

**MAY 26, 2016**

The City Council of the City of Idaho Falls met in Regular Council Meeting, Thursday, May 26, 2016, in the Council Chambers in the City Annex Building located at 680 Park Avenue in Idaho Falls, Idaho at 7:30 p.m.

There were present:

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

Also present:

- Randy Fife, City Attorney
- Hollie Pettingill, Deputy City Clerk
- All available Department Directors

Mayor Casper invited River Reed, a preschooler from St. Anthony and son of Officer Blaine Reed, accompanied by Kaytlyn Dummer, to come forward and lead those present in the Pledge of Allegiance.

Mayor Casper requested any public comment not related to items on the agenda. No one appeared.

**Presentation:**

Mayor Casper invited Police Chief, Mark McBride, for presentation of Life Saving Award. Chief McBride introduced Officer Blaine Reed and stated although Officer Reed has only been with the department for a few months, he is a hard worker with a great attitude. On March 28, 2016, Officer Reed responded to a heroin overdose call on the 2100 block of E 1st Street. When Officer Reed arrived he found a 25-year old male lying on the floor unconscious, unresponsive and cyanotic. Officer Reed quickly started CPR and after approximately 30 seconds, Officer Ockerman, who also responded, was able to detect a pulse. Treatment was turned over to paramedics who transported the patient to the hospital. The patient is now in a drug treatment program. In addition, Officer Reed was able to locate the associates and make appropriate arrests. Officer Reed's immediate actions saved the patient's life; also his follow up actions have contributed to helping the patient make changes that could save his life. Officer Reed's selfless actions and professionalism brings great credit to himself and the Idaho Falls Police Department and is in keeping with the highest traditions of Law Enforcement. A standing ovation followed. Officer Reed expressed his appreciation for the award recognition as well as the opportunity to work for the Idaho Falls Police Department and his fellow officers.

**Consent Agenda Items:**

The Mayor's Office requested Appointments/Reappointments to City Boards, Committees and Commissions as follows:

| <i>Name</i>           | <i>Committee</i> | <i>Sponsoring Dept.</i> | <i>Term Expires</i> | <i>Status</i> |
|-----------------------|------------------|-------------------------|---------------------|---------------|
| Carrie Scheid         | Civic Auditorium | Municipal Services      | 12/31/2018          | New Appt.     |
| Arthur Kull           | Civic Auditorium | Municipal Services      | 12/31/2018          | New Appt.     |
| Bonnee Taggart        | Civic Auditorium | Municipal Services      | 12/31/2018          | New Appt.     |
| Anne Staton Voilleque | Civic Auditorium | Municipal Services      | 12/31/2018          | New Appt.     |
| Deidre Warden         | Civic Auditorium | Municipal Services      | 12/31/2018          | New Appt.     |

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The City Clerk requested approval of minutes from the May 9, 2016, Council Work Session, and May 9, 2016, Executive Session.

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

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

**Regular Agenda Items:**

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

Subject: IF-16-22, City Website Implementation

For your consideration is the City Website Implementation Request for Proposal (RFP). The City received a total of ten (10) proposals which were evaluated equally based on the following proposal criteria: scope of work; consultant qualifications; website software security; core website functionality; dedicated hosting; and proposal format. Following the criteria evaluation, vendor interviews and product demonstrations were schedule with the top four evaluated vendors. Based on the totality of the scored proposals, interviews, and product demonstrations the RFP evaluation panel provided their recommendation. It is the recommendation of the Municipal Services Department to enter into a professional service contract with CivicPlus for a total contract award of \$60,000. The total contract award includes Content Management System (including all upgrades, maintenance and support); four (4) department header designs; professional consulting services & staff training; and 12-month hosting fee. An annual hosting and maintenance service fee of \$10,000 will be required following year one. The website implementation project is budgeted in the Municipal Services Department for fiscal year 2015/16. The annual hosting and maintenance fee of \$10,000 will be included in the Municipal Services, Information Technology budget in 2016/17.

Municipal Services Director Pamela Alexander stated the current website was implemented in 2009 and \$100,000 was allocated in the current fiscal year budget for a website upgrade. She briefly reviewed the scope of work, as listed above, including the Agenda Management feature. She also requested the approval for additional amount of approximately \$5,000 for high resolution photography option. Brief general discussion followed regarding the consecutive years of the contract.

It was moved by Councilmember Marohn, seconded by Councilmember Smith, to enter into a professional service contract with CivicPlus for a total contract award of \$60,000 and an annual hosting and maintenance service fee of \$10,000, and authorize the Mayor and City Clerk to sign any necessary documents. Roll call as follows: Aye – Councilmembers Smith, Hally, Dingman, Radford, Ehardt, Marohn. Nay – none. Motion carried.

Subject: IF-16H-Sole Source Purchase Public Safety Equipment

The Police and Municipal Services Departments requests the authorization to advertise the City's intent to make a sole source purchase following a 14-day period, as per Idaho Code § 67-2808, and then to issue a purchase order for furnishing, installing and removing public safety equipment in the amount of \$61,143.12, once the advertisement has been completed. This procurement will be from Teton Communications of Idaho Falls, the only authorized distributor and installer for the required public safety equipment. The equipment and installation are budgeted in the 2015/16 Municipal Equipment Replacement Fund (MERF) budget.

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Director Alexander stated the equipment is being removed from the older vehicles and is being relocated into new vehicles. Chief McBride stated the design of vehicles change on a regular basis therefore only some equipment can be relocated to the new vehicles. Any monies collected from the sale of old equipment will be placed into the MERF fund.

It was moved by Councilmember Marohn, seconded by Councilmember Smith, to give authorization to advertise the City's intent to make a sole source purchase per Idaho Code § 67-2808, and then issue a purchase order in the amount of \$61,143.12, to Teton Communications of Idaho Falls. Roll call as follows: Aye – Councilmembers Hally, Marohn, Radford, Dingman, Smith, Ehardt. Nay – none. Motion carried.

Idaho Falls Fire Department submitted the following item for consideration:

Subject: Emergency Purchase of Two Ambulances

The Fire Department is requesting approval to purchase and add to fleet two (2) ambulances from Braun Northwest at the cost of \$136,696.00 each, waiving the normal purchasing requirements per Idaho Code § 67-2808, due to an emergency need. The Fire Department currently has a fleet of ten (10) ambulances, with a MERF replacement schedule of ten (10) years. The current replacement of one (1) ambulance per year is not keeping up with the needs of our service delivery including maintenance. The Municipal Services and Fire Departments met a few weeks ago and determined that we should move the replacement schedule to six (6) years instead of ten (10). The urgency of purchasing two (2) "Demo" units now is due to the fact that keeping all our fleet in service while having an increase in our call volume has proved very difficult. We also have had to use one of our reserves for our Swan Valley contract and will be standing up our sixth ambulance in Idaho Falls in July. Both these actions have reduced our available units. We have within the MERF budget a replacement to be ordered now, however the build out once ordered is 280 days for delivery. The other unit would be purchased out of the MERF Ambulance budget as well.

Brief discussion followed regarding the MERF fund with anticipated changes in the upcoming budget session. Fire Chief Dave Hanneman stated the current Ambulance MERF fund balance is approximately \$600,000. He stated during the previous year money was budgeted for a new ambulance as well as money being deposited in the MERF fund to build up the fund. The deposited money is being allocated for the purchase of one (1) ambulance. It was noted there is no policy deviation to borrow money from the MERF fund and then pay it back.

It was moved by Councilmember Marohn, seconded by Councilmember Radford to give authorization to purchase two (2) ambulances from Braun Northwest at the cost of \$136,696.00 each, waiving the normal purchasing requirements per Idaho Code § 67-2808, due to an emergency need where competitive solicitation is impractical, disadvantageous or unreasonable under the circumstances so there is only one (1) vendor or source reasonably available for the ambulances that are to be acquired, and the lack of available and reliable ambulances is immediately detrimental to the public welfare. Roll call as follows: Aye – Councilmembers Radford, Marohn, Dingman, Hally. Nay – Councilmembers Ehardt, Smith. Motion carried.

Community Development Services submitted the following items for consideration:

Subject: Final Plat and Reasoned Statement of Relevant Criteria and Standards, Rose Nielsen, Division No. 109, 3rd Amended

For your consideration is the application for Final Plat and Reasoned Statement of Relevant Criteria and Standards, Rose Nielsen, Division No. 109, 3rd Amended. The Planning and Zoning Commission considered this plat at its May 3, 2016, meeting and recommended approval by unanimous vote. Staff concurs with this recommendation.

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Councilmember Dingman stated in 1997 this property had been annexed and platted into two (2) lots, however, as development continued it was separated into four (4) parcels. This item is to correct the division and officially re-plat according to law.

It was moved by Councilmember Dingman, seconded by Councilmember Smith, to approve the Final Plat for Rose Nielsen, Division No. 109, 3rd Amended, and give authorization for the Mayor, City Engineer, and City Clerk to sign said Final Plat. Roll call as follows: Aye – Radford, Ehardt, Hally, Smith, Marohn, Dingman. Nay – none. Motion carried.

It was moved by Councilmember Dingman, seconded by Councilmember Smith, to approve the Reasoned Statement of Relevant Criteria and Standards for the Final Plat for Rose Nielsen, Division No. 109, 3rd Amended, and give authorization for the Mayor to execute the necessary documents. Roll call as follows: Aye – Marohn, Dingman, Ehardt, Hally, Radford, Smith. Nay – none. Motion carried.

Subject: Request for Extension to Record a Final Plat, Fremont Avenue Subdivision

The applicant for the Final Plat for Fremont Avenue Subdivision is requesting an extension to record the plat. The Subdivision Ordinance requires a plat be recorded within 90 days of Council approval or an extension must be granted. The Fremont Avenue plat was approved on September 10, 2015, and the 90 days have passed. The plat is now ready to record, pending approval of the extension. Staff recommends approval of extension to record no later than July 1, 2016.

It was moved by Councilmember Dingman, seconded by Councilmember Smith, to approve the request for extension to record the Final Plat for Fremont Avenue Subdivision no later than July 1, 2016. Roll call as follows: Aye – Ehardt, Marohn, Hally, Radford, Smith, Dingman. Nay – none. Motion carried.

Public Works submitted the following items for consideration:

Subject: Bid Rejection – Alley Sewer Between 7th and 8th Streets from S Lee Avenue to S Holmes Avenue

On May 10, 2016, bids were received and opened for the alley sewer between 7th and 8th Streets from S Lee Avenue to S Holmes Avenue project. A tabulation of bid results is below.

|  |                     |                      |
|--|---------------------|----------------------|
| Alley Sewer Between 7 <sup>th</sup> and 8 <sup>th</sup> from Lee to Holmes | Engineer's Estimate | 3H Construction, LLC |
|  | \$413,539.00        | \$788,817.00         |

The only bid received in the amount of \$788,817.00 exceeded the budgeted amount and was 190% of the Engineer's Estimate. Public Works recommends that this bid be rejected and notice of such be sent to the bidder.

Councilmember Ehardt stated due to the excessive estimate received, this project will be delayed and possibly re-bid later in the year.

Public Works Director Chris Fredericksen stated this particular alley has two (2) degraded sewer lines which will be replaced into one (1) line. He indicated alley projects tend to be the most costly partially due to the confined space. This project will be re-evaluated for future completion.

It was moved by Councilmember Ehardt, seconded by Councilmember Dingman, to reject the bid for the alley sewer between 7th and 8th Streets from S Lee Avenue to S Holmes Avenue project and send such notice to the only bidder. Roll call as follows: Aye – Councilmembers Smith, Hally, Radford, Dingman, Ehardt, Marohn. Nay – none. Motion carried.

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Subject: Access Approach and Easement Vacation Request - Westridge Commercial Plaza

Harper Leavitt Engineering, on behalf of the developers of Westridge Commercial Plaza, are requesting the vacation of the access right-of-way and surrounding easement that serve as the entry to the development. The purpose of the vacation is to shift the access location south approximately 70 feet in order to provide a shared access with neighboring property owners. Utilities have reviewed the request and approve the vacation upon the condition that the existing utilities are protected. Public Works requests authorization for the City Attorney to prepare documents needed to accomplish this vacation.

It was moved by Councilmember Ehardt, seconded by Councilmember Dingman, to authorize the City Attorney to prepare the necessary documents to accomplish the easement vacation request for Westridge Commercial Plaza. Roll call as follows: Aye – Councilmembers Dingman, Radford, Marohn, Smith, Hally, Ehardt. Nay – none. Motion carried.

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

Public Works is in receipt of a request from the Iona Bonneville Sewer District (IBSD) to increase the District's Sewer Service Area boundary by 7.774 acres. The proposed expansion area is for a single family home located at 988 South 45th East. The District approved sewer service for this property in 1999, but the sewer service area was not updated. This action will remedy that oversight.

It was moved by Councilmember Ehardt, seconded by Councilmember Dingman, to approve the sewer service area expansion request from the Iona Bonneville Sewer District. Roll call as follows: Aye – Councilmembers Radford, Ehardt, Smith, Marohn, Dingman, Hally. Nay – none. Motion carried.

Mayor Casper stated the City is participating in the commemoration of the 50<sup>th</sup> anniversary of the Vietnam War. This commemoration is in conjunction with the Memorial Weekend Field of Honors celebration. A proclamation will be read recognizing the City of Idaho Falls as a Purple Heart City as a commitment to honor veterans of all wars.

There being no further business, it was moved by Councilmember Ehardt, seconded by Councilmember Marohn, to adjourn the meeting at 8:30 p.m. which motion passed following a unanimous vote.

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CITY CLERK

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MAYOR