

The public is invited to observe City Council Work Sessions. However, the agenda for Work Sessions does not include an opportunity for public interaction. Seating in the Council Chambers may be limited. All seating is available on a first-come, first-serve basis. The public also may view this meeting via livestream on the City's website at <https://www.idahofallsidaho.gov/429/Live-Stream>.

This meeting may be canceled 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 of the City of Idaho Falls, you may contact City Clerk Corrin Wilde at 612-8414 or the ADA Coordinator Lisa Farris at 612-8323 not less than 48 hours prior to the meeting. They can help accommodate special needs.

CITY COUNCIL WORK SESSION

Times listed in parentheses are only estimates.

Call to Order and Roll Call

Public Works:

Presentation and Discussion: Lead and Copper Rule. (30)

Action: Council Direction to Staff (or take other appropriate action)

Police Department and Municipal Services:

Consideration and Discussion: Fleet Vehicle Leasing Program (10)

Action: Adopt the Resolution and Authorize the Execution of a Lease-Purchase agreement and Authorize the Mayor and City Clerk to execute the necessary documents (or take other appropriate action)

Municipal Services:

Presentation: Quarterly Finance Report. (45)

Action: Council Direction to Staff (or take other appropriate action)

Legal Department:

Discussion: Mayor Grant Authorization Resolution. (15)

Action: Council Direction to Staff (or take other appropriate action)

Mayor and Council:


Acceptance or Receipt of Minutes (5)

Action: To receive recommendations from the Planning and Zoning Commission

Mayor and Council Reports: Calendars, Announcements Events, Reports, Assignments, Updates, Concerns, Questions, and Discussion (20).

Action: Council Direction to Staff (or take other appropriate action)

DATED this 16th, day of February 2024



Corrin Wilde, City Clerk

**Police
Department
and
Municipal
Services**

FROM: Michael Kirkham, City Attorney
DATE: Thursday, February 15, 2024
DEPARTMENT: City Attorney

Subject

Resolution Authorizing the execution of a lease-purchase agreement with Umpqua Bank Equipment and authorizing the Mayor, Chief of Police, or their designees to take all necessary actions to execute, consummate, and administration of the lease-purchase agreement.

Council Action Desired

- ☐ Ordinance ☒ Resolution ☐ Public Hearing
☐ Other Action (Approval, Authorization, Ratification, etc.)

Approve the Resolution as presented and authorize the Mayor and City staff to execute the necessary documents (or take other action deemed appropriate).

Description, Background Information & Purpose

On January 11, 2024, the Council approved a lease-purchase agreement to provide vehicles for the Idaho Falls Police Department fleet with Umpqua Bank Equipment d.b.a. United Fleet Services. Umpqua Bank Equipment has requested that the City authorize the Mayor and the Chief of Police with the authority to execute, consummate, and administer the lease-purchase agreement. The proposed Resolution would explicitly authorize the Mayor, Chief, and their designees to take the actions necessary to administer the agreement.

Alignment with City & Department Planning Objectives



The proposed resolution supports the City's good governance objectives and promotes efficiency.

Interdepartmental Coordination

N/A

Fiscal Impact

No fiscal impact is anticipated.

Legal Review

Legal prepared the proposed Resolution.

RESOLUTION NO. 2024-

A RESOLUTION OF THE CITY OF IDAHO FALLS, IDAHO, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, AUTHORIZING THE EXECUTION OF A LEASE-PURCHASE AGREEMENT WITH RESPECT TO THE ACQUISITION AND LEASING OF CERTAIN EQUIPMENT FOR THE IDAHO FALLS POLICE DEPARTMENT WITHIN THE TERMS PROVIDED HEREIN; AUTHORIZING THE EXECUTION AND DELIVERY OF DOCUMENTS REQUIRED IN CONNECTION THEREWITH; AND AUTHORIZING THE TAKING OF ALL OTHER ACTIONS NECESSARY TO THE CONSUMMATION OF THE TRANSACTIONS APPROVED BY THE COUNCIL ON JANUARY 11, 2024, AND PROVIDING THAT THIS RESOLUTION BE EFFECTIVE UPON ITS PASSAGE, APPROVAL, AND PUBLICATION ACCORDING TO LAW.

WHEREAS, the City of Idaho Falls, Idaho, ("City") as a political subdivision of the State of Idaho is authorized by the laws of the State of Idaho to acquire and lease personal property for the benefit of the City and its inhabitants and to enter into contracts; and

WHEREAS, City desires to acquire and lease certain equipment with a cost not to exceed one million five hundred thousand dollars (\$1,500,000.00) constituting personal property necessary for City to perform essential governmental functions, including emergency response and law enforcement functions, (the "Equipment"); and

WHEREAS, in order to acquire such Equipment, City has entered into Municipal Lease-Purchase Agreements (the "Agreements") with Financial Pacific Leasing, Inc. DBA Umpqua Bank Equipment Leasing & Finance, as lessor, (the "Lessor"), which was presented and approved by the Council on January 11, 2024.

BE IT RESOLVED THAT:

1. Findings and Determinations: The terms of the Agreements as approved by the Council on January 11, 2024, are in the best interests of the City for the acquisition and leasing of the Equipment.
2. Approval of Documents. The Mayor was authorized by the Council's approving vote on January 11, 2024, to enter into the Agreement and to execute all necessary documents to enter into the Agreement; and the execution of the Agreement and its associated documents by the Mayor is conclusive evidence of the City's approval of the Agreement; and that the Mayor was authorized and directed to deliver the executed Agreement, and all other necessary documents, to Lessor to finalize the Agreement and to consummate the transactions to acquire and lease the equipment contemplated by the Agreement.
3. Mayor and Staff Authorized to Take Additional Actions Required. The Mayor and City staff, including the Police Chief and any other City employee designated by the Mayor or Chief, are hereby directed to take all action necessary or reasonably required by the parties to the

Agreements to carry out, give effect to and consummate the transactions contemplated thereby (including the execution and delivery of a Final Acceptance Certificate, escrow agreements, disbursement requests and any tax certificate and agreement, as contemplated in the Agreements) and to take all action necessary in conformity therewith, including, without limitation, the execution and delivery of any closing and other documents required to be delivered in connection with the Agreements, including designation of the Agreements as “qualified tax-exempt obligations” under Section 265(b)(3)(B) of the Internal Revenue Code of 1986, as amended, if requirements for such designation can be met.

4. Appointment of Authorized City Representatives. The Mayor and the Police Chief are designated and authorized by the Council to act as authorized representatives of City for purposes of the Agreements and any escrow agreements until the Council designates any other or different authorized representative for purposes of the Agreements or any escrow agreement. In addition, the Council authorizes the Mayor and the Police Chief to delegate or designate any other City employee to serve as the City’s authorized representative for the purposes of the Agreement.
5. Severability. If any section, paragraph, clause or provision of this Resolution shall for any reason be held to be invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this Resolution.
6. Repealer. All previously adopted bylaws, orders, or resolutions or parts thereof, inconsistent with this Resolution, are hereby repealed to the extent only of such inconsistency with respect to this Resolution. This section shall not be construed as reviving any bylaw, order, resolution or ordinance or part thereof.

ADOPTED and effective this ____ day of _____ 2024.

ATTEST:

CITY OF IDAHO FALLS, IDAHO

Corrin Wilde, City Clerk

Rebecca L. Noah Casper, Mayor

(SEAL)

STATE OF IDAHO)
) ss:
County of Bonneville)

I, Corrin Wilde, 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 Resolution
entitled, "A RESOLUTION OF THE CITY OF IDAHO FALLS, IDAHO, A
MUNICIPAL CORPORATION OF THE STATE OF IDAHO, AUTHORIZING
THE EXECUTION OF A LEASE-PURCHASE AGREEMENT WITH RESPECT
TO THE ACQUISITION AND LEASING OF CERTAIN EQUIPMENT FOR THE
IDAHO FALLS POLICE DEPARTMENT WITHIN THE TERMS PROVIDED
HEREIN; AUTHORIZING THE EXECUTION AND DELIVERY OF
DOCUMENTS REQUIRED IN CONNECTION THEREWITH; AND
AUTHORIZING THE TAKING OF ALL OTHER ACTIONS NECESSARY TO
THE CONSUMMATION OF THE TRANSACTIONS APPROVED BY THE
COUNCIL ON JANUARY 11, 2024, AND PROVIDING THAT THIS
RESOLUTION BE EFFECTIVE UPON ITS PASSAGE, APPROVAL, AND
PUBLICATION ACCORDING TO LAW."

Corrin Wilde, City Clerk

(SEAL)

Legal Department

RESOLUTION NO. 2022-

A RESOLUTION OF THE CITY OF IDAHO FALLS, IDAHO, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, AUTHORIZING THE MAYOR OF THE CITY OF IDAHO FALLS, IDAHO, TO RECEIVE UNRESTRICTED GRANTS, DONATIONS, BEQUESTS, OR GIFTS OF PERSONAL OR INTANGIBLE PROPERTY ON BEHALF OF THE CITY AND PROVIDING THAT THIS RESOLUTION BE EFFECTIVE UPON ITS PASSAGE, APPROVAL, AND PUBLICATION ACCORDING TO LAW.

WHEREAS, the City of Idaho Falls, Idaho, is a governing political body; and

WHEREAS, the qualified, registered voters within the geographic and jurisdictional limits of the City of Idaho Falls, Idaho, select the Mayor to serve as public official; and

WHEREAS, Idaho Code § 50-602 designates the elected Mayor to be the chief administrative officer of the City; and

WHEREAS, the Mayor of the City of Idaho Falls, Idaho, is charged with the day-to-day administration of the City; and,

WHEREAS, the Mayor is endowed with the powers conferred by the laws of the State of Idaho, the Idaho Falls City Code, and the resolutions of this Council.

BE IT RESOLVED THAT:

1. That the current, duly elected Mayor of the City of Idaho Falls, Idaho, as is authorized to accept donations, bequests, or gifts of personal or intangible property, including unrestricted grant awards, cash, stocks, bonds, or other securities, on behalf of the City of Idaho Falls, Idaho.
2. The Mayor of the City of Idaho Falls, Idaho, has the authority to execute any necessary documentation or agreements to accept or effectuate the transfer or registration of any personal or intangible property into the title, ownership, or control of the City of Idaho Falls, Idaho or to take any other action necessary to receive an unrestricted grant award, donation, bequest, or gift directed at the City of Idaho Falls, Idaho, the City's departments, or the City's divisions.
3. That the Mayor submit for the Council's review a report of any unrestricted grant awards, cash, stocks, bonds, or other securities, accepted by the Mayor, on behalf of the City of Idaho Falls, Idaho, within thirty days (30) of such acceptance

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ADOPTED and effective this ____ day of _____ 2024.

ATTEST:

CITY OF IDAHO FALLS, IDAHO

Corrin Wilde, City Clerk

Rebecca L. Noah Casper, Mayor

(SEAL)

STATE OF IDAHO)
) ss:
County of Bonneville)

I, Corrin Wilde, 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 Resolution
entitled, "A RESOLUTION OF THE CITY OF IDAHO FALLS, IDAHO, A
MUNICIPAL CORPORATION OF THE STATE OF IDAHO, AUTHORIZING
THE MAYOR OF THE CITY OF IDAHO FALLS, IDAHO, TO RECEIVE
UNRESTRICTED GRANTS, DONATIONS, BEQUESTS, OR GIFTS OF
PERSONAL OR INTANGIBLE PROPERTY ON BEHALF OF THE CITY AND
PROVIDING THAT THIS RESOLUTION BE EFFECTIVE UPON ITS
PASSAGE, APPROVAL, AND PUBLICATION ACCORDING TO LAW."

Corrin Wilde, City Clerk

(SEAL)

Community Development Services



MEMORANDUM

TO: Honorable Mayor and Council

FROM: Wade Sanner, Community Development Services Director

DATE: February 12, 2024

RE: February 6, 2024, Planning Commission Action

Planning Commission took the following action during the February 6, 2024, meeting.

1. **ANNX23-007: ANNEXATION/INITIAL ZONING. Annexation and Initial Zoning of R2, Mixed Residential and R3A, Residential Mixed Use for approximately 27.760 Acres in the NW ¼ of Section 4, Township 1 North, Range 38 East. Located north of Sandpiper Way, east of S 15th E, south of E 49th S, west of Wild Dunes Lane.** On February 6, 2024, the Planning Commission voted 4-2 to recommend approval of the annexation to the Mayor and City Council.
2. **ANNX23-008: ANNEXATION/INITIAL ZONING. Annexation and Initial Zoning of P. Public for approximately 1.791 Acres in the SW ¼ of Section 6, Township 1 North, Range 38 East. Located north of W 65th S, east of Columbia Street, south of Cold Springs Drive, west of S Holmes Avenue.** On February 6, 2024, the Planning and Zoning Commission unanimously voted to recommend approval of the annexation and initial zoning of P, Public to the Mayor and City Council as presented.
3. **PLAT23-032: FINAL PLAT. MLV Industrial Park. Resubdivide Lot 1, Block 1, Al-Sid Addition. Located north of W Sunnyside Road, east of McNeil Drive, south of W 25th E, west of Rollandet Avenue.** On February 6, 2024, the Planning and Zoning Commission voted 5-2 to recommend approval of the final plat to the Mayor and City Council as presented.
4. **PLAT23-034: PRELIMINARY PLAT. Wood Crossing. Part of the NW ¼ of Section 4, Township 1 North, Range 38 East. Located north of Sandpiper Way, east of S 15th E, south of E 49th S, west of Wild Dunes Lane.** On February 6, 2024, the Planning and Zoning Commission voted to recommend approval of the preliminary plat to the Mayor and City Council as presented with a vote of 4-2.
5. **PLAT23-035: FINAL PLAT. Snake River Landing Division No. 3, Third Amended. Lot 2, Block 3 of Snake River Landing Division No. 3 in the SW ¼ of Section 24, Township 2 North, Range 37 East. Located north of Pier View Drive, east of Bluff Street, south of the Porter Canal, west of Snake River Parkway.** On February 6, 2024, the Planning and Zoning Commission unanimously voted to recommend approval of the final plat to the Mayor and City Council as presented.

6. **RZON24-001; REZONE. U Pick Red Barn. From I&M, Industrial and Manufacturing to LC, Limited Commercial and LM, Light Manufacturing and Heavy Commercial. Lots 10 & 11, Block 1 of McNeil Business Park Division No. 4 plus 1.434 Acres of the S ½ of the E ½ of the NE ¼ of the SE ¼ of Section 25, Township 2 North, Range 37 East. Located north of W Sunnyside Road, east of McNeil Drive, south of W 25th Street, and west of Rollandet Avenue.** On February 6, 2024, the Planning and Zoning Commission voted to recommend approval of the rezone from I&M to LC and LM to the Mayor and City Council as presented with a vote of 4-3.

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



PARKS & RECREATION COMMISSION MEETING

November 6th, 2022

Maeck Education Center

12:00 Noon

Members in Attendance: B. Combo, B. Nitschke, T. Hersh, C. White, J. Walker, L. Burtenshaw, P. Holm, T. McCammon, J. Stephens, C. Horsley (guest: Brian Stevens from Community Development Services)

Members Not in Attendance: M. Hill, T. Hobson, P. Lloyd

Call to Order – P. Holm

B. Combo called the meeting to order at 12:07 pm.

Approval of Minutes

T. Hersh moved to approve the October 2nd minutes. C. White seconded. All were in favor.

Director's Report – P. Holm

P. Holm reported on the following:

Upcoming/Pending Topics

- P. Holm plans to take the LWCF update to City Council and request approval to close out the District 91 LWCF funds before the end of the year. He hopes we will be in LWCF compliance by spring (best case scenario), and hopefully we are at a point to request LWCF funds by January 2025. He explained the long process involved, including waiting for the appraisals on properties to be finished and then forwarded on to the Secretary of Interior.
- P. Holm will be taking the playground purchase approvals to City Council for the new playgrounds to be constructed in South Capital Park and 20th St. Park. P. Holm would also like to propose a renaming of the 20th St. park. He would like it to be renamed Campbell Park, in honor of our retired Superintendent Ronnie Campbell who currently lives and grew up in that neighborhood.
- A park tour for new City Council member/s will be scheduled after the election, closer to spring.

Issues and Updates

- The War Bonnet Round Up just won Idaho's Medium Rodeo of the Year award for the 2nd year in a row.
- Boo at the Zoo was a huge success with more than 11,000 visitors in three days.

- Parks and Recreation along with Kevin Call and others, are planning a UTV light parade around the entire riverwalk on Friday, December 22nd at 7:00 pm. UTV owners wishing to participate will not be charged an entry fee if they donate five cans of food which will be given to the Community Food Basket. The parade will begin at the Mountain America Center.
- The Downtown Tree Lighting Ceremony is scheduled for Friday, November 18th at 6:00 pm at the Broadway Plaza.
- The Parks and Recreation Department will be grooming all three golf courses, as well as Tautphaus Park for cross country skiing this year. We will except donations at the golf courses from the skiers, to offset the cost of staffing the courses during ski hours.
- The Parks and Recreation Department will no longer be able to rent out the ice arena during the spring and summer months for family, company and community events that are non-sports in nature. This is due to the building code requirements to have a fire suppression system for public (non-sporting) events. Due to this new development, the Parks Department is planning, pending City Council approval, to turn the ice arena into a pickleball facility during the spring and summer months.
- P. Holm met with Rob Spears about a possible collaboration with the Idaho Falls Auditorium District to construct an indoor sports facility. The indoor facility would enable several types of sports tournaments to be held in Idaho Falls year round. The IFAD which receives 5% hotel tax would benefit from the increase in out-of-town visitors.
- The Westside Sports Complex and the lease of the airport property was discussed. P. Holm was advised that the current lease will likely be extended after our three year term expires, and this will give the Parks and Recreation Department more time to plan the development of the soccer fields to the west of the complex. There was extensive discussion by the commission on this subject.
- The Parks and Recreation Department will be working on developing Capital Improvement Plans (CIP's). CIP's help take the details of a master plan to the next level. The process was explained by Brian Stevens from Community Development Services.
- The Domestic Violence Center would like to use the Activity Center which is currently owned and managed by the Parks and Recreation Department. The cost to maintain this facility is approximately \$210,000 per year, and the revenue from the room rentals is only around \$40,000. Parks and Recreation will propose that we keep our chemical storage shed in the back building of the facility and allow the Domestic Violence Center to use the main building. This will save the Department money, and will also allow the Department to stay in compliance with the building donation agreement.

Highlights and Bright Spots

- The trees planted this fall in park locations is as follows:
 - a) Community Park – thirteen trees.
 - b) Freeman Park – one tree.
 - c) Lincoln Park – one tree.
 - d) Sugarmill Sub Station – three trees.

- e) The Dunes property – one tree.
- f) Tautphaus Park – three trees.
- g) Willow Brook property – three trees.
- h) Central Park – one tree.
- i) The Meppen Pond – eight trees.
- j) Ryder Park – two trees.
- Commissioner B. Nitschke asked why the trees that died from winter kill in Reinhart Park had not been replaced. J. Stephens explained there was a shortage of arbovitae trees and so the department is considering replacing them with weeping spruce trees.

Golf Advisory Report – T. Hersh

No time for report.

Bonneville County – J. Walker

No time for report.

School District 91 – P. Lloyd (absent)

School District 93 – T. Hobson (absent)

Shade Tree Committee – M. Hill (absent)

Adjournment at 1:32 pm.

Next meeting will be held December 4, 2023

*Recorded by:
Tracy Sessions, Clerk, Parks & Recreation*

Idaho Falls Downtown Development board meeting was held January 9, 2024, at 9:00am in the Willard Arts Center. Those in attendance: Kevin Cutler, Tasha Taylor, Jill Hansen, Greg Crockett, Cindy Napier, Brandi Newton, Jess & Tara Mendoza, Sid Page, Michelle Colvert – Chamber of Commerce, visitor – Jim Pletscher; Lisa Farris – Grant Administrator; staff: Mala Lyon, Courtney Hernandez and Juan Hernandez

Minutes from December 5, 2023- Cindy motion to approve, seconded by Tasha – approved by the board.

Financial report – Brandi – under contract with city to do downtown parking enforcement and we need to request payment. Do we know how much is currently in the BID account with the city? No but will find out. Funds above the agreed amount can be requested and then received if the city council approves the request. Greg motion to approve, seconded by Jill – approved by the board

Mala – A Street/Yellowstone lot was struck Dec 14, 2023 and badly damaged. We filed a police report and filed a claim with our insurance, but it was denied. Recommended that we just remove the parking booth. We will find out the cost to have the electricity taped off that is on the east side of the booth.

Bid for flower planting and maintenance for summer of 2024. Need to find out what all Parks and Rec will be watering – flower pots, hanging flower baskets and trees? - before agreeing to bid. An email to vote on the bid will be sent out.

Courtney – **WinterBrew** will be Feb 24th in the Broadway Plaza. Parks & Rec has agreed to clear out the snow for us that one time.

This Friday and Saturday are the last days for the ice skating rink. We have had 350 skaters come this year. We will need help taking the rink apart and storing it. Kevin suggested we get inmates from the jail to help.

The **holiday wreaths** were all taken down by the IFDDC staff and a service missionary volunteer.

The **horse drawn trolley** was very successful and we had enough sponsorship money to add an extra Saturday after Christmas. We are planning to do that next year and advertise they will be downtown after Christmas too.

New updated brochure is in the works. It is being paid for by YTT and will have multiple pages of info.

Downtown Gift Certificates – talked with 2 companies about doing gift ‘credit’ cards that can only be used in downtown businesses. We currently have paper gift certificates for \$10 each. Is there high demand? Most are bought to be given as gifts to others and they sometimes request an amount other than \$10. We sold about \$700 worth of gift certificates last year. It needs to be promoted and invest in marketing it. If these ‘credit’ cards are not user friendly for the customer and the merchant it will become a negative.

Lighting grant – met with Lisa and I.F. Power – the poles in the alleys are being removed which means the security lights that are on the poles will be gone. We are looking at the lighting along Yellowstone from Broadway to Constitution and then west on Constitution to have the decorative light poles installed. There needs to be more lighting by the ‘hawk’ light at B Street and Yellowstone for pedestrian traffic.

Some of the businesses have expressed wanting to have the over the street strings of lights at their intersection but that does not qualify for this lighting grant.

Social media person – Kelsie is no longer working with us and we would like to hire a new social media person to do the newsletters, spotlights and social media posts. We need to review all the IFDDC employee responsibilities as we are a new organization compared to what we were 5 years ago.

Lisa – we have \$39,000 from 2023 and will apply in March for 2024. New interest in applying for grants: Chesbro Music Co. and Lyn's. The Vogue is also interested but we need to decide if they qualify

Michelle Colvert – the Chamber would like to partner with the IFDDC more. We are looking at creating a 'City Pass', a check-in challenge' where you go find landmarks and creating a loyalty card. The Chamber Annual Meeting is Jan. 23rd and we are encouraged to come.

Meeting was adjourned at 10:00am

Our next board meeting will be held February 6, 2023

Respectfully submitted - Jill Hansen, secretary, and Mala Lyon