

April 23, 2020

The City Council of the City of Idaho Falls met in Regular Council Meeting, Thursday, April 23, 2020, 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 Michelle Ziel-Dingman (by WebEx)
Councilmember John Radford (by WebEx)
Councilmember Thomas Hally (by WebEx)
Councilmember Jim Freeman (by WebEx)
Councilmember Jim Francis (by WebEx)
Councilmember Shelly Smede (by WebEx)

Also present:

All available Department Directors
Lisa Farris, Grants Administrator
Randy Fife, City Attorney (by WebEx)
Kathy Hampton, City Clerk

Pledge of Allegiance:

Mayor Casper requested Councilmember Michelle Ziel-Dingman to lead those present in the Pledge of Allegiance.

Public Comment:

Public Comment has been temporarily suspended due to coronavirus (COVID-19) concerns.

Coronavirus (COVID-19) Update:

Mayor Casper stated an order from Governor Brad Little was recently released. The website rebound.idaho.gov will provide resource information per this order. Mayor Casper stated there is a possibility of businesses opening outside of the order. The Governor addressed this issue stating those who do open are not only a risk to their patrons but they are also putting the community risk in jeopardy. Governor Little believes this behavior is unfair to competitors. The Idaho approach is not to arrest but is to educate. The opening is staged as a test in two-week sections due to the incubation period. Mayor Casper stated the City will engage in a campaign to promote compliance as the best way to get the economy back on track. She noted Idaho has 1386 confirmed cases and no deaths in the previous seven (7) days.

Consent Agenda:

Public Works requested approval of Bid Award – Seal Coats – 2020.

Municipal Services requested approval of Bid IF-20-16, Fiber Optic Cable Installation for Idaho Falls Power; Quote 20-025, Construction of Fiber Huts for Idaho Falls Power; minutes from the April 3, 2020 Council Budget Workshop, April 6, 2020 Council Work Session and Executive Session, April 9, 2020 Council Meeting, and, April 16, 2020 Special Council Work Session; and, license applications, all carrying the required approvals.

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

Regular Agenda:

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Public Works

Subject: Agreement for Professional Architectural Services with Architects Design Group, Incorporated for the Police Complex

For consideration is an agreement for professional architectural services to develop an initial total project cost estimate for the proposed Police Complex. The agreement includes required scoping activities.

Councilmember Freeman stated this project originated with the Police Department but due to construction and design expertise, Public Works agreed to take the lead on this aspect of the project. The \$86,060 will be allocated from the Idaho Falls Police Department (IFPD) budget.

It was moved by Councilmember Freeman, seconded by Councilmember Radford, to approve the Professional Architectural Services agreement with Architects Design Group, Incorporated and give authorization for the Mayor and City Clerk to execute the necessary documents. Roll call as follows: Aye – Councilmembers Dingman, Smede, Francis, Freeman, Hally, Radford. Nay – none. Motion carried.

Community Development Services

Subject: Resolution Approving Community Development Block Grant (CDBG) Program Year (PY)2020 Allocations

For consideration is a resolution approving CDBG PY2020 allocations. The exhibit attached with the resolution reflects funding allocations from the April 20, 2020, Work Session and meets the Department of Housing and Urban Development (HUD) funding requirements.

Councilmember Radford stated this item was discussed at the April 20, 2020 Council Work Session.

It was moved by Councilmember Radford, seconded by Councilmember Francis, to approve the Resolution allocating CDBG PY2020 funds 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. 2020-09

A RESOLUTION OF THE CITY OF IDAHO FALLS, IDAHO, PROGRAM YEAR 2020 CDBG ANNUAL ACTION PLAN.

Subject: Public Hearing for the CDBG PY2019 Comprehensive Annual Performance and Evaluation Report (CAPER)

Following the public hearing, a 15-day public comment period will begin. Following the public comment period, a resolution approving the report will be presented to the Council on May 14, 2020. The CAPER is an important document required by HUD in order for the City to continue to receive CDBG funding. It is a report on how funds were spent during the previous year.

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

Ms. Farris appeared. She stated this is the 16th annual report to HUD. She also stated the 2019 plan year ran from April 1, 2019 through March 31, 2020. She then presented the following:

Slide 1 – CDBG Basics, Criteria for Projects/Activities

- Must meet one (1) of three (3) National Objectives (HUD)

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- Must be a HUD Eligible Activity
- Additional Criteria

Slide 2 – Project/Activity must fit into one (1) of four (4) priorities defined by HUD

- Community Development Priority
- Economic Development Priority
- Housing Development Priority
- Public Service Priority

Slide 3 – Completed Projects/Activities. Ms. Farris stated \$155,354 was spent with the FY2019 funds which assisted eight (8) clients including:

- Behavioral Health Center Eastern Idaho – \$18,000, assisted over 800 clients with case management, mental health assessments, services for homelessness due to a mental health crisis, or, alcohol or substance abuse
- EICAP – \$9000, one (1) single unit Americans with Disabilities Act (ADA) rehab
- Idaho Legal Aid – \$10,000, assisted 24 households with legal aid for victims of domestic violence
- Idaho Falls Senior Citizen Community Center – \$38,400, roof replacement project completed
- Administration – \$79,954, one (1) full-time staff administered CDBG Program: 2019 Annual Action Plan, CAPER 2019, Financial/Performance Reporting, and, management of all projects and activities
- 2019 Fair Housing Training – \$588.95, April 24, 2019 - 88 registered attendees

Slide 4 – Pending/in Process Projects/Activities. Ms. Farris stated some programs were delayed due to COVID-19 including Public Works project and the facade with Pie Hole Pizza and SPRUCE.

- Public Works – \$97,420, project started April 6, 2020 with curb, gutter, sidewalk in Highland park
- Façade Improvement – \$40,000, Pie Hole Pizza and SPRUCE
- YMCA Chairlift Vestibule Project – \$72,000, delayed for professional design
- Habitat 4 Humanity Idaho Falls (H4HIF) – delayed due to a robust construction season causing a shortage of contractors available to participate and provide bids
- CLUB, Inc. – \$1330.11, balance 95% spent

Slide 5 – PY2018 Program Year funds spent in 2019, \$215,419.21

- Public Works – \$118,802.35, 19 Low to Moderate Income (LMI) properties benefitted with sidewalk/curb/gutter project in Census Tract (CT) 9712
- Façade Project – \$25,000, one (1) façade project – Downtown Event Center (DEC) 480 Park Avenue
- Housing Rehab – \$30,337.42, Elmore/Science Center – foundation prep to receive/install donated single-unit LMI home for homeownership opportunity for LMI family
- Targhee Regional Public Transportation Authority (TRPTA) Redirected – \$35,000, redirected funds to H4HIF to support project site at Elmore/Science Center
- Community Food Basket of Idaho – \$6279.44, portable loading dock purchased with left over funds from 2018 heating project for Domestic Violence Center

Slide 6 – 2017 PY funds spent in 2019, \$3646.55

- CLUB, Inc. – \$1286.55, assisted 46 homeless individuals with case management services, referrals, and resources
- Façade Improvement – \$2360.00, sign project at Lynn’s and completion of façade project at MCS Advertising

Slide 7 – Ms. Farris reviewed a map of completed projects with 2017, 2018, and 2019 funding. She stated 25 projects were completed, 19 are in the Highland Park subdivision, and, the remaining projects are in CT 9712.

Slide 8 – Current balances as of April 20, 2020

Year	Award	Balance	% remaining	
PY2004	\$ 491,000	\$0	0%	2004
PY2005	\$ 465,543	\$0	0%	2005
PY2006	\$ 418,940	\$0	0%	2006
PY2007	\$ 417,257	\$0	0%	2007
PY2008	\$ 402,199	\$0	0%	2008
PY2009	\$ 407,064	\$0	0%	2009
CDBG-R	\$ 109,234	\$0	0%	N/A

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PY2010	\$ 441,751	\$0	0%	2010
PY2011	\$ 369,546	\$0	0%	2011
PY2012	\$ 314,082	\$0	0%	2012
PY2013	\$ 361,453	\$0	0%	2013
PY2014	\$ 342,373	\$0	0%	2014
PY2015	\$ 342,928	\$2.00	~0%	2015
PY2016	\$ 342,935	\$0	0%	2016
PY2017	\$ 336,511	\$15,415.57	~4.58%	2017
PY2018	\$ 391,880	\$79,312.23	~20.23%	2018
PY2019	\$ 399,774	\$240,750.11	~60.22%	2019
(16 years)	\$6,245,236	\$335,479.91	~5.37% for total award/years	

Ms. Farris stated to date, \$6,245,236 in CDBG funds has been received not counting the 2020 allocation. She also stated the remaining balance from 2017, 2018, and 2019 is \$335,479.91 and all those projects are in different processes. She noted the projects meet HUD criteria.

Ms. Farris presented before and after photos of several projects including:

- IF Senior Citizen Community Center - \$38,400, roof replacement project
- Single Unit - ADA rehab at 575 I Street – \$9000, Eastern Idaho Community Action Partners
- Homeless Stand Down - November 2, 2019 – Skyline Activity Center - over 200 participants
- Community Development Priority - Kearney Street improvements, 2018 public infrastructure project
- Economic Development - assisting downtown businesses \$25,000, DEC, 490 Park Avenue, façade improvement project
- Housing Priority - 2018 single-unit housing acquisition/rehab, \$30,337.42, Elmore/Science Center, Habitat for Humanity Idaho Falls Area
- 2017 Signage Project - Lyn's, 339 A Street, \$2360.00
- 2017 Façade Project - MCS Advertising, 413 B Street, \$1286.55, final touches to façade project

Ms. Farris stated public comment will begin on April 24 until May 8; a resolution will be presented to Council on May 14, and, the 2019 CAPER must be submitted to HUD no later than June 18.

To the response of Councilmember Francis, Ms. Farris stated the funds are carryover but are obligated.

Mayor Casper closed the public hearing. There was no recommended action at this time.

Subject: Final Plat, Development Agreement, and Reasoned Statement of Relevant Criteria and Standards, Brookside Division No. 7

For consideration is the Final Plat, Development Agreement, and Reasoned Statement of Relevant Criteria and Standards for Brookside Division No. 7. The Planning and Zoning Commission considered this item at its March 3, 2020, meeting and recommended approval by unanimous vote with the condition that a multi-use pathway easement be added to the east side of the plat, adjacent to the Sandcreek Canal. A 20-foot-wide pathway and utility easement has been added to the plat as requested by the Commission. Staff concurs with the recommendation and recommends approval of the plat.

Councilmember Radford expressed his appreciation to the Commission and the developer for keeping the community pathways.

It was moved by Councilmember Radford, seconded by Councilmember Francis, to approve the Development Agreement for Brookside Subdivision, Division No. 7, and give authorization for the Mayor and City Clerk to execute the necessary documents. Roll call as follows: Aye – Councilmembers Hally, Francis, Radford, Dingman, Smede, Freman. Nay – none. Motion carried.

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It was moved by Councilmember Radford, seconded by Councilmember Francis, to accept the Final Plat for Brookside Subdivision, Division No. 7, and give authorization for the Mayor, City Engineer, and City Clerk to sign said Final Plat. Roll call as follows: Aye – Councilmembers Freeman, Radford, Smede, Francis, Dingman, Hally. Nay – none. Motion carried.

It was moved by Councilmember Radford, seconded by Councilmember Francis, to approve the Reasoned Statement of Relevant Criteria and Standards for the Final Plat for Brookside Subdivision, Division No. 7 Subdivision, and give authorization for the Mayor to execute the necessary documents. Roll call as follows: Aye – Councilmembers Hally, Radford, Francis, Dingman, Smede, Freeman. Nay – none. Motion carried.

Subject: Public Hearing – Planned Unit Development and Reasoned Statement of Relevant Criteria and Standards, SRL Townhomes

For consideration is the application for a Planned Unit Development (PUD) and Reasoned Statement of Relevant Criteria and Standards for SRL Townhomes. The Council already considered and approved this development in October, 2019, but the applicant has made changes which the ordinance considers significant to require a new review and approval. The proposed changes include eliminating a building in the northwest corner and replacing it with a larger building located in the center of the development, as well as increasing open space and rearranging the parking in a different area than previously shown. Further detail is included in the staff report. The Planning and Zoning Commission considered the revised application at its March 3, 2020, meeting and recommended approval by unanimous vote. Staff concurs with this recommendation.

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

Community Development Services Director Brad Cramer stated this PUD was presented and approved in October 2019 although the proposed adjustments, per City Code, required a public hearing. He then presented the following:

Slide 1 – Property under consideration in current zoning

Slide 2 – Aerial photo of the site

Slide 3 – Additional aerial photo of the site

Slide 4 – 2019 Site Plan (approved in October 2019)

Director Cramer stated the threeplex has been removed and changed to a fiveplex in the center. The original threeplex is now common, open space. Director Cramer also stated the number of units increased from fifty three (53) to fifty five (55), the building location changed, and, there are some parking changes. He noted there is no overall changes to the design of the project.

Slide 5 – 2020 Site Plan (currently vacant)

Mayor Casper noted no testimony was received. She closed the public hearing,

It was moved by Councilmember Radford, seconded by Councilmember Freeman, to approve the Planned Unit Development for SRL Townhomes. Roll call as follows: Aye – Councilmembers Francis, Dingman, Freeman, Hally, Radford, Smede. Nay – none. Motion carried.

It was moved by Councilmember Radford, seconded by Councilmember Francis, to approve the Reasoned Statement of Relevant Criteria and Standards for the Planned Unit Development for SRL Townhomes, 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.

Announcements:

Councilmember Francis announced the Library is doing curbside service on a limited basis. Mayor Casper announced Arbor Day on April 24 (tree-planting will be performed by staff only) and the 50th anniversary of Earth Day. She encouraged the public to wear masks and practice social distancing.

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Adjournment:

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

s/ Kathy Hampton
CITY CLERK

s/ Rebecca L. Noah Casper
MAYOR