmember Francis does not believe the zoning will affect what happens to the street

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although he concurs that traffic will increase. Councilmember Dingman clarified the City owns the land at East River Road although the County operates and manages the dump. She indicated this was not clarified in the P&Z recommendation and therefore taints the recommendation as there is not accurate information. Councilmember Smede stated she is trusting staff's notes for inclusion of this area.

It was moved by Councilmember Smede, seconded by Councilmember Dingman, to approve the Ordinance annexing M&B: Approximately 91 Acres Sections 1, 14-15, 24-26, 35-36, Township 2 North, Range 37 East, and Sections 6, 8, 16, 31, 33, Township 2 North, Range 38 East, under a suspension of the rules requiring three complete and separate readings and request that it be read by title and published by summary.

It was then moved by Councilmember Francis, seconded by Councilmember Freeman, to exclude Tract 4B (the Day property in Area 4 (Hitt Road)) from this round of annexation. Roll call as follows: Aye – Councilmembers Hally, Francis, Radford, Smede, Freeman. Nay – Councilmember Dingman. Motion carried.

Mayor Casper requested a roll call vote on the original motion by Councilmember Smede with the exclusion of Tract 4B. Roll call as follows: Aye – Councilmembers Freeman, Smede, Francis, Hally. Nay – Councilmembers Dingman, Radford. Motion carried.

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

ORDINANCE NO. 3291

AN ORDINANCE OF THE CITY OF IDAHO FALLS, IDAHO, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO; PROVIDING FOR THE ANNEXATION OF APPROXIMATELY 91 ACRES DESCRIBED IN EXHIBITS 1A, 2A, 3A, 4C, 5A, 6A, AND 7A OF THIS ORDINANCE, 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 Smede, seconded by Councilmember Francis, to approve the Reasoned Statement of Relevant Criteria and Standards for the annexation of M&B: Approximately 91 Acres Sections 1, 14-15, 24-26, 35-36, Township 2 North, Range 37 East, and Sections 6, 8, 16, 31, 33, Township 2 North, Range 38 East, and give authorization for the Mayor to execute the necessary documents. Roll call as follows: Aye – Councilmembers Freeman, Smede, Francis, Dingman, Hally. Nay – Councilmember Radford. Motion carried.

It was moved by Councilmember Smede, seconded by Councilmember Freeman, to assign a Comprehensive Plan Designation of Low Density Residential, Higher Density Residential, Commercial, Highway Related Industrial, Medical Services Center, Employment Center, and Parks, Recreation and to approve the ordinance establishing the initial zoning for M&B: Approximately 91 Acres Sections 1, 14-15, 24-26, 35- 36, Township 2 North, Range 37 East, and Sections 6, 8, 16, 31, 33, Township 2 North, Range 38 East, under a suspension of the rules requiring three complete and separate readings and request that it be read by title and published by summary, that the City limits documents be amended to include the area annexed herewith, and that the City Planner be instructed to reflect said annexation, amendment to the Comprehensive Plan, and initial zoning on the Comprehensive Plan and Zoning Maps located in the Planning Office.

It was then moved by Councilmember Francis, seconded by Councilmember Dingman, to use the zoning of Residential Estate (RE) for the Crestwood properties, Area 5A. Director Cramer noted Tract 4B will also need to be excluded from the ordinance per the previous motions. He also stated the Comprehensive Plan shows Area 5A as Medical Services so this will require a change of designation as RE does not fit within the Comprehensive Plan designation. Mayor Casper requested a roll call vote on changing Area 5A to RE. Roll call as follows: Aye – Councilmembers Smede, Dingman, Francis. Nay – Councilmembers Hally, Freeman, Radford. There being a tie vote, Mayor Casper stated she believes this part of property will quickly transition, however, she does not understand the need for RE versus City staff recommendation. She also stated she has a high regard for the P&Z as well as City staff. Mayor Casper voted nay. Motion failed. Mayor Casper stated, in reference to Tract 4B, there is

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no authority to zone when there is no annexation. Councilmember Smede confirmed she did not intend to include Tract 4B in the motion as this area was excluded.

Mayor Casper requested a roll call vote on the original motion by Councilmember Smede. Roll call as follows: Aye – Councilmembers Hally, Francis, Dingman, Smede, Freeman. Nay – Councilmember Radford. Motion carried.

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

ORDINANCE NO. 3292

AN ORDINANCE OF THE CITY OF IDAHO FALLS, IDAHO, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO; PROVIDING FOR THE INITIAL ZONING OF APPROXIMATELY 91 ACRES DESCRIBED IN EXHIBITS 1A, 2A, 3A, 4C, 5A, 6A, AND 7A OF THIS ORDINANCE AS RE, RP, R1, R2, R3A, RMH, LC AND I&M ZONES, INCLUDING AIRPORT OVERLAY ZONE DESIGNATIONS; AND PROVIDING SEVERABILITY, PUBLICATION BY SUMMARY, AND ESTABLISHING EFFECTIVE DATE.

Assuming 4B is excluded, it was moved by Councilmember Smede, seconded by Councilmember Dingman, to approve the Reasoned Statement of Relevant Criteria and Standards for the Initial Zoning for M&B: Approximately 91 Acres Sections 1, 14-15, 24-26, 35- 36, Township 2 North, Range 37 East, and Sections 6, 8, 16, 31, 33, Township 2 North, Range 38 East, and give authorization for the Mayor to execute the necessary documents. Roll call as follows: Aye – Councilmembers Francis, Dingman, Freeman, Hally, Smede. Nay – Councilmember Radford. Motion carried.

Announcements:

Mayor Casper announced that City Club will be held on December 13 and the final Council Meeting of 2019 will be held on December 19.

There being no further business, the meeting adjourned at 10:34 p.m.

CITY CLERK

MAYOR

December 19, 2019 - Unapproved

The City Council of the City of Idaho Falls met in Regular Council Meeting, Thursday, December 19, 2019, in the Council Chambers in the City Annex Building located at 680 Park Avenue in Idaho Falls, Idaho at 7:30 p.m.

Call to Order:

There were present:

Mayor Rebecca L. Noah Casper
Councilmember Thomas Hally
Councilmember Jim Francis
Councilmember John Radford
Councilmember Michelle Ziel-Dingman
Councilmember Shelly Smede
Councilmember Jim Freeman

Also present:

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

Pledge of Allegiance:

Mayor Casper requested Scott Grimmatt, City of Idaho Falls Fire Marshal, to lead those present in the Pledge of Allegiance.

Public Comment:

Mayor Casper requested any public comment not related to items currently listed on the agenda or not related to a pending matter. No one appeared.

Consent Agenda:

At the request of Mayor Casper, it was moved by Councilmember Hally, seconded by Councilmember Radford, to remove item 4.A.C.2) Surplus of Idaho Falls Power Mobile Substation, from the Consent Agenda for separate consideration on the Regular Agenda. Roll call as follows: Aye – Councilmembers Smede, Hally, Radford, Dingman, Freeman, Francis. Nay – none. Motion carried.

The Office of the Mayor requested approval of Appointments/Reappointments to City Boards, Commissions and Committees: Bonnee Taggart, Civic Center for the Performing Arts Committee, Reappointment; Deidre Warden, Civic Center for the Performing Arts Committee, Reappointment; Arnold Cantu, Planning and Zoning, Reappointment; Joanne Denney, Planning and Zoning, Reappointment; George Swaney, Planning and Zoning, Reappointment; Gene Hicks, Board of Adjustment, Reappointment; James Wyatt, Board of Adjustment, Reappointment; Herschell Mynarcik, Historic Preservation Society, Reappointment; Dave Radford, Redevelopment Agency, Reappointment; Tom Hally, Redevelopment Agency, Reappointment; Kelly Ovard, Idaho Falls Business Assistance Corporation, New Appointment; Bill Combo, Parks & Rec Commission, Reappointment; Tom Hersch, Parks & Rec Commission, Reappointment; Rick Carosone, Golf Advisory Board, Reappointment; Dr. Gary Lattimore, Golf Advisory Board, Reappointment; and, Randy Westergard, Shade Tree Committee, Reappointment.

Public Works requested approval of Bid Award – North Highland Park Concrete Improvements – 2019.

Municipal Services requested approval of RFP IF-20-069, Cobra Head Streetlights for Idaho Falls Power.

The City Clerk requested approval of License Applications, all carrying the required approvals.

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It was moved by Councilmember Radford, seconded by Councilmember Smede, to approve all items on the Consent Agenda, minus item C.2), according to the recommendations presented. Roll call as follows: Aye – Councilmembers Hally, Francis, Radford, Dingman, Smede, Freeman. Nay – none. Motion carried.

Regular Agenda:

Idaho Falls Power

Subject: Surplus of Idaho Falls Power Mobile Substation

Municipal Services respectfully requests the Mayor and Council authorize the surplus of a 2001 Delta Start mobile substation for Idaho Falls Power (IFP). Pursuant to Resolution 2015-01, IFP has declared the substation no longer needed for City operations and eligible for surplus. The estimated value of the substation is \$600,000-\$800,000.

Idaho Falls Power Director Bear Prairie briefly reviewed the resolution identifying limited economic and/or useful life. He noted the substation still has economic value and useful life although no longer needed due to investments made by IFP in the substations and distribution feeders. Therefore, the mobile substation, purchased in 2001, no longer makes economic sense and has been offered as mutual aid. Director Prairie stated there may be a potential buyer that would offer a good value. He noted this item has been discussed over the course of the previous year at IFP Board Meetings. He does believe the City is at risk by surplus the substation and the purchase money would be applied to other infrastructure improvements.

It was moved by Councilmember Radford, seconded by Councilmember Dingman, to surplus the Idaho Falls Power mobile substation. Roll call as follows: Aye – Councilmembers Francis, Freeman, Dingman, Radford, Hally, Smede. Nay – none. Motion carried.

Public Works

Subject: Easement Vacation – Lot 4, Block 5 of the First Amended Plant of the Channing Way Addition Division No. 5

For consideration is an easement vacation for Lot 4, Block 5 of the First Amended Plat of the Channing Way Addition Division No. 5.

Councilmember Freeman stated this item was requested by Mountain View Hospital as the recent remodel of the hospital has made it necessary to move the easement. The new easement is already provided in the new location and the vacant easement is no longer needed.

It was moved by Councilmember Freeman, seconded by Councilmember Francis, to approve the easement vacation ordinance under a suspension of the rules requiring three complete and separate readings and request that it be read by title and published by summary. Roll call as follows: Aye – Councilmembers Freeman, Radford, Smede, Francis, Dingman, Hally. Nay – none. Motion carried.

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

ORDINANCE NO. 3293

AN ORDINANCE OF THE CITY OF IDAHO FALLS, IDAHO, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, PROVIDING FOR THE VACATION OF AN EASEMENT LOCATED WITHIN THE CITY OF IDAHO FALLS AND LEGALLY DESCRIBED IN SECTION I OF THIS ORDINANCE; PROVIDING THAT TITLE TO SAID VACATED EASEMENT SHALL VEST AS SPECIFIED IN SECTION 2 OF THIS ORDINANCE; PROVIDING THAT THIS ORDINANCE SHALL BE IN FULL FORCE AND EFFECT FROM AND AFTER PASSAGE, APPROVAL, AND PUBLICATION ACCORDING TO LAW.

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Subject: City Ordinance Revision – Title 9, Chapter 5 - Snow Removal Parking Restrictions

For consideration is a proposed revision to Title 9, Chapter 5, Snow Removal Parking Restrictions. The proposed revision was discussed at the November 12, 2019 Council Work Session.

Councilmember Freeman stated this item addresses recent changes to street names, reductions to the Zone A snow removal area, and, official posting on the City website.

It was moved by Councilmember Freeman, seconded by Councilmember Francis, to approve the ordinance revising Title 9, Chapter 5, under a suspension of the rules requiring three complete and separate readings and request that it be read by title and published by summary. Roll call as follows: Aye – Councilmembers Hally, Radford, Francis, Dingman, Smede, Freeman. Nay – none. Motion carried.

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

ORDINANCE NO. 3294

AN ORDINANCE OF THE CITY OF IDAHO FALLS, IDAHO, AMENDING TITLE 9, CHAPTER 5 TO DEFINE SNOW REMOVAL ZONES AND STREETS; DEFINING WHAT IS A SNOW REMOVAL EVENT; PROVIDING SEVERABILITY, CODIFICATION, PUBLICATION BY SUMMARY, AND ESTABLISHING EFFECTIVE DATE.

Subject: Resolution to Adopt a Revised Snow and Ice Control Policies and Procedures Manual

For consideration is a resolution to adopt a revised Snow and Ice Control Policies and Procedures Manual. Changes to the procedures manual were discussed at the November 12, 2019 Council Work Session.

Councilmember Freeman stated this item addresses changes in lane mileage due to recent annexations, available equipment, staffing changes, and, the downsizing of Zone A. He noted these changes will improve efficiency with no additional costs.

It was moved by Councilmember Freeman, seconded by Councilmember Francis, to approve the resolution adopting a revised Snow and Ice Control Policies and Procedures Manual, and give authorization for the Mayor and City Clerk to execute the necessary documents. Roll call as follows: Aye – Councilmembers Francis, Dingman, Freeman, Hally, Radford, Smede. Nay – none. Motion carried.

RESOLUTION NO. 2019-26

A RESOLUTION OF THE CITY OF IDAHO FALLS, IDAHO, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, REVISING A UNIFORM SNOW AND ICE CONTROL POLICIES AND PROCEDURES MANUAL AND PROVIDING THAT THIS RESOLUTION BE EFFECTIVE UPON ITS PASSAGE, APPROVAL, AND PUBLICATION ACCORDING TO LAW.

Municipal Services

Subject: Public Hearing to Adopt a Schedule of Revised or New Fees for 2019/20 Fiscal Year

Municipal Services respectfully requests the Mayor and Council conduct a public hearing to receive public comment prior to consideration of a schedule of revised and/or new fees for services for the 2019/20 fiscal year pursuant to Idaho Code §63-1311A.

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Mayor Casper stated the fee resolution is typically passed along with budget ordinance although fees may need adjusted as programs develop or costs change. She noted the fees established are the maximum fees, there is no requirement to charge that maximum amount.

Mayor Casper opened the public hearing and requested any comment. No one appeared. Mayor Casper closed the public hearing.

Councilmember Radford briefly reviewed new or revised proposed fees.

It was moved by Councilmember Radford, seconded by Councilmember Smede, to approve the resolution adopting a revised fee schedule for the 2019/20 fiscal year, and give authorization for the Mayor to execute the necessary documents. Roll call as follows: Aye – Councilmembers Freeman, Francis, Hally, Radford, Smede, Dingman. Nay – none. Motion carried.

RESOLUTION NO. 2019-27

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.

Community Development Services

Subject: Final Plat and Reasoned Statement of Relevant Criteria and Standards, Alturas Parkway Plaza Subdivision

For consideration is the Final Plat and Reasoned Statement of Relevant Criteria and Standards for Alturas Parkway Plaza Subdivision. The Planning and Zoning Commission considered this plat at its November 12, 2019 meeting and recommended approval with the inclusion of a cross access easement by a unanimous vote.

Councilmember Smede stated this is a clean-up plat. The property was annexed in 1963 and included a single lot. Divisions have occurred outside the subdivision process so the divisions are being corrected. The property includes seven (7) lots and is intended to function as shopping as is the current use. Access will continue in the existing locations and, an amendment was made for a cross-access easement to be included.

It was moved by Councilmember Smede, seconded by Councilmember Dingman, to accept the Final Plat for Alturas Parkway Plaza Subdivision, and give authorization for the Mayor, City Engineer, and City Clerk to sign said Final Plat. Roll call as follows: Aye – Councilmembers Dingman, Radford, Francis, Smede, Hally, Freeman. Nay – none. Motion carried.

It was moved by Councilmember Smede, seconded by Councilmember Dingman, to approve the Reasoned Statement of Relevant Criteria and Standards for the Final Plat for Alturas Parkway Plaza Subdivision, and give authorization for the Mayor to execute the necessary documents. Roll call as follows: Aye – Councilmembers Radford, Freeman, Smede, Francis, Dingman, Hally. Nay – none. Motion carried.

Subject: Final Plat and Reasoned Statement of Relevant Criteria and Standards, Micro Investments Addition

For consideration is the Final Plat and Reasoned Statement of Relevant Criteria and Standards for Micro Investments Addition. The Planning and Zoning Commission considered this plat at its November 12, 2019 meeting and recommended approval by a unanimous vote.

December 19, 2019 - Unapproved

Councilmember Smede stated this area was approved in 2006 although the property was annexed in 1952. There are three (3) buildable commercial lots.

It was moved by Councilmember Smede, seconded by Councilmember Dingman, to accept the Final Plat for Micro Investments Addition, and give authorization for the Mayor, City Engineer, and City Clerk to sign said Final Plat. Roll call as follows: Aye – Councilmembers Hally, Smede, Dingman, Freeman, Francis, Radford. Nay – none. Motion carried.

It was moved by Councilmember Smede, seconded by Councilmember Dingman, to approve the Reasoned Statement of Relevant Criteria and Standards for the Final Plat for Micro Investments Addition, and give authorization for the Mayor to execute the necessary documents. Roll call as follows: Aye – Councilmembers Smede, Hally, Radford, Dingman, Freeman, Francis. Nay – none. Motion carried.

Subject: Public Hearing - Rezone from R2 to R3A, Zoning Ordinance and Reasoned Statements of Relevant Criteria and Standards, M&B: 0.367 Acres SW Corner SW1/4, NW1/4, Section 24, T 2N, R 37E

For consideration is a request to rezone property from R3A to LC, the accompany zoning ordinance, and Reasoned Statement of Relevant Criteria and Standards for M&B: 0.367 Acres SW Corner SW1/4, NW1/4, Section 24, T 2N, R 37E. The Planning and Zoning (P&Z) Commission considered this item at its November 12, 2019 meeting and recommended approval by a vote of 5 to 1. Staff concurs with this recommendation.

Councilmember Smede stated this rezone is a small parcel of land on the corner of Skyline and Pancheri. She stated there are historical pictures dating back to 1954. The land appears to be mostly vacant. The rezone will allow flexibility for the owners.

Mayor Casper opened the public hearing and ordered all items presented be entered into the record.

Community Development Services Director Brad Cramer stated the parcel of land is approximately one-third of an acre. He then presented the following:

Slide 1 – Property under consideration in the current zoning

Director Cramer clarified the reason for the rezone is the owner of this parcel also owns the parcel to the south. He stated this change would bring all the property that the individual owns into the same zone. He also noted, per concern of the P&Z minutes, it is not possible to have 35 units per acre on the site.

Slide 2 – Comprehensive Plan Future Land Use Map

Slide 3 – Airport Overlay Zone

Slide 4 – Aerial photo

Slide 5 – Additional aerial photo

Slide 6 – Photos of the property in its current, vacant state

Seeing no one present for public comment, Mayor Casper closed the public hearing.

Councilmember Smede stated rezoning is taken seriously in the City and is not just upon an individual request. She also stated any zone must remain consistent with the principles of the Comprehensive Plan as required by Idaho Code. There are also potential effects on traffic, the capacity of existing public services, nuisances, health and safety hazards, and, recent changes of land use on adjoining parcels. Councilmember Smede reiterated Director Cramer’s comments. She stated the applicant will be required to make improvements to Skyline and to move the entrance approach away from the main intersection. Councilmember Francis stated he appreciates the consistency of the current zone. He also noted a typo in the memo regarding the zoning. Councilmember Freeman believes the rezone will benefit the property owner for development.

It was moved by Councilmember Smede, seconded by Councilmember Dingman, to approve the Ordinance rezoning M&B: 0.367 Acres SW Corner SW1/4, NW1/4, Section 24, T 2N, R 37E, 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

December 19, 2019 - Unapproved

as follows: Aye – Councilmembers Dingman, Smede, Francis, Freeman, Hally, Radford. Nay – none. Motion carried.

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

ORDINANCE NO. 3295

AN ORDINANCE OF THE CITY OF IDAHO FALLS, IDAHO, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO; PROVIDING FOR THE REZONING OF M&B: 0.367 ACRES SW COR SW 1/4, NW 1/4, SECTION 24, T 2N, R 37E AS DESCRIBED IN SECTION 1 OF THIS ORDINANCE FROM R2 ZONE TO R3A ZONE; AND PROVIDING SEVERABILITY, PUBLICATION BY SUMMARY, AND ESTABLISHING EFFECTIVE DATE.

It was moved by Councilmember Smede, seconded by Councilmember Dingman, to approve the Reasoned Statement of Relevant Criteria and Standards for the rezoning of M&B: 0.367 Acres SW Corner SW1/4, NW1/4, Section 24, T 2N, R 37E, and give authorization for the Mayor to execute the necessary documents. Roll call as follows: Aye – Councilmembers Francis, Dingman, Freeman, Hally, Radford, Smede. Nay – none. Motion carried.

Announcements:

Mayor Casper announced City offices will be closed on December 25 and January 1, therefore, the public may experience reduced staffing. She also wished everyone a safe and warm season.

There being no further business, the meeting adjourned at 8:07 p.m.

CITY CLERK

MAYOR



Idaho Statutes

TITLE 50
MUNICIPAL CORPORATIONS
CHAPTER 7
COUNCIL

50-702. QUALIFICATION OF COUNCILMEN - TERMS - INSTALLATION. Any person shall be eligible to hold the office of councilman of his city who is a qualified elector at the time his declaration of candidacy or declaration of intent is submitted to the city clerk, and remains a qualified elector under the constitution and laws of the state of Idaho. Each councilman elected at a general city election, except as otherwise specifically provided, shall hold office for a term of four (4) years, and until his successor is elected and qualified. Councilmen elected at each general city election shall be installed at the first meeting in January following election. The manner of conducting that meeting shall be as herein set forth and not otherwise: the incumbents shall meet and conduct such business as may be necessary to conclude the fiscal matters of the preceding year; the newly elected shall then subscribe to the oath of office, be presented certificates of election, assume the duties of their position, and conduct such business as may be necessary, one (1) item of which shall be the election of a member as president of the council.

History:

[50-702, added 1967, ch. 429, sec. 133, p. 1249; am. 2002, ch. 75, sec. 17, p. 172.]

How current is this law?

Search the Idaho Statutes and Constitution

CHAPTER 6
COUNCIL

SECTION:

- 1-6-1: Regular Meetings
- 1-6-2: Special Meetings
- 1-6-3: Open Meetings
- 1-6-4: Term of Office
- 1-6-5: Salary of Councilmembers
- 1-6-6: President of the Council
- 1-6-7: Consent Agenda
- 1-6-8: Funds Controlled By Council
- 1-6-9: Election or Appointment by Council Seat
- 1-6-10: Declaration of Candidacy
- 1-6-11: Incumbents; Multiple Declarations Prohibited
- 1-6-12: Elections and Petitions for Nomination
- 1-6-13: Form of Petition
- 1-6-14: Validity of Signatures
- 1-6-15: Run-off Elections City Council Seats

1-6-1: **REGULAR MEETINGS:** Two (2) regular meetings of the City Council shall be held each month, respectively on the second and fourth Thursdays of each month, except the second meeting in November shall be on the Tuesday preceding the fourth Thursday. The regular meeting place shall be the City Council Chambers located in the City Hall Annex building at 680 Park Avenue, Idaho Falls, Idaho. Regular meetings shall commence at 7:30 p.m. The Mayor shall have the power to recess any meeting to a different place or time upon giving lawful notice thereof.

1-6-2: **SPECIAL MEETINGS:** Any four (4) Council members may call a special meeting of the Council provided the object of which shall be submitted to the Council in writing, and the call and object of the meeting and all minutes required to be kept by law shall be entered upon the journal kept by the Clerk.

1-6-3: **OPEN MEETINGS:** All regular and special meetings of the Council shall be open to the public, except the Council may retire into a closed executive session upon a two-thirds roll-call vote recorded in the minutes of the meetings after the presiding officer has identified the statutory authorization for such meeting under the provisions of the Idaho Code. The City Clerk shall record the vote of Council to retire into executive session and the Clerk shall state in the minutes the general purpose for such session. The Clerk or any other person appointed by the Mayor shall keep such minutes as will indicate the general tenor of the meeting, which minutes shall be recorded in the Clerk's journal. No final decision for which an affirmative vote of a majority of the Council is required by law, may be made while the Council is in executive session. For the purposes hereof, the term "meeting" shall mean any convocation of the members of the Council for the purpose of making a decision or deliberating toward a

decision on any matter. Nothing herein shall apply to any convocation of less than a quorum of the members of the Council. (Ord. 2771, 8-14-08; Ord. 3012, 7-9-2015)

1-6-4: OATH; TERM OF OFFICE: The Council members shall take office after ascribing to the oath of office and upon receipt of their certificates of election. Subscription to the oath of office and delivery of the certificates of election shall be done at the first regular Council meeting in January of the year following a general election. Newly elected members shall be sworn into office in the same order as the number of votes cast for each member at the same election, with the member receiving the most votes to be sworn first. Each member shall serve for a term of four (4) years, or until his or her successor is elected and sworn, whichever is longer.

1-6-5: COMPENSATION OF COUNCIL MEMBERS: In addition to compensation for which a City employee is eligible (health coverage, PERSI contribution, cost of living increases, travel reimbursement, and the like) the Council members shall receive a bi-weekly salary of four hundred eighty dollars and seventy-seven cents (\$480.77), provided such salary shall be increased upon the effective date set forth below, as follows:

Effective Date	Amount of Bi-weekly Salary
January 1, 2016	\$480.77
January 1, 2017	\$500.00

(Ord. 2310, 2-25-99; Ord. 3015, 8-13-2015)

1-6-6: PRESIDENT OF THE COUNCIL: At the first regular Council meeting in January of the year following a general election, the Council shall elect one of the Council members as President of the Council. The President of the Council shall preside at all meetings in the absence of the Mayor. During any temporary absence or disability of the Mayor, the President of the Council shall exercise the office of the Mayor until the Mayor shall return or the disability is removed. In case of vacancy in the office of Mayor, the President shall exercise the office of Mayor until such vacancy is filled. In the temporary absence of the Mayor and the President of the Council, the senior member of the Council, as determined from the date and order of swearing in, shall temporarily serve as the President of the Council until the Mayor or President returns.

1-6-7: CONSENT AGENDA: Whenever the Mayor considers an item to be routine and non-controversial, he or she may place the same on the consent agenda for consideration at any regular meeting of the Council, provided, however, any action which may be taken only by ordinance may not be placed on the consent agenda. Items of business on the consent agenda may include, but need not be limited to the following: approval of minutes; approval of citizen appointments; referrals to committees; approval of reports; approval of authorization of communications; approval of resolutions or other items which had been considered by the Council at earlier meetings and setting of public hearings. The consent agenda may be considered by the Council as a single item and may be introduced by a motion to approve the consent agenda. On objection to the inclusion of any item on the consent agenda by any member



MEMORANDUM

FROM: Pam Alexander, Municipal Services Director

DATE: Thursday, January 2, 2020

RE: Quote 20-012, Purchase of Garage Door Replacement for Idaho Falls Power

Item Description

Quotes were received for the purchase of a replacement garage door for Idaho Falls Power.

Purpose

The purchase of the replacement garage door supports the reliable public infrastructure and transportation community oriented result by replacing equipment that has reached its useful life.

Fiscal Impact / Financial Review

Funding to purchase the garage door is included in the 2019/20 Idaho Falls Power operating budget.

Legal Review

The department expenditure is within State Statute §67-2806.

Interdepartmental Review

Idaho Falls Power concurs with the quote award through centralized purchasing.

Recommended Action

It is the recommendation of Municipal Services and Idaho Falls Power to approve the purchase of a replacement garage door from the lowest quote received from Western Wholesale Installed Sales, LLC for a total of \$59,497.20 and give the authorization for the Mayor to execute the necessary documents (or take other action deemed appropriate).



Economic



Governance



Growth



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Sustainability

Transportation



WESTERN WHOLESALE INSTALLED SALES, LLC
"THE GARAGE DOOR STORE"

3838 S. Yellowstone Hwy. • Idaho Falls, ID 83402 • (208) 523-7012 • Fax (208) 523-0128

Quote No: 6436
 Date: 01/02/19
 Page: 1

Quoted to:

CITY OF IDAHO FALLS
 PO BOX 50220
 IDAHO FALLS, ID 83402

Customer No: 393
 Phone No: 208-390-8704 W

Cust P.O.#:

Salesperson: #43

Product Code	Item Description	Qty	Unit Price	Amount
10146242SDOP	10 x 14 6242 Service Door w/OP - SEE QUOTE 276826&276827 - 4 DOORS TO BE RIGHT HAND DRIVE - 4 DOORS TO BE LEFT HAND DRIVE - GH501L5 115/230 V	8	6837.15	54697.20
1014I	10 x 14 Install	8	245.00	1960.00
10TO	10' WIDE TEAROUT	8	180.00	1440.00
MLR	MAN LIFT RENTAL PER DAY	4	175.00	700.00
FLR	FORK LIFT RENTAL - OLD TRUCK BAY	4	175.00	700.00

THIS QUOTATION IS GOOD FOR NINETY DAYS FROM DATE OF QUOTATION.

PLEASE ALLOW THREE TO FOUR WEEKS SHIPPING TIME.

Sub-Total: 59497.20
 Shipping: 0.00
 Tax [0%]: EXEMPT*
 Total: 59497.20

Discount
Doors
No Quote

Russ's Overhead Doors & Awning, Inc.

4308 Haroldsen Drive 1750 North Arthur
Idaho Falls, ID 83401 Pocatello, ID 83204

(208) 522-5026 (208) 234-8533
(208) 522-6629 (208) 236-9737

Quote



SOLD TO: IDAHO FALLS POWER
IDAHO FALLS POWER
981 S. BOULEVARD
IDAHO FALLS, ID. 83405
(208) 612-8204

JOB SITE: IDAHO FALLS POWER
981 S. BOULEVARD
IDAHO FALLS, ID. 83405
(208) 612-8204

QUOTE #	DATE	TERMS	OUR JOB NO.	CUSTOMER PO	SALES PERSON
4152	11/5/2019	50% down/balance completed		OPTION #2-INSULATED	Wright, David

QTY	PART NO	DESCRIPTION	PRICE	EXTENDED
8	DOORS	10 X 14 COOKSON INSULATED ROLLING STEEL DOORS WITH ELECTRIC OPERATION INSTALLED	8,520.00	68,160.00
	QUOTED DAVE TERMS-IN STATE	AS PER QUOTED BY DAVE We require 50% down at time of order and balance at completion. Out of State - is to be paid in full prior to installation. Restocking charge is 50%		

DESCRIPTION

THIS IS INSTALLED FOR OPTION #2 JASON. AGAIN, THANK YOU FOR HAVING RUSS'S QUOTE THIS FOR YOU. IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT ME AT 522-5026. THANKS..DAVE

SUBTOTAL	68,160.00
TAX	0.00
TOTAL	68,160.00
DEPOSIT RECEIVED	
PLEASE PAY THIS AMOUNT	\$68,160.00



MEMORANDUM

FROM: Pam Alexander, Municipal Services Director

DATE: Thursday, January 2, 2020

RE: Quote 20-013, Water Inventory for Public Works

Item Description

Quotes were received for the purchase of water inventory for Public Works.

Purpose

The purchase of water inventory will support the growth and livable community oriented results by replenishing required inventory.

Fiscal Impact / Financial Review

Funding to purchase the inventory is included in the 2019/20 Public Works operating budget.

Legal Review

The department expenditure is within State Statute §67-2806.

Interdepartmental Review

Public Works concurs with the quote award through centralized purchasing.

Recommended Action

It is the recommendation of Municipal Services and Public Works to approve the purchase of water inventory from the lowest quote received from the lowest quotes by line item for a total lump sum amount of \$80,584.13 and give the authorization for the Mayor to execute the necessary documents (or take other action deemed appropriate).

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Transportation

City of Idaho Falls

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

Office of Purchasing Agent
 December 2019

QUOTE IF-20-013 Water Inventory

Vendor	Quantity	1) Core & Main ST. Louis, MO	2.) Ferguson Waterworks Dallas, TX	3.) HD Fowler Seattle, WA
ITEM 2 - Valve, 12" Butterfly				
Price Per Each	5	\$ 1,105.00	\$ 1,199.00	\$ 1,162.11
TOTAL		\$ 5,525.00	\$ 5,995.00	\$ 5,810.55
Delivery Time		3-5 Weeks	11-13 Weeks	3-4 Weeks
ITEM 3 - Valve: 16" Butterfly				
Price Per Each	7	\$ 1,680.00	\$ 2,151.00	\$ 1,767.37
TOTAL		\$ 11,760.00	\$ 15,057.00	\$ 12,371.59
Delivery Time		3-5 Weeks	11-13 Weeks	3-4 Weeks
ITEM 4 - Valve: 24" Butterfly				
Price Per Each	1	\$ 3,800.00	\$ 2,997.00	\$ 3,994.74
TOTAL		\$ 3,800.00	\$ 2,997.00	\$ 3,994.74
Delivery Time		3-5 Weeks	11-13 Weeks	3-4 Weeks
ITEM 5 - Tee: 24" MJ				
Price Per Each	1	\$ 1,029.56	\$ 1,051.00	\$ 1,161.63
TOTAL		\$ 1,029.56	\$ 1,051.00	\$ 1,161.63
Delivery Time		1-3 Weeks	2-3 Weeks	3-4 Weeks
ITEM 6 - Elbow: 16" DI MJ				
Price Per Each	8	\$ 265.47	\$ 271.00	\$ 299.53
TOTAL		\$ 2,123.76	\$ 2,168.00	\$ 2,396.24
Delivery Time		1-3 Weeks	2-3 Weeks	3-4 Weeks
ITEM 7 - Sleeve: 16" MJ Solid				
Price Per Each	15	\$ 239.03	\$ 244.00	\$ 269.68
TOTAL		\$ 3,585.45	\$ 3,660.00	\$ 4,045.20
Delivery Time		1-3 Weeks	2-3 Weeks	3-4 Weeks

[Type here]

ITEM 8 -Reducer: 24" x 16"

Price Per Each
TOTAL
Delivery Time

1
\$ 463.68
1-3 Weeks

\$ 536.00
\$ 536.00
12-13 Weeks

\$ 523.16
\$ 523.16
3-4 Weeks

ITEM 9 - Sleeve: 24" MJ Solid

Price Per Each
TOTAL
Delivery Time

2
\$ 485.56
1-3 Weeks

\$ 495.00
\$ 990.00
2-3 Weeks

\$ 547.84
\$ 1,095.68
3-4 Weeks

ITEM 10 - Bolt Pack 16"

Price Per Each
TOTAL
Delivery Time

30
\$ 25.79
1-3 Weeks

\$ 35.00
\$ 1,050.00
2-3 Weeks

\$ 44.11
\$ 1,323.30
3-4 Weeks

ITEM 11 Joint Restrainer: 16"

Price Per Each
TOTAL
Delivery Time

60
\$ 131.73
1-3 Weeks

\$ 132.00
\$ 7,920.00
2-3 Weeks

\$ 142.01
\$ 8,520.60
3-4 Weeks

ITEM 12 - 24" Steel Casing

Price Per Feet
TOTAL
Delivery Time

80
\$ 68.23
1-4 Weeks

\$ 72.00
\$ 5,760.00
3-4 Weeks

\$ 70.78
\$ 5,662.40
3-4 Weeks

ITEM 13 -Sleeve Spacers, 12" x 24"

Price Per Each
TOTAL
Delivery Time

12
\$ 51.77
1-3 Weeks

\$ 60.00
\$ 720.00
1-2 Weeks

\$ 94.10
\$ 1,129.20
3-4 Weeks

ITEM 14 -Rubber Inseal Boot 24" x 12"

Price Per Each
TOTAL
Delivery Time

2
\$ 96.95
1-3 Weeks

\$ 110.00
\$ 220.00
1-2 Weeks

\$ 69.26
\$ 138.52
3-4 Weeks

ITEM 15 24" x 16" MJ Cross

Price Per Each
TOTAL
Delivery Time

1
\$ 1,282.94
1-3 Weeks

\$ 1,309.00
\$ 1,309.00
12-16 Weeks

\$ 1,447.53
\$ 1,447.53
3-4 Weeks

ITEM 16 - 14" MJ Cap x 2"

Price Per Each
TOTAL
Delivery Time

5
\$ 119.84
1-3 Weeks

\$ 122.00
\$ 610.00
2-3 Weeks

\$ 135.21
\$ 676.05
3-4 Weeks

ITEM 17 - 16" MJ Cap x 2"

Price Per Each
TOTAL
Delivery Time

5
\$ 153.15
1-3 Weeks

\$ 157.00
\$ 785.00
2-3 Weeks

\$ 172.79
\$ 863.95
3-4 Weeks

[Type here]

ITEM 18 - 14" x 12" MJ Reducer				
Price Per Each				
TOTAL	\$ 135.52	\$ 168.00	\$ 152.89	
Delivery Time	1-3 Weeks	12-14 Weeks	3-4 Weeks	
ITEM 19 - 24" x 12" MJ Reducer				
Price Per Each				
TOTAL	\$ 490.78	\$ 501.00	\$ 553.74	
Delivery Time	1-3 Weeks	12-14 Weeks	3-4 Weeks	
ITEM 20 - 14" Joint Restrainers				
Price Per Each				
TOTAL	\$ 97.65	\$ 99.00	\$ 105.26	
Delivery Time	1-3 Weeks	2-3 Weeks	3-4 Weeks	
ITEM 21 - 28" Steel Casing				
Price Per Feet				
TOTAL	\$ 136.40	\$ 143.00	\$ 104.37	
Delivery Time	\$ 10,912.00 1-4 Weeks	\$ 11,440.00 3-4 Weeks	\$ 8,349.60 3-4 Weeks	
ITEM 22 - 16" x 28" Casing Spacers				
Price Per Each				
TOTAL	\$ 98.48	\$ 105.00	\$ 115.91	
Delivery Time	\$ 1,181.76 1-3 Weeks	\$ 1,260.00 1-2 Weeks	\$ 1,390.92 3-4 Weeks	
ITEM 23 - 16" x 24" Insul Rubber Boot				
Price Per Each				
TOTAL	\$ 110.12	\$ 118.00	\$ 84.55	
Delivery Time	\$ 220.24 1-3 Weeks	\$ 236.00 1-2 Weeks	\$ 169.10 3-4 Weeks	
ITEM 24 - 24" DI Flange Spool X Plain				
Price Per Each				
TOTAL	\$ 3,801.30	\$ 4,250.00	\$ 4,848.25	
Delivery Time	1-2 Weeks	\$ 4,250.00 3-4 Weeks	\$ 4,848.25 3-4 Weeks	
ITEM 25 - Coupling 1 1/2"				
Price Per Each				
TOTAL	\$ 76.84	\$ 80.00	\$ 80.19	
Delivery Time	1-3 Weeks	\$ 3,200.00 3-4 Weeks	\$ 3,207.60 3-4 Weeks	
ITEM 26 - Coupling 2"				
Price Per Each				
TOTAL	\$ 109.84	\$ 115.00	\$ 114.66	
Delivery Time	1-3 Weeks	\$ 4,600.00 3-4 Weeks	\$ 4,586.40 3-4 Weeks	



MEMORANDUM

FROM: Pam Alexander, Municipal Services Director

DATE: Thursday, January 2, 2020

RE: Quote 20-014, Purchase of Conductor Inventory for Idaho Falls Power

Item Description

On December 9, 2019 quotes were received for the purchase of conductor inventory for Idaho Falls Power.

Purpose

The purchase of power inventory will support the growth and livable community oriented results by replenishing required inventory for the Idaho Falls Power warehouse.

Fiscal Impact / Financial Review

Funding to purchase the inventory is included in the 2019/20 Idaho Falls Power operating budget.

Legal Review

The department expenditure is within State Statute §67-2806.

Interdepartmental Review

Idaho Falls Power concurs with the quote award through centralized purchasing.

Recommended Action

It is the recommendation of Municipal Services and Idaho Falls Power to approve the purchase of conductor inventory from the lowest quote received from Codale Electric Supply, Inc. for a total of \$71,517.60 and give the authorization for the Mayor to execute the necessary documents (or take other action deemed appropriate).



Economic



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City of Idaho Falls -- Purchasing Department

***** REQUEST FOR QUOTATION *****

REQUEST NO.: 73848 S6925463

VENDOR: CODALE ELECTRIC SUPPLY INC.

QUOTED BY: JOHN GRACE johngr@codale.com 801-724-3003

DATE: 12-9-19

FREIGHT: F.O.B. IDAHO FALLS, ID

There may be additional instructions after last line item of this quotation.

Item No.	Quantity Requested/UOM	Quoted Unit Of Measure	Delivery Time	Quoted Unit Cost	Extended Cost
1	3,010.00	FT	** 4-6 WK **	\$23.76/FT	\$71,517.60

OUR SKU: 910-152-63110
 DESCRIPTION: CABLE: 1100 MCM PRIMARY 3 CONDUCTORS
 ALUMINUM 15 KV, URD EPR 1/6 NEUTRAL
 220 MIL, 133% INSULATION
 CABLE IS ACTUALLY 1000 COMPACT
 OKONITE #160-23-9590 OR APPROVED EQUAL
 IFF #910 152 63110

 TO COME IN THE FOLLOWING REEL LENGTHS
 890', 840', 820', 460'

** 3 CONDUCTOR PRICE \$23.76/FT. PRICE ON CODALE BID \$7.92/FT LINEAR FOOTAGE **
 LEAD TIME BASED ON OPEN PRODUCTION SPACE JANUARY 4TH, 2020. DEPENDING
 ON SPACE AT TIME OF ORDER, COULD PUSH INTO FEBRUARY. 1-2 WKS AFTER
 PRODUCTION DATE FOR PARALLELING PROCESS/DELIVERY



** Quotation **

Send P/O To:
Codale Electric Supply, Inc.
5225 WEST 2400 SOUTH
SALT LAKE CITY, UT 84120-1264
Phone # : 801-975-7300

Bid #: S6925463
Page #: 1

Bid To:
CITY OF IDAHO FALLS
PO BOX 50220
ACCOUNTS PAYABLE
IDAHO FALLS, ID 83405
Phone # : (208)529-1224

Ship To:
CITY OF IDAHO FALLS/ POWER WAREHOUS
140 S CAPITAL
IDAHO FALLS POWER WAREHOUSE
IDAHO FALLS, ID 83402
JOB: RFQ 73848

Bid-Date-Expr-Date-Writer-Salesman-Ship Via
12/09/19 01/08/20 John Grace Joe Arnold MF MOTOR FRGHT

Table with 4 columns: Qty, Description, Net Prc, Ext Prc. Row 1: 9030 OKONITE 160-23-9590 1100MCM ALUMINUM 15KV URD EPR 1/6 NEUTRAL 220MIL 133% INSULATION... 7920.000M 71517.60

*** Continued on Next Page ***

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All Sales subject to Codale's Terms and Conditions (T&C's) available at www.codale.com/terms. Price listed on this quotation are subject to change without notice beyond expiration date. Sales Tax is not included in any Bid. Payment terms are subject to approved credit. Prices are exclusive of applicable taxes unless noted.



**** Quotation ****

Send P/O To:
 Codale Electric Supply, Inc.
 5225 WEST 2400 SOUTH
 SALT LAKE CITY, UT 84120-1264
 Phone # : 801-975-7300

Bid #: S6925463
 Page #: 2

Bid To:
 CITY OF IDAHO FALLS
 PO BOX 50220
 ACCOUNTS PAYABLE
 IDAHO FALLS, ID 83405
 Phone # : (208)529-1224

Ship To:
 CITY OF IDAHO FALLS/ POWER WAREHOUS
 140 S CAPITAL
 IDAHO FALLS POWER WAREHOUSE
 IDAHO FALLS, ID 83402
 JOB: RFQ 73848

~~Bid-Date-Expr-Date-Writer~~ ~~Salesman~~ ~~Ship Via~~
 12/09/19 01/08/20 John Grace Joe Arnold MF MOTOR FRGHT

Qty	Description	Net Prc	Ext Prc
	QUOTED LEAD TIMES SUBJECT TO AVAILABILITY AND SCHEDULED PRODUCTION DATES ON 12-9-19 ***** Pn: 3416374		
4	OKONITE PARALLEL CHARGE N/S Item: Mfg Return Policy Applies Pn: 4167165	0.000EA	0.00
	Bid Total		71517.60
	Bid Amount		71517.60

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MEMORANDUM

FROM: Pam Alexander, Municipal Services Director
DATE: Thursday, January 2, 2020
RE: Bid IF-20-06, Overhead Fiber Project for Idaho Falls Power

Item Description

On December 30, 2019 bids were received for the Overhead Fiber Project for Idaho Falls Power.

Purpose

This project will support the growth and livable community oriented results by providing overhead fiber installation.

Fiscal Impact / Financial Review

Funding for this project is included in the 2019/20 Idaho Falls Power operating budget.

Legal Review

The department expenditure is within State Statute §67-2806.

Interdepartmental Review

Idaho Falls Power concurs with the quote award through centralized purchasing.

Recommended Action

It is the recommendation of Municipal Services and Idaho Falls Power to approve the lowest bid to B. Jackson Construction, Inc. for a minimum bid of \$588,720.85 and include a not to exceed amount of \$1,000,000 for project cost capacity and give the authorization for the Mayor to execute the necessary documents (or take other action deemed appropriate).

- | | | | |
|--|--|---|--|
| 
<input type="checkbox"/> Economic | 
<input type="checkbox"/> Governance | 
<input checked="" type="checkbox"/> Growth | 
<input type="checkbox"/> Learning |
| 
<input checked="" type="checkbox"/> Livable | 
<input type="checkbox"/> Safety | 
<input type="checkbox"/> Sustainability | 
<input type="checkbox"/> Transportation |

City of Idaho Falls

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

BID IF-20-06
 2020 IFF Overhead Fiber Project

Office of Purchasing Agent

Opening Date: December 30, 2019

Company	From	License #	Bid Bond Included (Y/N)	Addendum 1 included (Y/N)	Quantity	UOM	Creek Enterprise, Inc Tecumseh, MI Not Licensed	B. Jackson Construction, Inc. West Jordan, UT 004875-UNLIMITED-1-4
			N	N				Y
			N	N				Y
BM2 (5/8)(8) 8' GROUND ROD					20	EA	\$59.76	\$74.69
Total							\$1,195.20	\$1,493.80
BM2A BOND STRAND TO PWR GROUND ON POLE					300	EA	\$25.27	\$57.57
Total							\$7,581.00	\$17,271.00
CD (UV AERIAL CONDUIT ASSEMBLY UNIT 1.25" to 1.5"					10,000	FT	\$11.00	\$2.83
Total							\$110,000.00	\$28,300.00
CO12E LASH 12CT FIBER					100	FT	\$2.42	\$1.73
Total							\$242.00	\$173.00
CO24E LASH 24CT FIBER					100	FT	\$2.48	\$1.73

Total				\$248.00	\$173.00
CO36E LASH 36CT FIBER	100	FT	\$2.54		\$1.73
Total			\$254.00		\$173.00
CO48E LASH 48CT FIBER	100	FT	\$2.66		\$1.73
Total			\$266.00		\$173.00
CO72E LASH 72CT FIBER	125,000	FT	\$2.80		\$1.80
Total			\$350,000.00		\$225,000.00
CO96E LASH 96CT FIBER	100	FT	\$2.96		\$1.97
Total			\$296.00		\$197.00
CO144E LASH 144CT FIBER	100	FT	\$3.43		\$2.06
Total			\$343.00		\$206.00
CO288E LASH 288CT FIBER	5,000	FT	\$4.18		\$2.16
Total			\$20,900.00		\$10,800.00
CO432E LASH 432CT FIBER	5,000	FT	\$5.25		\$2.39
Total			\$26,250.00		\$11,950.00
CS(10M) 5/16 STRAND	1	FT	\$3.27		\$2.12

Total				\$3.27		\$2.12
CS(6M) 1/4 STRAND	90,000	FT	\$2.81			\$1.69
Total			\$252,900.00			\$152,100.00
FIBER SPLICER HOURLY	1	HR	\$195.00			\$129.63
Total			\$195.00			\$129.63
PE1-3I DOWN GUY 10M WITH INSULATOR	100	EA	\$148.83			\$179.08
Total			\$14,883.00			\$17,908.00
PE2-2 OVERHEAD GUY 6M	1,000	FT	\$232.53			\$1.74
Total			\$232,530.00			\$1,740.00
PE2-3G OVERHEAD GUY 10M	100	FT	\$239.38			\$2.00
Total			\$23,938.00			\$200.00
PF3-5A SCREW ANCHOR TWIN EYE DIRT	100	EA	\$184.93			\$466.65
Total			\$18,493.00			\$46,665.00
PF5-3A ROCK ANCHOR TWIN EYE	1	EA	\$224.19			\$884.20
Total			\$224.19			\$884.20
PM100 (10") CORE DRILL SIDEWALK FOR ANCHOR PLACEMENT	0	EA	\$0.00			\$661.68

Total				\$0.00		\$0.00
PM11 GUY GUARD	150	EA	\$18.61		\$48.14	
Total			\$2,791.50		\$7,221.00	
PM4 CABLE EXTENSION ARM (SHORT)	75	EA	\$175.25		\$266.60	
Total			\$13,143.75		\$19,995.00	
PM4A CABLE EXTENSION ARM (LONG)	25	EA	\$285.21		\$273.94	
Total			\$7,130.25		\$6,848.50	
R1-5 TREE TRIMMING - SPACE REQUIRED TO GET STRAND AND LASHER THROUGH	200	FT	\$4.30		\$14.05	
Total			\$860.00		\$2,810.00	
T&E 3 MAN LINE CREW	40	HR	\$350.00		\$383.56	
Total			\$14,000.00		\$15,342.40	
T&E 4 MAN CREW	40	HR	\$425.00		\$524.13	
Total			\$17,000.00		\$20,965.20	
LUMP SUM TOTAL			\$1,115,667.16		\$588,720.85	
Subcontractors Listed:						
			OptiLink Broadcom, Inc.			
			Telecommunication			
			PWRW19-023			



MEMORANDUM

FROM: Pam Alexander, Municipal Services Director

DATE: Thursday, January 2, 2020

RE: Bid IF-20-I, Purchase of Six Replacement Vehicles and One Addition to the Fleet

Item Description

The Municipal Services Department is recommending to piggyback the State of Idaho contract #ITB18000254 with Smith Chevrolet of Idaho Falls to purchase seven vehicles for Idaho Falls Power, Public Works, Parks and Recreation and Municipal Services.

Purpose

Six vehicles have reached their useful life and are scheduled for replacement this fiscal year. One vehicle is an addition to the fleet for Idaho Falls Power, Fiber. The purchase of these vehicles supports the reliable public infrastructure and transportation community oriented result by replacing equipment that has reached its useful life. The replacement vehicles will be transitioned into surplus as per resolution #2015-01.

Fiscal Impact / Financial Review

Funding to purchase the vehicles is included in the 2019/20 Municipal Equipment Replacement Fund. The addition to fleet for Idaho Falls Power, Fiber is included in the 2019/20 department budget.

Legal Review

The department expenditure is within State Statute §67-2806.

Interdepartmental Review

Reviews have been conducted with all necessary city departments to ensure coordination and agreement of the vehicles.

Recommended Action

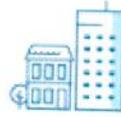
Municipal Services recommends approval of the purchase of the vehicles from Smith Chevrolet for a total of \$231,152.73 and give the authorization for the Mayor to execute the necessary documents (or take other action deemed appropriate).



Economic



Governance



Growth



Learning



Livable



Safety



Sustainability



Transportation



MEMORANDUM

FROM: Pam Alexander, Municipal Services Director

DATE: Thursday, January 2, 2020

RE: Sole Source Purchase - Replacement Pump Purchase for Public Works

Item Description

It is the recommendation of Municipal Services and Public Works to authorize the City's notice for a sole sourced procurement at least fourteen (14) calendar days prior to the award of the contract pursuant to Idaho Code § 67-2808. The authorization will notice the sole source purchase of a replacement pump for the City's lift station located at Anheuser Busch.

Purpose

This purchase will install a second replacement pump for the City owned lift station. One replacement pump was approved on August 22, 2019. The replacement pump is required from the manufacturer to assure proper installation is obtained, as flanges of other manufacturers will not align with the existing hardware. The manufacturer has honored the price from August 2019. The purchase of the replacement pump supports the reliable public infrastructure and transportation community oriented result.

Fiscal Impact / Financial Review

Funds to purchase the second replacement pump are within the 2019/20 Public Works waste water division, repair and maintenance operating budget.

Legal Review

The justification for the sole source purchase has been reviewed and confirmed to be within Idaho Code § 67-2808.

Interdepartmental Review

Public Works concurs with the recommendation for sole source procurement through centralized purchasing.

Recommended Action

It is the recommendation of Municipal Services and the Idaho Falls Public Works Department to purchase one (1) Flygt NP 3356, replacement pump, through Xylem Water Solutions, USA of Boise, Idaho, in the amount of \$60,713.00 (or take other action deemed appropriate).



Economic



Governance



Growth



Learning



Livable



Safety



Sustainability



Transportation