

NOTICE OF PUBLIC MEETING

Monday, February 22, 2021

City Council Chambers

680 Park Avenue

Idaho Falls, ID 83402

3:00 p.m.

The public is invited to observe City Council Work Sessions. However, to observe appropriate social distancing guidelines, as recommended by the Centers for Disease Control and Prevention (CDC), the public may view this meeting via livestream on the City's website at <https://www.idahofallsidaho.gov/429/Live-Stream>. The agenda does not include an opportunity for public interaction.

This meeting may be cancelled or recessed to a later time in accordance with law. If you need communication aids or services or other physical accommodations to participate or access this meeting or program of the City of Idaho Falls, you may contact City Clerk Kathy Hampton at 612-8414 or the ADA Coordinator Lisa Farris at 612-8323 as soon as possible and they will accommodate your needs.

CITY COUNCIL WORK SESSION

Times listed in parentheses are only estimates.

Call to Order and Roll Call

Mayor:

- Acceptance and/or Receipt of Minutes
Action Desired: To receive recommendations from the Planning and Zoning Commission
- Calendars, Announcements and Reports (15)

Council:

- Liaison Reports and Councilmember Concerns (15)

Municipal Services:

- Discussion: Amendment to City Code, Title 1, Chapter 9, Section 2, Bonding Requirements (10)
- Overview/Discussion: Local Improvement Districts (LID) (15)

Community Development Services:

- Overview/Discussion: "Imagine Idaho Falls" 2021 Comprehensive Planning Process and Goals (15)
- Discussion: Community Development Services Workflow (5)

Parks and Recreation:

- Update: Heritage Park (30)

Mayor and Council:

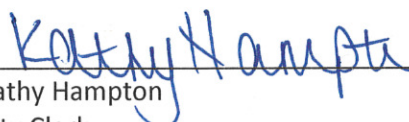
- Discussion: Pending Legislation (15)
- No Action: Strategic Discussion—Open Topics (45)

Executive Sessions:

- The Executive Sessions are being called pursuant to the provisions of Idaho Code Section 74-206(1)(c) to acquire an interest in real property which is not owned by a public agency; and 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.

Announcements and Adjournment

DATED this 19th day of February, 2021


Kathy Hampton
City Clerk



MEMORANDUM

TO: Honorable Mayor and Council

FROM: Brad Cramer, Community Development Services Director

DATE: February 17, 2021

RE: February 16, 2021, Planning Commission Action

Planning Commission took the following action during the February 16, 2021 meeting.

1. **ANNX20-017: ANNEXATION/INITIAL ZONING. R1 of 4.197 acres NW1/4 SW1/4, sec 6, T2N, R38.** On February 16, 2021, the Planning and Zoning Commission unanimously voted to recommend approval of the annexation and initial zoning of R1 to the Mayor and City Council.
2. **PLAT21-002: FINAL PLAT. Jackson Hole Junction 2nd Amended.** Generally located south and east of Interstate 15, west of Pioneer Rd., and north of W Sunnyside Rd. On February 16, 2021 the Planning and Zoning Commission recommended approval of the final plat as presented.
3. **PLAT21-001: FINAL PLAT. Brutsche Addition No. 1 First Amended.** Generally West of CEI, north of E 17th St., east of Hoopes Ave., south of E 12th St., west of Ashment Ave. On February 16, 2021, the Planning and Zoning Commission recommended approval of the final plat as presented
4. **PLAT 20-048: FINAL P LAT. Victory Ranch.** Generally South of HK gravel pit, North of E 49th S, East of S 15th E, South of Sunnyside Rd, west of S 25th E. On February 16, 2021 the Planning and Zoning Commission recommended approval of the final plat as presented.
5. **PLAT20-047: FINAL PLAT. 810 Lofts.** Generally located near intersection of Idaho Canal and Sunnyside Rd., North of E 49th S, East of S Holmes Ave., South of E Sunnyside Rd., West of S 15th E. On February 16, 2021 the Planning and Zoning Commission recommended approval of the final plat as presented.
6. **RZON20-023: REZONE. LC to HC.** Generally south and east of Interstate 15, west of Pioneer Rd., and north of W Sunnyside Rd. On February 16, 2021 the Planning and Zoning Commission recommended approval of the rezone from LC to HC.
7. **PUD21-001: PLANNED UNIT DEVELOPMENT. Brutsche PUD.** Generally West of CEI, north of E 17th St., east of Hoopes Ave., south of E 12th St., west of Ashment Ave. On February 16, 2021 the Planning and Zoning Commission recommended approval of the PUD ad presented.

RECOMMENDED COUNCIL ACTION: To receive recommendation(s) from the Planning and Zoning Commission pursuant to the Local Land Use Planning Act (LLUPA).

Idaho Falls Downtown Development Corp. January 12, 2021 board meeting was held online at 8:30am

Attendance: Jake Durtschi, Brandi Newton, Shanon Taylor, Cindy Napier, Richard Napier, Jill Hansen, Tasha Taylor, Lisa Farris, Dana Briggs, David M. from Graybar, and Councilman Jim Francis

Staff: Catherine Smith, Juan Hernandez, Mala Lyon

Minutes for December 8, 2020 were reviewed - Cindy motioned to accept the minutes. Shanon seconded and board approved

Financial report – Brandi – expenses are being controlled well and the PPP loan has been moved to income; with no fundraisers we are still doing well and in the black. Catherine snow removal as always is a big expense with more coming and a parking invoice need to be moved; the fall cleanup and the install of the fall/winter décor was more expensive than anticipated. We will adjust during the spring clean up phase. Jake asked if we had done the fall/winter decorating last year? Yes, but not as much as we did this year and adding the extra cost. It looks so drab right after the flowers are removed, so adding the fall/winter plants helps if feel and look better. We hope to be able to have the money to do the Broadway pots in the future. We picked the prominent corners to have the fall/winter plants added. Brandi made the motion to approve the financial report; Cindy seconded and board approved.

Catherine – we emailed out the board meeting schedule for 2021 and it will be posted at City Hall. We met the first Tuesday of each month. Brandi requested that the meeting calendar invites be sent out for the whole year so that they are on everyone's schedule. Mala will do that.

Parking – we are still working with the city to have a 'block face' parking ordinance – this is you can park for two hours say on A Street by Great Harvest on the 300 block and then you can park for another two hours on Park Ave on a different block, but you can not go back and park on the street of the 300 block of A Street in the same 24-hour period. This will make the software we use work the way it was designed so much better. People park, leave and come back and often park in the same spot then they are issued a ticket because our tracking photos show them in the same spot over the two-hour limit. There will need to be an education process, but the current signage will still work. We are having to work on this with the legal team as one change can affect other things. We will take this to a city council work session so we can explain it and give the background as to why this will work better.

Use of Parking lots – We have gotten request from food vendors to be in the lots on weekends, Bank of Idaho was having an outdoor event and Healing Hands requested to use it for a Physic Fair and we have no process in place to extend that permission and make sure that liability insurance is in place. The Parking Committee recommends that we have a formal process in place so that we are aware of the parking lot being used for things outside of just parking a vehicle. This will require request ahead of time and a nominal fee of \$25 to cover any things like clean up time after an event. Jake said he like the small fee of \$25 as it helps a food vendor to commit to being there if they request the space. Cindy asked if this would include radio vans that do remotes? Jake could they pay the one day \$5 fee for something like that as the van just sits there and the radio guy is inside? Brandi said Idaho Mountain Trading does this a lot in the summer with a couple of pop-up tents, could they give the dates and have one price for the whole summer to make it easy for everyone? Yes, a package deal can be done so it will be fair for everyone that requests use of the lots. Jake motioned that the formal parking lot use request be approved; Tasha seconded and the board approved.

A Lot - Idaho Mountain Trading (IMT) - We have been working hard to get people educated on how the parking lot works and how they can go to the meter and pay to park. We want everyone to have a good experience downtown. IMT has a unique customer base where they might only come downtown once a year to get their skis tuned whereas the lot by Smokin' Fins as repeat customers coming to eat often.

We asked IMT to track and record the complaints they were getting. IMT has placed a sign by their backdoor that reminds everyone that they need to pay for their parking time. A large vinyl sign was also purchased and install by IMT that is on the front of the parking lot booth as you come in from A Street that again says you must pay to park. This has been a pay to park lot for years just how you pay for your parking time has changed. Rather than taking an envelope and putting your money in it you go to the meter and pay. We discussed the option of IMT paying for all the parking tickets in the A Lot and it would have said on the ticket "Your parking was paid for today by Idaho Mountain Trading", but that left the door open for people to abuse IMT's offer. IMT still wants the option of paying for their customers parking if they get a ticket. We will continue to issue ticket to those that do not pay for their parking at the meter. If that person is a IMT customer, they have the option of taking the ticket back into IMT and IMT will stamp it and return it to us. We will collect the stamped tickets and send an invoice to IMT. We currently charge an \$8 fee to anyone who does not pay at the meter. The cost of an all-day pass is \$5, so it is really a \$3 fine for not paying at the meter. IMT has requested a discount on the cost of the tickets. Kevin Josephson recommended we reduce it to \$5. Cindy said they were hoping for a \$3 or \$4 agreement per ticket. We don't want our customers upset and feel like they don't want to be downtown. Catherine asked if they have noticed an improvement of people going to the meter and paying since the sign was installed on the booth? Ed is out with Covid so the lot has not been monitored as closely since before Christmas. Cindy said it has been better. Richard said that in the training meeting they have the goal is to get and keep a customer for life. The way to do that is to give them a great experience and make it easy for the customer to park. Catherine agreed and feels like the new parking monitoring system we now use had helped open up the parking for more customers. Tasha made a motion that \$4 per ticket be charged to IMT for each parking ticket they choose to pay for. Brandi seconded and the board approved. Catherine said it is important that we keep an open dialogue going to keep aware of any issues that come up so we can work together.

Lisa – façade grant – We have just over \$38,000. One application out for Page Insurance and they are hoping to use funds in 2 or 3 phases. The city council approved \$50,000 to the Arts Council and the Symphony. We are working on our next 5-year plan from 2021 to 2025.

Dana – Mayor Casper will be giving her State of Idaho Falls address this Thursday at 7:30pm and it will be recorded so you can listen to it later also.

Jake – The Mayor is also doing a program called the Idaho Falls Family Happy Hour. It will be this Saturday and then every week after. It is an effort help decrease the feeling of isolation that some in the community have. There will be comedians, Nosey Neighbor Tours, cooking demos, motivational speakers. There should be a facebook page to follow with more details.

Meeting was adjourned at 9:20am

Our next board meeting is scheduled for February 2, 2021.

Respectfully submitted by Jill Hansen, Secretary and Mala Lyon

CUSP
Healthcare and Public Health Subcommittee

Meeting minutes of January 19, 2021 meeting

Called to order at 2:30 by Doug Crabtree

Those present include:

Doug Crabtree
Kim Remiem
Bobbe Crapo
Geri Rackow
Richard Couillard
Carolyn Hansen
Miranda Marquit
Chris Weirsema
Coleen Niemann

Welcome to all including those not on the committee (no one outside of the committee attended the meeting)

A COVID update was given by Chris Wiersema from the United Way. Also had updates from Carolyn Hansen of Bingham and Coleen Niemann from EIRMC. Geri Rackow from Public Health also gave an update.

There is not an update on the Free Med Clinic.

We did discuss consolidating the information from the Healthy Community Assessment done by Vitruvian and our road map.

Meeting was adjourned about 3:45

Idaho Falls Sister City Youth Approved Meeting-Minutes

This meeting was conducted using the platform Zoom

February 3, 2021

Nicholas Cebull	Charlotte Combs	Laura Combs	Jackie Sugai
Kylie Eaton	David Eaton	Katie Eaton	Abby Gallegos
Izabel Kelley	Sam Hawker	Lori Kidwell	McKenzie McIsaac
Edward McIsaac	Heather McIsaac	Eden McIsaac	Charlie Medema
Max Medema	Heather Medema	Gabe Padron	Jorge Padron
Nathan Peck	Kendra Peck	Anna St. Michel	Whitney St. Michel
Stephanie VanAusdeln	Carter Thompson	Jennifer Thompson	

Approval of Meeting Minutes

A motion by Stephanie VanAusdeln was made to approve the January 18, 2021 meeting minutes. Motion was seconded by Jorge Padron, Passed.

Reminder

The next Zoom meeting will be **February 15, at 7:00**. Please put this on your calendar. A reminder email notice will be sent out before the meeting.

Upcoming meetings you may want to put on your calendar are March 3rd and 15th, April 7th and 19th. May 5th and 17th, June 2nd and 14th.

Treasurer's Report

As of today, February 3rd: checking \$16,550.84, money market \$329.23, and savings \$25.05.

Fundraisers

Selling Calendars

There are seven calendars left that need to be sold. Lori Kidwell stated she would purchase five of the remaining calendars.

Email Exchange

Kendra Peck stated that she received an email from Carly Louffer, an Idaho Falls person who is returning from Japan. Carly stated that she would like to join IFSCY and help in any way she can.

Recruiting Members for IFSCY

Lori Kidwell stated that she has been asked by a student where the link is to join in the group meeting. You can forward the email which contains the link to the Zoom meetings.

If you know of any student who is interested in the Idaho Falls Sister City Youth program please invite them to the Zoom meetings. You may forward the link to the meetings to any student who is interested.

Uploading Pictures to the Google Photo Account

Kendra Peck stated that individuals in the group need to learn how to upload photos into the Google Photo Account. Stephanie VanAusdeln stated that she would teach "how-to" at a general meeting.

Criteria for Students Going To Japan

David Eaton stated that there are presently fourteen students of the fifteen students invited to go to Japan who have stated they want to go to Japan. One student has declined. This leaves one position opened.

The criterias for a student to go to Japan is attending 50% of the meeting. At this time two alternates who could fill this position; someone from the McIsaac family or someone from the Corbridge family.

Bylaws

Last week the IFSCY Board met to discuss if any changes needed to be made to the Bylaws as they are presently written. Below is the link to the Bylaws with the proposed changes. This will be an item that will be discussed and possibly voted on at the next meeting.

[Proposed changes to Bylaws as of 01/27/21](#)

[Bylaw Addendum for Student Eligibility For Participation in Exchange](#)

Student Activity

Valentine Cards

During this time of the year, it is common to send Valentine cards to Tokai-Mura students. Each Idaho Falls student is asked to design a Valentine card that contains a short message. Sign your name or your family's name. Each student will be responsible for making one or two Valentine cards for students from Tokai Mura Sister City.

Cards are due by Monday, February 8, 2021. Cards can be dropped off at Kendra Peck's home. The address is 961 Pascadero in Idaho Falls or at Jorge Padron's office at 522 Lomax. After entering the office ask the receptionist for the dropoff box for IFSC valentine cards.

Student Presentation

Stephanie Van Ausdeln gave a presentation on Japanese etiquette, primarily on bowing. The link can be found below.

<https://drive.google.com/file/d/1iOeR2RqfPYcc2DUE1IVAqJPhpRQdNVyl/view?usp=sharing>

Feedback Form

Feedback forms from members were received. Several people suggested having lessons on Japanese language as well as Japanese etiquette and culture.

Some suggestions for IFSCY activities are Japanese games, climbing gym, watching a Japanese movie at the movie theater, etc. Please fill out the form to give us additional input. It can be found at the link below.

https://docs.google.com/forms/d/1Kajlq6N_zcaaGOYx_8a2k9AZ3sxcvONIGILQtyUBXl8/edit?usp=sharing

Photos

Pictures of IFSCY are taken throughout the year. The group has discussed putting the pictures on social media. If you don't want your picture or photos on the website, please fill out this form and return it to Stephanie VanAusdeln.

<https://forms.gle/B6Ub2jDJzoXF4YY27>

2021 Newsletter

The 2021 Newsletter needs to be finished. Each student is asked to write one to three paragraphs on the topic of their choosing. There are multiple topics to cover including:

- **The 2019 exchange**
- **Fundraisers**
- **2020 meetings/format**
- **2019 Visit**
- **Get togethers**
- **Sushi Making Zoom Call**
- **Volunteering at the Friendship Garden**
- **Garage Sale**
- **2020 Raffle**
- **Volunteering at the Community Food Basket**
- **COVID Impact: Cards we've sent**

For ideas you can look at the 2019 newsletter on the IFSCY website. Please let Jennifer Thompson know what topic you wish to write about. These are due late February and will be compiled the first week of March.

All that has to be done is for you to choose a topic (from personal experience) and write 1-3 paragraphs about it and email Jennifer Thompson when it is completed. Entries or Upload to this google drive folder:

<https://drive.google.com/drive/folders/1nMA0Ck7ARJOxikTVWE0G3WRtxo9Uh9Hu?usp=sharing>

So far, we have Max Medema who volunteered to write about the Online Meetings and Anna St. Michel who volunteered to write about the Soup Kitchen activity.

February 15th Student Presentation

McKenzie McIsaac will have the next lesson. Maggie Boring volunteered to present the first meeting in March.

Next meeting

Next meeting will be on February 15, 2021.

Motion to Adjourn

Stephanie VanAusdeln motion to adjourn the meeting. It was seconded by Max Medema.

Below is the link for the Treasurer's Report

[January 2021 Treasurer Report](#)

Municipal Services - Ordinance, Bonding Requirements

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF IDAHO FALLS, IDAHO, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO; PROVIDING FOR THE AMENDMENT OF TITLE 1, CHAPTER 9, SECTION 2 OF THE IDAHO FALLS CITY CODE TO CHANGE BONDING REQUIREMENTS FOR CITY PUBLIC OFFICIALS, OFFICERS, AND EMPLOYEES; AND PROVIDING SEVERABILITY, CODIFICATION, PUBLICATION BY SUMMARY, AND ESTABLISHING EFFECTIVE DATE.

WHEREAS, Idaho Code Section 59-804 requires surety bonds, blanket surety bonds, or suitable crime insurance bonds of certain public officials and employees; and

WHEREAS, such bonds may be individual bonds or blanket bonds; and

WHEREAS, Idaho Code Section 50-204 requires that, before performing their duties for the City, the Clerk, Treasurer, and other City officials and employees, execute a penal bond in favor of the City; and

WHEREAS, the City has historically required the posting of bonds for dozens of City employees; and

WHEREAS, a blanket bond is provided by the City's liability provider, Idaho County Risk Management Program (ICRMP) for all officials, officers, and employees required to provide such a bond under Idaho Code Section 59-408; and

WHEREAS, only the Clerk and Treasurer are required by the Idaho Code to be bonded; and

WHEREAS, reducing the number of City officers and employees required to be bonded aligns the City Code with current City practice and with current City liability coverage; and

WHEREAS, Council deems it to be in the best interest of the City, its employees, and constituents to allow the liability coverage fees to be paid by the City in favor of the employees.

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

SECTION 1. Title 1, Chapter 9, Section 2 of the City Code of the City of Idaho Falls, Idaho, is hereby amended ~~in its entirety and immediately replaced with the following language as follows:~~

1-9-2: BONDS: Before performing any duties of their respective offices, the following ~~appointive~~ officers shall furnish an official bond in the following amounts:

~~Director of Municipal Services \$5,000~~
~~Controller \$5,000~~
Clerk ~~\$5,000~~ five thousand dollars (\$5,000)

Treasurer ~~\$5,000~~ five thousand dollars (\$5,000)
Deputy Treasurer ~~\$5,000~~
Purchasing Agent ~~\$1,000~~
Water Superintendent ~~\$2,000~~
City Engineer ~~\$1,000~~
Fire Chief ~~\$1,000~~
Street Superintendent ~~\$1,000~~

~~All officers and employees of the Police Department shall be covered by a blanket bond as follows:~~

~~Chief of Police \$2,000
All other officers or employees \$1,000~~

~~All office employees in the Mayor and Clerk's office and all building inspectors shall be covered a blanket bond in the amount of five thousand dollars (\$5,000).~~

~~Such bonds shall be approved by the Mayor and Council and shall be filed with the Clerk, except the bond of the Clerk, which shall be filed with Mayor. The premiums on such bonds shall be paid by the City. The bond required for the Treasurer shall be approved by the Council and shall be filed with the Clerk. The bond required for the Clerk shall be approved by the Council and shall be filed with the Mayor.~~

The public officials, officers, or employees of the City, who are required to provide a bond before entering upon the performance of their duties, shall, through the City's liability insurance coverage, be deemed to have coverage compliant with provisions of Idaho Code section 59-804 for the terms and responsibilities of such public officials, officers, or employees, to the extent required by the Idaho Code bonding requirements for public officials. The fee for the required bonds shall be paid by the City and shall be deemed by the Mayor and the Council to have been executed by such public officials, officers, and employees.

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

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

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

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

PASSED by the City Council and APPROVED by the Mayor of the City of Idaho Falls, Idaho, this day of _____, 2021.

CITY OF IDAHO FALLS, IDAHO

ATTEST:

REBECCA L. NOAH CASPER, MAYOR

KATHY HAMPTON, CITY CLERK

(SEAL)

STATE OF IDAHO)
) ss:
County of Bonneville)

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

That the above and foregoing is a full, true and correct copy of the Ordinance entitled, “AN ORDINANCE OF THE CITY OF IDAHO FALLS, IDAHO, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO; PROVIDING FOR THE AMENDMENT OF TITLE 1, CHAPTER 9, SECTION 2 OF THE IDAHO FALLS CITY CODE; AMENDING BOND REQUIREMENTS FOR CITY PUBLIC OFFICIALS, OFFICERS, AND EMPLOYEES; AND PROVIDING SEVERABILITY, CODIFICATION, PUBLICATION BY SUMMARY, AND ESTABLISHING EFFECTIVE DATE.”

(SEAL)

KATHY HAMPTON, CITY CLERK