

**CITY OF IDAHO FALLS, IDAHO
COUNCIL MEETING AGENDA
REGULAR MEETING**

Thursday, June 25, 2015

7:30 p.m.

**COUNCIL CHAMBERS
680 PARK AVENUE**

The Mayor, City Council, and Staff welcome you to tonight's meeting. We appreciate and encourage public participation. If you wish to express your thoughts on a matter listed below, please contact Councilmembers by email or personally before the meeting. If you wish to comment on a matter that is not on this Agenda, you may comment during Agenda Item Number 3 below. 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. Note: Items listed under "RECOMMENDED ACTION" on this agenda are only potential outcomes. City Council Meetings are live streamed at www.idahofallsidaho.gov, then archived. Thank you for your interest in City Government.

1. **Call to Order and Roll Call.**
2. **Pledge of Allegiance.**
3. **Public Comment and Mayor's Response Time (Limit 15 Minutes):** *This is the opportunity for members of the public to speak to the City Council regarding matters that are not on the Agenda; not noticed for a public hearing; not currently pending before the Planning Commission or Board of Adjustment; not the subject of a pending enforcement action; and not relative to a City personnel matter. If you want to speak, please state your name and address for the record and please limit your remarks to three (3) minutes. The Mayor and/or staff may respond to comments from a previous meeting. NOTE: The Mayor may exercise discretion to decide if and when to allow public comment on an Agenda Item that does not include a public hearing. If the Mayor determines that your comments may be made later in the meeting, she will let you know when you may make your comments.*
4. **CONSENT AGENDA:** Any item will be removed from the Consent Agenda at the request of any member of the Council and that item will be considered separately later. Approval by roll call vote:

A. Items from the City Clerk:

1. Approval of Minutes from the May 28, 2015 Regular Council Meeting and the June 8, 2015 Council Work Session.
2. Approval of License Applications, including a Transfer of Beer Not To Be Consumed on Premise License to Hotel Developers DBA Hampton Inn, all carrying the required approvals.
3. Approval of the Monthly Expenditure Summary for the month of May, 2015.
4. Approval of Monthly Treasurer's Report for the month of May, 2015.

5. Request for Council ratification for the publication of legal notices calling for public hearings on June 25, 2015.

B. Items from the Municipal Services Department:

1. Bid IF-15-22 Three (3) Substation Relay Panels.

It is the recommendation of Idaho Falls Power and Municipal Services to accept the lowest responsive responsible bid of Schweitzer Engineering Laboratories to furnish Three (3) Substation Relay Panels to include all relays, equipment, and wiring materials at a unit price of \$24,042.00 with a Lump Sum price of \$72,126.00.

2. Bid IF-15-23 Five (5) 15 kV Circuit Breakers-Dead Tank Type.

It is the recommendation of Idaho Falls Power and Municipal Services to accept the lowest responsive responsible bid meeting specifications to Schneider Electric USA Inc. in the lump sum amount of \$60,473.00.

3. Bid IF-15-24 Three (3) 72.5 kV Circuit Breakers-Dead Tank Type.

It is the recommendation of Idaho Falls Power and Municipal Services to accept the lowest responsive responsible bid meeting specifications to Siemens Energy Inc. in the lump sum amount of \$108,945.00.

C. Item from the Fire Department:

1. Fire Logistics Officer.

As the next step to our Department's re-organization that began in January we are requesting to add a new position titled Fire Logistics Officer. This position will have no fiscal impact or increase to our budget. This position is crucial to the success of the administration of the department. This position handles all of our logistical needs including organizing the fire maintenance, hydrants, and facility management. This position also administers our internal programs for training, supplies, and equipment, in addition to, facilitating our EMS billing collections. Working with the HR Director, we have added a new Job Specification. With the re-organization, this position will not incur additional budget costs and is completely funded through our current salary budget. This request is coming now because we have a person in this position on a temporary assignment and we are losing the budget savings from the re-organization until it is filled.

RECOMMENDED ACTION: To approve all items on the Consent Agenda according to the recommendations presented.

5. **REGULAR AGENDA:**

A. **Municipal Services Department:**

1. **Bid IF-15-17 One (1) New 2015 or Newer Type I Ambulance:** The apparent low bid submitted by Taylor Made Ambulance did not meet the required bid specifications by submitting the documentation and drawings of the proposed ambulance.

It is therefore the recommendation of Municipal Services that we accept the bid of Sawtooth Emergency Vehicles to furnish a new 2016 Ford F450 cab and chassis mounted with an Osage Type I ambulance body for an amount of \$188,928.00 with Trade-In Unit #835. This recommendation has been reviewed by the City Attorney.

RECOMMENDED ACTION: To accept the bid of Sawtooth Emergency Vehicles to furnish a new 2016 Ford F450 cab and chassis mounted with an Osage Type I ambulance body for an amount of \$188,928.00 with Trade-In Unit #835 (or take other action deemed appropriate).

2. **General Liability, Property, Vehicle Liability, Airport Liability, E & O of Public Officials, Police Professional, Fidelity, Excess Liability and Boiler & Machinery Coverage Placement:** It is respectfully requested that the Mayor and Council authorize the placement for the above coverage with ICRMP. The broker is The Hartwell Corporation. The Contract is for one year beginning October 1, 2015, and the premium is \$657,344.00.

The premium represents an increase of \$43,577.00 from the previous year. The increase is a result of two main factors. Insured property values are up approximately \$60,000,000.00 from the previous policy. New property value added to our policy, mainly due to the upgrades at the Sewer Treatment Plant, accounted for a \$12,655,000.00 increase. An appraisal of City property value to make sure we had proper coverage for replacement cost increased insured value by over \$42,050,000.00. Total reported property value for the proposed policy is \$247,750,892.00. Property value covered in the current policy is \$187,629,544.00. The liability portion of our premium is determined by total payroll which has increased over three (3) percent.

This year the City qualified for the ICRMP 5% Member Discount Program. That savings of \$32,867.00 will be deducted from the cost of our premium which will result in a net premium increase of only \$10,710.00.

RECOMMENDED ACTION: To authorize the placement for the above coverage with ICRMP. The broker is The Hartwell Corporation. The Contract is for one year beginning October 1, 2015, and the premium is \$657,344.00 (or take other action deemed appropriate).

3. **Bid IF-15-12A Fabricate and Install Signage and Graphic Elements and Bid IF-15B Design, Fabricate and Install Signage and Graphic Element Monument:** It is the recommendation of Municipal Services and of the Parks and Recreation Department to reject all bids received for the above referenced bids. The bids that were received had lump sum totals that significantly exceeded the budget for this project.

RECOMMENDED ACTION: To reject all bids received for Bid IF-15-12A Fabricate and Install Signage and Graphic Elements and Bid IF-15B Design, Fabricate and Install Signage and Graphic Element Monument (or take other action deemed appropriate).

B. **Idaho Falls Power:**

1. **BPA Energy Conservation Agreement, Contract No. 11ES-11240:**

Attached is Amendment No. 2 to Idaho Falls Power's Energy Conservation Agreement with the Bonneville Power Administration. This amendment extends the expiration date of the original agreement by two years to September 30, 2017. This agreement is the mechanism which enables Idaho Falls Power to receive our conservation program funding monies from BPA.

Idaho Falls Power respectfully requests City Council approve Amendment No. 2 of the BPA contract 11ES-11240 and authorize Mayor to execute the document.

RECOMMENDED ACTION: To approve Amendment No. 2 of the BPA contract 11ES-11240 and authorize the Mayor to execute the necessary documents (or take other action deemed appropriate).

2. **Tabulation and Bid Award for General Contractor for the Old Lower Plant Upgrade and Rewind Project:** Attached for your consideration is the bid tabulation for general contractor work at the Old Lower Plant upgrade and rewind project. City Council accepted the bidder prequalification list on February 12 which resulted in three bidders being prequalified. This project is a subset of the Old Lower Plant Upgrade and Rewind Project in the Capital Improvement Plan and is included in the FY15 budget.

The apparent low bid has been reviewed by our engineer, Mooney Consulting, and found to meet the bid requirements for the project. The bid did include potential deducts that will be explored as construction progresses.

Idaho Falls Power recommends that the City Council award the bid to the lowest responsive responsible bidder, Hydro Consulting and Maintenance Services Inc., in the amount of \$4,858,776.46.

RECOMMENDED ACTION: To award the bid to the lowest responsive responsible bidder, Hydro Consulting and Maintenance Services Inc., in the amount of \$4,858,776.46 and give authorization for the Mayor and City Clerk to sign any necessary documents (or take other action deemed appropriate).

3. **Approve Task Order with HDR Engineering for Holmes Avenue and 17th Street Design:** The City has a master services agreement with HDR Engineering Inc. for professional services. The master services agreement is the blanket agreement governing all work between Idaho Falls Power and HDR Engineering Inc. For each work item a task order is executed at the time the service is requested. The task orders include a scope of services and a not-to-exceed amount.

Idaho Falls Power, in accordance with Idaho State Statute 67-2320, solicited proposals for engineering services involving the design of the double circuit 46 kV pole configuration at the intersection of Holmes Avenue and 17th Street. Three firms submitted responses and were evaluated with the highest scored firm, HDR, receiving our recommendation for award.

Idaho Falls Power respectfully requests City Council approve Task Order 007 to HDR Inc. for a not-to-exceed amount of \$55,382.20.

RECOMMENDED ACTION: To approve Task Order 007 to HDR Inc. for a not-to-exceed amount of \$55,382.20 (or take other action deemed appropriate).

C. **Public Works Department:**

1. **Bid Award - Bel Aire Concrete Improvements - 2015:** On June 16, 2015, bids were received and opened for the Bel Aire Concrete Improvements - 2015 project.

Public Works recommends approval of the plans and specifications, award to the lowest responsive, responsible bidder, DePatco, Inc., in an amount of \$35,484.00 and, authorization for the Mayor and City Clerk to sign contract documents.

RECOMMENDED ACTION: To award the lowest responsive, responsible bidder, DePatco, Inc., in an amount of \$35,484.00 and give authorization for the Mayor and City Clerk to sign the necessary documents (or take other action deemed appropriate).

2. **Easement Vacation - Westland Heights, Division 3:** Harper-Leavitt Engineering on behalf of property owner of Westland Heights Division 3, Walgreens at Broadway/Skyline is requesting a vacation of a ten foot wide power easement that has become obsolete because of a newly dedicated utility easement within Division 3 of Westland Heights Subdivision. This vacation is solely for electrical utilities and the easement for other public services is to remain.

Public Works requests authorization for the City Attorney to prepare documents needed to accomplish the vacation.

RECOMMENDED ACTION: To give authorization for the City Attorney to prepare documents needed to accomplish the vacation of an obsolete ten foot wide power easement (or take other action deemed appropriate).

3. **Idaho Transportation Department State/Local Agreement - West Snake River Greenbelt Pathway Project:** Attached is a State/Local Construction Agreement with the Idaho Transportation Department and accompanying Resolution with respect to the West Snake River Greenbelt Pathway project.

The total cost of this agreement is \$796,000.00 of which \$337,663.20 (42%) is federally funded. The City match for the difference will come in part from the Parks and Recreation budget, RDA reimbursement funds, and work in kind. This agreement has been reviewed by the City Attorney.

Public Works recommends adoption of the resolution, approval of this agreement; and, authorization for Mayor and City Clerk to sign the necessary documents.

RECOMMENDED ACTION: To approve the State/Local Construction Agreement with the Idaho Transportation Department and accompanying Resolution and give authorization for the Mayor and City Clerk to sign the necessary documents (or take other action deemed appropriate).

D. **Parks and Recreation Department:**

1. **Hunt Design Change Order #1:** On August 8th, 2013 a bid was awarded to Hunt Design for the creation of a Master Signage and Wayfinding plan for the Idaho Falls Zoo at Tautphaus Park in the amount of \$38,250.00.

Due to additional services being performed beyond the original scope of work, the Department of Parks and Recreation respectfully requests an increase in the awarded contract of \$14,000.00 bringing the original award of \$38,250.00 to a total of \$52,250.00, and requests authorization for the Mayor and City Clerk to accept the executed contract as written.

RECOMMENDED ACTION: To approve an increase in the awarded contract to Hunt Design in the amount of \$14,000.00 bringing the original award of \$38,250.00 to a total of \$52,250.00, and request authorization for the Mayor and City Clerk to accept the executed contract as written (or take other action deemed appropriate).

2. **Pierson Land Works, LLC Change Order #1:** On October 9th, 2014, City Council approved a Professional Services Agreement with Pierson Land Works, LLC for Westside Trail Improvements Plan Review in the amount of \$6,000.00.

Due to additional services performed beyond the original scope of work, the Department of Parks and Recreation respectfully requests an increase of \$6,375.58, bringing the original award of \$6,000.00 to a total of \$12,375.58 and requests authorization for the Mayor and City Clerk to execute the Change Order as written.

RECOMMENDED ACTION: To approve an increase of \$6,375.58 to Pierson Land Works, LLC, bringing the original award of \$6,000.00 to a total of \$12,375.58 and request authorization for the Mayor and City Clerk to execute the Change Order as written (or take other action deemed appropriate).

3. **Community Forestry Ordinance Changes:** This is a draft Shade Tree Ordinance with proposed changes to clarify general language and definition of "Street Trees". The changes have been reviewed and approved by the City Attorney.

The Department of Parks and Recreation respectfully requests the authorization and approval of said changes by City Council.

RECOMMENDED ACTION: To approve the Shade Tree Ordinance with proposed changes to clarify general language and definition of "Street Trees" under the suspension of the rules requiring three complete and separate readings and that it be read by title and published by summary (or consider the Ordinance on the first reading and that it be read by title, or reject the Ordinance).

4. **Golf Advisory Board Ordinance Changes:** This is a draft Golf Advisory Board Ordinance with proposed changes to clarify general language, seat delineations and attendance requirements. The changes have been reviewed and approved by the City Attorney.

The Department of Parks and Recreation respectfully requests the authorization and approval of said changes by City Council.

RECOMMENDED ACTION: To approve the Golf Advisory Board Ordinance with proposed changes to clarify general language, seat delineations and attendance requirements under the suspension of the rules requiring three complete and separate readings and that it be read by title and published by summary (or consider the Ordinance on the first reading and that it be read by title, or reject the Ordinance).

5. **Ice Arena Advisory Board Ordinance Change:** This is a draft Ordinance for the repeal of Title 2 Chapter 14 Ice Arena Advisory Committee. The document has been reviewed and approved by the City Attorney. The Department of Parks and Recreation respectfully requests the authorization and approval of said document by City Council.

RECOMMENDED ACTION: To approve the Ordinance for the repeal of Title 2 Chapter 14 Ice Arena Advisory Committee under the suspension of the rules requiring three complete and separate readings and that it be read by title and published by summary (or consider the Ordinance on the first reading and that it be read by title, or reject the Ordinance).

E. **Community Development Services Department:**

1. **CDBG 2014 CAPER Resolution:** Attached is the Resolution approving the 2014 CDBG Consolidated Annual Performance and Evaluation Report (CAPER). The CAPER was reviewed by the Council at the May 28, 2015 City Council meeting. No comments were received during the public comment period. The Resolution is now being submitted to the Mayor and City Council for approval.

RECOMMENDED ACTION: To approve the Resolution for the 2014 CDBG Consolidated Annual Performance and Evaluation Report (CAPER) and give authorization for the Mayor to execute the necessary documents (or take other action deemed appropriate).

2. **Final Plat and Reasoned Statement of Relevant Criteria and Standards, Westland Heights, Division No. 3, 1st Amended:** This is the application for Final Plat and Reasoned Statement of Relevant Criteria and Standards for Westland Heights, Division No. 3, 1st Amended. The Planning and Zoning Commission considered the plat at its May 5, 2015 meeting and recommended approval by unanimous vote. Staff concurs with this recommendation. This item is now being forwarded to the Mayor and City Council for consideration.

RECOMMENDED ACTION: The following recommendations in sequential order (or take other action deemed appropriate):

- a. To approve the Final Plat for Westland Heights, Division No. 3, 1st Amended and give authorization for the Mayor, City Engineer, and City Clerk to sign said Final Plat.
- b. To approve the Reasoned Statement of Relevant Criteria and Standards for the Final Plat for Westland Heights, Division No. 3, 1st Amended and give authorization for the Mayor to execute the necessary documents.

3. **Final Plat and Reasoned Statement of Relevant Criteria and Standards, Sunnyside Retail at SRL, Division No. 1, 2nd Amended:** This is the application for Final Plat and Reasoned Statement of Relevant Criteria and Standards for Sunnyside Retail at SRL, Division No. 1, 2nd Amended. The Planning and Zoning Commission considered the plat at its June 2nd, 2015 meeting and recommended approval by unanimous vote. Staff concurs with this recommendation. This item is now being forwarded to the Mayor and City Council for consideration.

RECOMMENDED ACTION: The following recommendations in sequential order (or take other action deemed appropriate):

- a. To approve the Final Plat for Sunnyside Retail at SRL, Division No. 1, 2nd Amended and give authorization for the Mayor, City Engineer, and City Clerk to sign said Final Plat.
- b. To approve the Reasoned Statement of Relevant Criteria and Standards for the Final Plat for Sunnyside Retail at SRL, Division No. 1, 2nd Amended and give authorization for the Mayor to execute the necessary documents.

4. **Final Plat and Reasoned Statement of Relevant Criteria and Standards, Rose Nielson, Division No. 101, 3rd Amended:** This is the application for Final Plat and Reasoned Statement of Relevant Criteria and Standards for Rose Nielson, Division No. 101, 3rd Amended. The Planning and Zoning Commission considered the plat at its April 7th, 2015 meeting and recommended approval with the conditions listed in the staff report by unanimous vote. Staff concurs with this recommendation. This item is now being forwarded to the Mayor and City Council for consideration.

RECOMMENDED ACTION: The following recommendations in sequential order (or take other action deemed appropriate):

- a. To approve the Final Plat for Rose Nielson, Division No. 101, 3rd Amended and give authorization for the Mayor, City Engineer, and City Clerk to sign said Final Plat.
- b. To approve the Reasoned Statement of Relevant Criteria and Standards for the Final Plat for Rose Nielson, Division No. 101, 3rd Amended and give authorization for the Mayor to execute the necessary documents.

5. **Annexation and Initial Zoning of GC-1, Annexation Agreement, Annexation Ordinance, Zoning Ordinance, and Reasoned Statement of Relevant Criteria and Standards, M&B: 2.345 Acres, SE ¼, Sec 7, T 2N, R 38E:** This is the application for Annexation and Initial Zoning of GC-1, Annexation Agreement, Annexation Ordinance, Zoning Ordinance, and Reasoned Statement of Relevant Criteria and Standards, M&B: 2.345 Acres, SE ¼, Sec 7, T 2N, R 38E. The Planning and Zoning Commission considered the applications at its March 3rd, 2015 meeting and recommended approval by unanimous vote. Staff concurs with this recommendation. This item is now being forwarded to the Mayor and City Council for consideration.

RECOMMENDED ACTION: The following recommendations in sequential order (or take other action deemed appropriate):

- a. To approve the Annexation Agreement for M&B: 2.345 Acres, SE ¼, Sec 7, T 2N, R 38E, and give authorization for the Mayor and City Clerk to execute the necessary documents.
- b. To approve the Ordinance annexing M&B: 2.345 Acres, SE ¼, Sec 7, T 2N, R 38E, under the suspension of the rules requiring three complete and separate readings and that it be read by title and published by summary (or consider the Ordinance on the first reading and that it be read by title, or reject the Ordinance).
- c. To approve the Reasoned Statement of Relevant Criteria and Standards for the annexation of M&B: 2.345 Acres, SE ¼, Sec 7, T 2N, R 38E, and give authorization for the Mayor to execute the necessary documents.

d. To approve the Ordinance assigning a Comprehensive Plan Designation of Commercial and Higher Education Center and establishing the initial zoning for M&B: 2.345 Acres, SE ¼, Sec 7, T 2N, R 38E as GC-1 (General Commercial), under the suspension of the rules requiring three complete and separate readings and that it be read by title and published by summary (or consider the Ordinance on the first reading and that it be read by title, or reject the Ordinance), that the Comprehensive Plan be amended to include the area annexed herewith, and that the City Planner be instructed to reflect said annexation, zoning, and amendment to the Comprehensive Plan on the Comprehensive Plan and Zoning Maps located in the Planning Office.

e. To approve the Reasoned Statement of Relevant Criteria and Standards for the Initial Zoning of M&B: 2.345 Acres, SE ¼, Sec 7, T 2N, R 38E, and give authorization for the Mayor to execute the necessary documents.

f. To accept the Final Plat for M&B: 2.345 Acres, SE ¼, Sec 7, T 2N, R 38E, and give authorization for the Mayor, City Engineer, and City Clerk to sign said Final Plat.

g. To approve the Reasoned Statement of Relevant Criteria and Standards for the Final Plat for M&B: 2.345 Acres, SE ¼, Sec 7, T 2N, R 38E, and give authorization for the Mayor to execute the necessary documents.

Motion to Adjourn.

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 Telephone Number 612-8414 or the ADA Coordinator Lisa Farris at Telephone Number 612-8323 as soon as possible and they will make every effort to adequately meet your needs.

CONSENT AGENDA:

MAY 28, 2015 – Unapproved

The City Council of the City of Idaho Falls met in Regular Council Meeting, Thursday, May 28, 2015, 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 Casper
Councilmember Michael Lehto
Councilmember Ed Marohn
Councilmember Barbara Ehardt
Councilmember Tom Hally
Councilmember Sharon D. Parry
Councilmember David M. Smith

Also present:

Michael Kirkham, Assistant City Attorney
Kathy Hampton, City Clerk
All available Department Directors

Mayor Casper invited Gerardoread Ponce', a fourth-grade student from Dora Erickson, to come forward and lead those present in the Pledge of Allegiance.

Mayor Casper invited any public comments not related to items on the agenda.

Dora Erickson ESL (English as a Second Language) students Cristal, Alex, Angel G., Gerardoread, Angel A., and Alex each appeared with a brief statement regarding the Literary Lot program. Karen Hague, school teacher from Dora Erickson Elementary School, also appeared to briefly explain the Literary Lot Program. Ms. Hague stated a pilot of this program will take place at the Snake River Roaring Youth Jam this summer. Mayor Casper indicated she shared the letter submitted by Ms. Hague, describing the Literary Lot program, with Library Director Robert Wright and the Library Board.

CONSENT AGENDA ITEMS:

The City Clerk requested approval of Minutes from the April 23, 2015 and May 14, 2015 Idaho Falls Power Board Meeting, the May 11, 2015 Council Work Session, and the May 14, 2015 Regular Council Meeting.

The City Clerk requested authorization to issue licenses, including a Beer License to Kool Beanz Cafe, all carrying the required approvals.

Idaho Falls Power requested consideration of Revision No. 3 to Exhibit A of Transfer Service Support for Non-Federal Resources, contract number 10PB-12166 with the Bonneville Power Administration. This revision updates the reimbursement cost amount for FY2015 and adds resource reimbursement information for the FY2016-2017 Rate Period. This revision has been reviewed by the City Attorney.

It was moved by Councilmember Marohn, seconded by Councilmember Parry, to approve all items on the Consent Agenda according to the recommendations presented. Roll call as follows:

MAY 28, 2015 – Unapproved

Aye: Councilmember Ehardt
Councilmember Parry
Councilmember Smith
Councilmember Marohn
Councilmember Lehto
Councilmember Hally

Nay: None

Motion carried.

REGULAR AGENDA ITEMS:

Idaho Falls Airport submitted the following item for Council consideration:

MEMORANDUM

To: Honorable Mayor and City Council
From: Craig H. Davis, Airport Director
Subject: BASE CONTRACT WITH JVIATION INC. – AIR CARRIER APRON EXPANSION,
DEICING PAD AND EMPLOYEE PARKING LOT PROJECT – FAA AIP PROJECT
NO. 3-16-0018-040-2015

Attached for your consideration is a Base Contract between the City of Idaho Falls and Jviation Inc. for the design, engineering and construction administration portions of the Air Carrier Apron Expansion, Deicing Pad and Employee Parking Lot Project. The project will be funded through the FAA AIP Grant #40 at 93.75% with the remaining costs covered under the Airports approved budget.

City Attorney, Randy Fife, has reviewed said document.

The Airport Division respectfully requests approval and authorization for the Mayor and City Clerk to sign and execute said document.

s/ Craig H. Davis
Airport Director

Councilmember Smith stated this project would be part of the Capital Improvement, which the Idaho Falls Airport is eligible for on a yearly basis.

It was moved by Councilmember Smith, seconded by Councilmember Parry, to approve the Base Contract between the City of Idaho Falls and Jviation Inc. for the design, engineering and construction administration portions of the Air Carrier Apron Expansion, Deicing Pad and Employee Parking Lot Project and give authorization for the Mayor and City Clerk to sign and execute said document. Roll call as follows:

Aye: Councilmember Parry
Councilmember Ehardt
Councilmember Hally
Councilmember Smith

MAY 28, 2015 – Unapproved

Councilmember Marohn
Councilmember Lehto

Nay: None

Motion carried.

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

MEMORANDUM

To: Honorable Mayor and City Council
From: Craig Rockwood, Municipal Services Director
Subject: BID IF-15-20 BOBCAT TOOLCAT UTILITY VEHICLE

Attached for your consideration is the tabulation for the above subject bid.

BIDDER	Pro Rentals Idaho Falls, ID
One (1) New 2015 Bobcat Toolcat Turbo Charged Utility Vehicle	
Manufacturer	Bobcat
Model	Toolcat 5600-G
Year	2015
Delivery Time	60 Days ARO
PRICE WITHOUT TRADE-IN	\$51,498.99
Trade-in Allowance #2204	\$17,000.00
PRICE WITH TRADE-IN	\$34,498.99

It is the recommendation of Municipal Services and of the Parks and Recreation Department to accept the sole bid of Pro Rentals to furnish One (1) New 2015 Bobcat Toolcat Utility Vehicle for a lump sum total amount of \$34,498.99 with trade-in of unit #2204.

s/ Craig Rockwood

Councilmember Marohn stated this equipment is funded from the Municipal Equipment Replacement Fund (MERF) and is the most-used piece of equipment at the Idaho Falls Zoo.

It was moved by Councilmember Marohn, seconded by Councilmember Smith, to accept the sole bid of Pro Rentals to furnish One (1) New 2015 Bobcat Toolcat Utility Vehicle for a lump sum total amount of \$34,498.99 with trade-in of unit #2204. Roll call as follows:

Aye: Councilmember Ehardt
Councilmember Marohn
Councilmember Hally
Councilmember Parry
Councilmember Smith
Councilmember Lehto

Nay: None

Motion carried.

MAY 28, 2015 – Unapproved

The Public Works Department submitted the following item for Council consideration:

MEMORANDUM

To: Honorable Mayor and City Council
From: Chris H. Fredericksen, Public Works Director
Subject: PROFESSIONAL SERVICES AGREEMENT – OLD BUTTE ROAD EXTENSION;
PANCHERI DRIVE TO PIONEER ROAD DESIGN

Attached is a Professional Services Agreement with HDR Engineering, with respect to the Old Butte Road Extension; Pancheri Drive to Pioneer Road project. Under the agreement, HDR and its subconsultants will provide design services including environmental, structural, geotechnical and public involvement as necessary for a not-to-exceed amount of \$346,000.00. The City will be responsible for \$25,396.40 (7.34%) of this amount. This agreement has been reviewed by the City Attorney.

Public Works recommends approval of this professional services agreement; and, authorization for Mayor and City Clerk to sign the necessary documents.

s/ Chris H. Fredericksen

Councilmember Ehardt stated this project has been discussed for many years, which Director Fredericksen confirmed. He also stated the funding for this project is time sensitive. Director Fredericksen recommended the Council to research the Idaho Falls Arterial Loop Economic Assessment.

It was moved by Councilmember Ehardt, seconded by Councilmember Lehto, to approve the Professional Services Agreement with HDR Engineering, with respect to the Old Butte Road Extension; Pancheri Drive to Pioneer Road project for an amount of \$25,396.40. Roll call as follows:

Aye: Councilmember Lehto
Councilmember Parry
Councilmember Marohn
Councilmember Smith
Councilmember Hally
Councilmember Ehardt

Nay: None

Motion carried.

Idaho Falls Power submitted the following items for Council consideration:

MEMORANDUM

To: Honorable Mayor and City Council
From: Jackie Flowers, General Manager
Subject: TABULATION AND BID AWARD FOR ROOF REPLACEMENT AT IFP
ADMINISTRATIVE BUILDING

MAY 28, 2015 – Unapproved

At the April 21, 2015, City Council meeting, Council authorized staff to solicit bids for work necessary to replace the roof on the administrative building. Attached for your consideration is the bid tabulation for this project. The project was slated for next budget year in the Capital Improvement Plan. However, due to recent failures of the aged membrane, staff is requesting this item be advanced for completion this summer. While the item was not included in this year's budget, two large capital improvement projects in the Idaho Falls Power budget will roll into next budget year leaving money available in this year's authorized expenditure level. The expenditure would qualify for funding from our Rate Stabilization Fund as it is a Capital Improvement.

In addition to the base bid, staff recommends award of bid alternate 2 for \$8450 which will remove and replace the roof-top solar arrays at Idaho Falls Power.

Idaho Falls Power recommends that the City Council approve the design and award the base bid and bid alternate 2 to the lowest responsive, responsible bidder Smith Roofing, for a total amount of \$334,950.

NAME OF BIDDER	BASE BID
Thomas D. Robison Roofing, Inc.	\$343,880.00
	Alternate 1 - \$341,591.00
	Alternate 2 - \$8450.00
Smith Roofing	\$326,500.00
	Alternate 1 - \$333,900.00
	Alternate 2 - \$8450.00

It was moved by Councilmember Lehto, seconded by Councilmember Ehardt, to approve the design and award the base bid and bid alternate 2 to the lowest responsive, responsible bidder Smith Roofing, for a total amount of \$334,950. Roll call as follows:

Aye: Councilmember Parry
Councilmember Ehardt
Councilmember Smith
Councilmember Marohn
Councilmember Lehto
Councilmember Hally

Nay: None

Motion carried.

MEMORANDUM

To: Honorable Mayor and City Council
From: Jackie Flowers, General Manager
Subject: AUTHORIZE A PROFESSIONAL SERVICES CONTRACT FOR 15TH STREET
SUBSTATION STRUCTURAL ENGINEERING SERVICES

Idaho Falls Power issued a Request for Qualifications detailing structural engineering services required for the design of the 15th Street Substation rebuild. The Capital Improvement Plan sets 2016 as the construction year for this project with design services and equipment purchases included in the FY15 budget.

MAY 28, 2015 – Unapproved

The six firms responding to the solicitation were evaluated. Based upon this evaluation, Idaho Falls Power requests authorization to negotiate a contract with Electrical Consultants Inc. for an amount not to exceed \$50,000.

It was moved by Councilmember Lehto, seconded by Councilmember Ehardt, to give authorization to negotiate a contract with Electrical Consultants Inc. for an amount not to exceed \$50,000, for 15th Street Substation Structural Engineering Services. Roll call as follows:

Aye: Councilmember Hally
Councilmember Smith
Councilmember Lehto
Councilmember Ehardt
Councilmember Marohn
Councilmember Parry

Nay: None

Motion carried.

At the request of Councilmember Lehto, Director Jackie Flowers announced that John Barksdale, an employee of Idaho Falls Power, has completed the extensive requirements to receive his Professional Electrical Engineers License. She stated this is the second Idaho Falls Power employee to receive this license.

The Community Development Services Department submitted the following item for Council consideration:

MEMORANDUM

To: Honorable Mayor and City Council
From: Brad Cramer
Subject: PUBLIC HEARING – COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER)
2014

As part of the CDBG reporting requirements, the Consolidated Annual Performance and Evaluation Report (CAPER) for 2014 is due to HUD on June 30, 2015. A public hearing is scheduled for May 28, 2015 at 7:30 pm in the City Council Chamber. A 15 day public comment period will begin on May 29, 2015, and end on June 12, 2015.

After considering all comments, approval of a resolution adopting the CAPER will be requested during the City Council Meeting on June 25, 2015 at 7:30 pm.

Lisa Farris, the City of Idaho Falls Grants Administrator, appeared to review the following presentation:

Slide 1:

CDBG Basics – Criteria for Projects/Activities

Must meet 1 of 3 National Objectives (HUD):

-Benefit Low and Moderate Income Person

MAY 28, 2015 – Unapproved

- Idaho Falls family of 4 making less than \$48,950*
- Prevent/Eliminate conditions of Slum and Blight
 - Meet an Urgent Need

Must be a HUD Eligible Activity:

- Construction of Public Infrastructure
- Handicapped Access to Public Facilities
- Housing Rehab, Social Services, Business Rehab
- Acquisition, Clearance, and Disposition of property
- Relocation costs, Economic Development, Job Creation or Training

Additional Criteria

- Projects must meet the goals of City's *2011-15 Five Year Consolidated Plan*
- Selected for the *Annual Action Plan*

Slide 2:

Project/Activity must fit into 1 of 4 Priorities defined by HUD

Community Development Priority

Neighborhood revitalization activities that promote public health, safety and welfare.

Economic Development Priority

Improve economic conditions throughout the community, principally for Low to Moderate Income (LMI) persons.

Housing Development Priority

Encourage development of new, affordable single-, multi-family, and special needs housing through private developers and non-profits.

Public Service Priority

Encourage partnerships with social service providers, faith-based groups, private businesses, school districts, non-profit agencies, and community leaders to meet the needs of families in poverty.

Slide 3:

Making a Difference in 2014 Projects/Activities completed (includes Administration)

Code Enforcement:

(6) Neighborhood Cleanups in LMI Census Tract neighborhoods

IFDDC- (2) Façades:

Veterans Memorial Bldg. - Façade design

Idaho Mountain Trading East/West façade

Public Works:

Farmers Merchant Bank Building - Phase 1 Façade/upper windows
(21) properties improved with sidewalk/curb/gutter in LMI neighborhood – Census Tract 9707

Public Works:

(1) water line replacement for LMI client/neighborhood

LIFE,Inc.:

(4) ADA housing rehab projects for LMI clients with a disability

CLUB,Inc.:

(68) assists with Case Management/services for homelessness

Senior Center:

Improvements to basement ceiling and electrical panel

EICAP- GRG:

(6) grandparents raising grandchildren assisted with legal aid

Habitat 4 Humanity:

(1) Property being acquired for homeownership for an LMI family

TRPTA:

(1) TRPTA bus route on N Saturn receiving curb/gutter/sidewalk improvements with bus bench and sign (Re-directed funds)

MAY 28, 2015 – Unapproved

BMPO/SR2S: (4) LMI area schools/neighborhoods received edu/encouragement
Idaho Legal Aid: (11) victims of domestic violence received legal aid assistance
Fair Housing: Workshop in Pocatello (95 attendees). City co-sponsored/attended
Point in Time Count: 2014/15 - 22 Unsheltered and 182 sheltered (13 more than 2013)

Slide 4:

Current Balances - 05/28/2015

<i>Year</i>	<i>Award</i>	<i>Balance</i>	<i>% remaining</i>
FY2004	\$ 491,000	\$0	0%
FY2005	\$ 465,543	\$0	0%
FY2006	\$ 418,940	\$0	0%
FY2007	\$ 417,257	\$0	0%
FY2008	\$ 402,199	\$0	0%
FY2009	\$ 407,064	\$0	0%
<i>CDBG-R</i>	<i>\$ 109,234</i>	<i>\$0</i>	<i>0%</i>
FY2010	\$ 441,751	\$0	0%
FY2011	\$ 369,546	\$0	0%
FY2012	\$ 314,082	\$0	0%
FY2013	\$ 361,453	\$64,000.00	~17.70%
FY2014	\$ 342,373	\$75,488.08	~22.05%
Totals	\$ 4,540,442	\$139,488.08	~39.75%

FY2015 CDBG allocation of \$342,928 - Pending HUD Approval

Remaining slides documented 'before' and 'after' photos of specific properties.

Lisa Farris stated the full presentation is on the City's website, currently in draft format for any possible changes.

Mayor Casper opened the public hearing and requested any comments from members of the public. No one appeared for testimony, Mayor Casper closed the hearing.

Councilmember Ehardt expressed her appreciation for the CDBG program. Councilmember Parry also expressed her appreciation for Ms. Farris and believes the downtown area in the City of Idaho Falls has a unique tourism experience.

It was moved by Councilmember Parry, seconded by Councilmember Lehto, to adopt the 2014 CAPER. Roll call as follows:

Aye: Councilmember Smith
Councilmember Hally
Councilmember Parry
Councilmember Lehto
Councilmember Ehardt
Councilmember Marohn

Nay: None

Motion carried.

MAY 28, 2015 – Unapproved

There being no further business, it was moved by Councilmember Marohn, seconded by Councilmember Hally, that the meeting adjourn at 8:20 p.m.

CITY CLERK

MAYOR

City of Idaho Falls
Expenditure Summary
From 5/01/2015 To 5/31/2015

Fund	Total Expenditure
General Fund	1,000,799.88
Street Fund	73,954.38
Recreation Fund	28,636.77
Library Fund	40,651.68
MERF Fund	714,066.60
EL Public Purpose Fund	4,325.35
Golf Fund	132,151.28
Self-Insurance Fund	42,950.84
Street Capital Imp Fund	545,220.39
Parks Capital Imp Fund	14,419.99
Airport Fund	162,337.72
Water & Sewer Fund	916,962.23
Sanitation Fund	6,538.16
Ambulance Fund	24,815.28
Electric Light Fund	3,437,870.04
Payroll Liability Fund	1,799,960.35
	8,945,660.94

MAY 2015

Dear Mayor and City Council Members.

Attached please find the City of Idaho Falls, Idaho, Monthly Treasurer's Report for the above referenced month, as required by Idaho Code Section 50-208.

This Report was filed in the City Clerk's office on or before the (10th) day from the end of the month of the Report.

OATH

I, Kenneth McOmber, the City of Idaho Falls Treasurer, do hereby affirm that this City of Idaho Falls, Idaho, Monthly Treasurer's Report is true and accurate to the best of my knowledge and that it shows the state of the City treasury as of the date of this Report and the balance of money in the City treasury, all as required by Idaho Code Section 50-208.


Kenneth McOmber


6-8-15
Date Signed

ACKNOWLEDGMENT

STATE OF IDAHO)
) ss.
County of Bonneville)

On this 8 day of JUNE, 2015, before me, the undersigned, a Notary Public for Idaho, personally appeared KENNETH MCOMBER known to me to be the Treasurer of the City of Idaho Falls, the municipal corporation that executed the foregoing document and acknowledged to that such city executed the same.




Notary Public for Idaho
Residing at Idaho Falls, Idaho
My commission expires: 01-03-2020

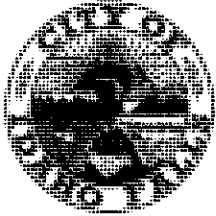
May 2015 Treasurer's Report.xls

CITY OF IDAHO FALLS MONTHLY TREASURER'S REPORT KENNETH MCOMBER TREASURER May, 2015											
FUND	BEGINNING CASH	BEGINNING BALANCE	TOTAL RECEIPTS	MATURED INVESTMTS	JOURNAL DEBIT	TOTAL EXPENSES	NEW INVESTS	JOURNAL CREDITS	CASH ON HAND	INVESTED FUNDS	ENDING BALANCE
GENERAL	2,573,029.71	15,678,029.71	1,114,779.27	3,000,000.00	1,274,636.31	3,416,072.44	3,000,000.00	322,308.80	1,224,064.05	13,105,000.00	14,329,064.05
HEALTH & ACCIDENT INSUR.	597,608.32	2,472,573.43	-	-	-	-	-	-	597,608.32	1,874,965.11	2,472,573.43
STREET	(692,443.39)	(692,443.39)	61,505.00	-	-	194,323.21	-	81,687.42	(906,949.02)	-	(906,949.02)
RECREATION	3,846.27	303,846.27	151,212.87	-	-	90,600.40	-	14,509.80	49,948.94	300,000.00	349,948.94
LIBRARY	185,893.76	1,185,893.76	45,150.58	200,000.00	-	114,332.97	200,000.00	8,353.79	108,357.58	1,000,000.00	1,108,357.58
AIRPORT PFC FUND	21,793.32	21,793.32	45,793.12	-	-	-	-	21,793.32	45,793.12	-	45,793.12
MUNICIPAL EQUIP. REPLCMT.	4,231,920.03	16,453,864.27	1,466.03	1,590,733.34	265,666.50	661,427.00	1,593,711.11	-	3,834,647.79	12,224,922.01	16,059,569.80
EL. LT. WEATHERIZATION FD	289,760.31	1,589,760.31	54,878.62	300,000.00	-	4,325.35	300,000.00	6,088.44	334,225.14	1,300,000.00	1,634,225.14
BUSINESS IMPRV. DISTRICT	72,545.80	72,545.80	-	-	-	-	-	-	72,545.80	-	72,545.80
EL. LT. RATE STABILIZATION FD	2,079,604.62	22,198,924.16	8,163.55	2,900,000.00	-	-	2,900,000.00	2,100,000.00	(12,231.83)	20,119,319.54	20,107,087.71
EL. LT. T&D CAPITAL ACCOUNT	-	13,114,728.64	-	-	2,100,000.00	-	-	-	2,100,000.00	13,114,728.64	15,214,728.64
GOLF	(286,007.56)	(286,007.56)	246,594.82	-	-	212,437.37	-	48,668.52	(300,518.63)	-	(300,518.63)
GOLF CAPITAL IMPROVEMENT	154,483.11	154,483.11	-	-	11,088.31	-	-	-	165,571.42	-	165,571.42
SELF-INSURANCE FD.	1,119,200.64	1,619,200.64	95,479.94	-	-	42,950.84	-	-	1,171,729.74	500,000.00	1,671,729.74
SANITARY SEWER CAP IMP.	664,470.18	864,470.18	15,789.60	-	-	-	-	-	680,259.78	200,000.00	880,259.78
MUNICIPAL CAPITAL IMP.	438,769.18	738,769.18	4,161.54	-	-	-	-	-	442,930.72	300,000.00	742,930.72
STREET CAPITAL IMPRV.	1,090,268.62	2,090,268.62	-	-	-	344,864.05	-	-	745,404.57	1,000,000.00	1,745,404.57
BRIDGE & ARTERIAL STREET	92,148.67	92,148.67	-	-	-	-	-	-	92,148.67	-	92,148.67
WATER CAPITAL IMPR.	1,406,009.68	1,906,009.68	19,680.00	-	-	-	-	-	1,425,689.68	500,000.00	1,925,689.68
SURFACE DRAINAGE	69,769.37	69,769.37	-	-	-	-	-	-	69,769.37	-	69,769.37
TRAFFIC LIGHT CAPITAL IMPRV	420,976.39	1,220,976.39	182.38	200,000.00	31,428.21	-	200,000.00	-	452,586.98	800,000.00	1,252,586.98
PARKS CAPITAL IMPROVEMENT	33,245.50	33,245.50	13,131.00	-	-	14,419.99	-	-	31,956.51	-	31,956.51
AIRPORT	797,060.52	2,597,060.52	118,608.88	500,000.00	13,990.67	240,015.66	500,000.00	55,921.00	633,723.41	1,800,000.00	2,433,723.41
WATER & SEWER	5,383,684.44	27,155,920.12	1,210,117.47	3,118,700.00	-	1,053,219.24	3,113,000.00	252,354.78	5,293,927.89	21,766,535.68	27,060,463.57
W & S EQUIPMENT REPLACE	303,132.39	998,132.39	-	-	-	-	-	-	303,132.39	695,000.00	998,132.39
W & S SANITARY INTERCPT	132,385.41	732,385.41	-	-	-	-	-	-	132,385.41	600,000.00	732,385.41
SANITATION	429,064.39	1,229,064.39	283,424.42	200,000.00	-	176,576.46	200,000.00	110,916.40	424,995.95	800,000.00	1,224,995.95
AMBULANCE	(543,622.05)	(543,622.05)	248,939.81	-	-	256,488.20	-	58,849.00	(610,019.44)	-	(610,019.44)
ELECTRIC LIGHT	3,918,077.53	12,368,077.53	3,968,364.40	2,000,000.00	-	3,872,318.52	2,000,000.00	615,493.84	3,398,629.57	8,450,000.00	11,848,629.57
PAYROLL FUND	781,604.45	781,604.45	4,390,692.14	-	135.11	3,660,877.31	-	-	1,511,554.39	-	1,511,554.39
PAYROLL EMPL. CHECKS	30,000.00	30,000.00	610,119.22	-	-	610,119.22	-	-	30,000.00	-	30,000.00
CLAIMS FUND	-	-	3,381,254.35	-	-	3,381,254.35	-	-	-	-	-
TOTAL ALL FUNDS	25,798,279.61	126,251,472.82	16,089,489.01	14,009,433.34	3,696,945.11	18,346,622.58	14,006,711.11	3,696,945.11	23,543,868.27	100,450,470.98	123,994,339.25

May 2015 Treasurer's Report.xls

CITY OF IDAHO FALLS MONTHLY TREASURER'S REPORT
CASH AND INVESTMENT REPORT
May-15

DISTRIBUTION OF CASH CASH AND TRUST ACCOUNTS		INVESTMENT TYPE	INVESTMENTS				
INSTITUTION	AMOUNT		TIME TO MATURITY				TOTAL
			1-30 DAYS	31-90 DAYS	91-180 DAYS	OVER 180 DAYS	
BPA Loan Imprest (BICLI)	\$114,256.30	Certificate of Deposit	\$490,000.00	\$245,000.00	\$2,230,000.00	\$8,800,000.00	\$11,765,000.00
El. Lt. Imprest (BIELI)	\$190,103.01						
Refund Acct. (BIRFD)	\$131,556.71	Money Market (Collateralized)	\$0.00	\$0.00	\$2,020,000.00	\$0.00	\$2,020,000.00
Wells Fargo Bank	\$7,915,582.51						
Petty Cash	\$14,740.00	U.S. Securities	\$0.00	\$0.00	\$0.00	\$17,002,191.31	\$17,002,191.31
US Bank (US)	\$6,291,413.37						
US Bank Payroll (USPAY)	\$30,000.00	Commercial Paper	\$9,990,733.34	\$34,963,643.34	\$0.00	\$3,974,184.45	\$48,928,561.13
US Bank Hitt Rd (USPW)	\$1,400,000.00						
Wells Fargo Bank (WELLS)	\$7,451,936.49	Corporate Bonds	\$0.00	\$4,700,023.27	\$2,017,201.07	\$14,005,216.43	\$20,722,440.77
Key Bank	\$7,668.09						
		TOTAL	\$10,480,733.34	\$39,908,666.61	\$6,267,201.07	\$43,781,592.19	\$100,438,193.21
TOTAL	\$23,547,256.48						



CITY OF IDAHO FALLS

P.O. BOX 50220
IDAHO FALLS, IDAHO 83405-0220

MUNICIPAL SERVICES

PHONE: (208) 612-8249
FAX: (208) 612-8148

June 5, 2015

MEMORANDUM

TO: Honorable Mayor and City Council
FROM: Craig Rockwood, Municipal Services Director
SUBJECT: **BID IF-15-22 THREE (3) SUBSTATION RELAY PANELS**

Please find attached tabulation for the above subject bid.

It is the recommendation of Idaho Falls Power and Municipal Services to accept the lowest responsive responsible bid of Schweitzer Engineering Laboratories to furnish Three (3) Substation Relay Panels to include all relays, equipment, and wiring materials at a unit price of \$24,042.00 with a Lump Sum price of \$72,126.00.

Respectfully,

A handwritten signature in black ink, appearing to read "Craig Rockwood", written over a horizontal line.

CRAIG ROCKWOOD
MUNICIPAL SERVICES DIRECTOR

CR/ch
Attachment

City of Idaho Falls

PO Box 50220

Idaho Falls, ID 83405

Bid IF-15-22 15th Street Substation Relay Panels

Office of Purchasing Agent

Date of Opening: June 1, 2015

BIDDER	1) Instrument Control Company		2) Schweitzer Engineering Laboratories		3) RIC Power Corp.	
	West Valley, UT		Pullman, WA		Burnaby, BC	
<u>Relay Panels</u>						
Unit Price	\$	24,391.23	\$	24,042.00	\$	42,000.00
Extended Amount	\$	73,173.69	\$	72,126.00	\$	126,000.00
Manufacturer	Instrument Control Company		Schweitzer Engineering Laboratories		RIC Power Corp.	
Model Number	N/A		TBD		N/A	
Delivery Time	8 Weeks ARO		14 Weeks ARO		6 - 8 Weeks ARO	

Quantity

3



CITY OF IDAHO FALLS

P.O. BOX 50220
IDAHO FALLS, IDAHO 83405-0220

MUNICIPAL SERVICES

PHONE: (208) 612-8249
FAX: (208) 612-8148

June 5, 2015

MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Craig Rockwood, Municipal Services Director

SUBJECT: **BID IF-15-23 FIVE (5) 15 KV CIRCUIT BREAKERS-DEAD TANK TYPE**

Please find attached tabulation for the above subject bid.

It is the recommendation of Idaho Falls Power and Municipal Services to accept the lowest responsive responsible bid meeting specifications to Schneider Electric USA Inc. in the lump sum amount of \$60,473.00.

Respectfully,

A handwritten signature in black ink, appearing to be "C. Rockwood", written over a horizontal line.

CRAIG ROCKWOOD
MUNICIPAL SERVICES DIRECTOR

CR/ch
Attachment

15 kV SF6 Dead Tank Circuit Breakers

<u>BIDDER</u>			Schneider Electric USA Inc.
			Lavergne, TN
	<u>Quantity</u>		
Item 1: New 15 kV SF6 Dead Tank Circuit Breaker	1		
Unit Price		\$	13,825.00
Extended Price		\$	13,825.00
Manufacturer			Square D Co.
Model #			FVR1201125A
Delivery Time			14 - 17 Weeks ARO
Item 2: 15 kV Dead Tank Circuit Breakers	4		
Unit Price		\$	11,662.00
Extended Price		\$	46,648.00
Manufacturer			Square D Co.
Model #			FVR1121120A
Delivery Time			14 - 17 Weeks ARO



CITY OF IDAHO FALLS

P.O. BOX 50220
IDAHO FALLS, IDAHO 83405-0220

MUNICIPAL SERVICES

PHONE: (208) 612-8249
FAX: (208) 612-8148

June 5, 2015

MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Craig Rockwood, Municipal Services Director

SUBJECT: **BID IF-15-24 THREE (3) 72.5 KV CIRCUIT BREAKERS DEAD TANK TYPE**

Please find attached tabulation for the above subject bid.

It is the recommendation of Idaho Falls Power and Municipal Services to accept the lowest responsive responsible bid meeting specifications to Siemens Energy Inc. in the lump sum amount of \$108,945.00.

Respectfully,

A handwritten signature in black ink, appearing to read "Craig Rockwood", written over a horizontal line.

CRAIG ROCKWOOD
MUNICIPAL SERVICES DIRECTOR

CR/ch
Attachment

72.5 kV SF6 Dead Tank Circuit Breakers

<u>BIDDER</u>			Siemens Energy Inc.
			Richland, MS
	<u>Quantity</u>		
New 72.5 kV SF6 Dead Tank Circuit Breaker	3		
Unit Price		\$	36,315.00
Extended Price		\$	108,945.00
Manufacturer			Siemens Energy Inc.
Model #			SPS2-72.5-40-1200-3PST
Delivery Time			14 - 16 Weeks ARO



IDAHO FALLS FIRE DEPARTMENT



DATE: JUNE 22, 2015
TO: MAYOR AND CITY COUNCIL
FROM: DAVE HANNEMAN, FIRE CHIEF
RE: FIRE LOGISTICS OFFICER (NEW POSITION)

Mayor and Council Members,

As the next step to our Department's re-organization that began in January we are requesting to add a new position titled Fire Logistics Officer. This position will have no fiscal impact or increase to our budget. This position is crucial to the success of the administration of the department. This position handles all of our logistical needs including organizing the fire maintenance, hydrants, and facility management. This position also administers our internal programs for training, supplies, and equipment, in addition to facilitating our EMS billing collections. Working with the HR Director, we have added a new Job Specification (attached). With the reorganization, this position will not incur additional budget costs and is completely funded through our current salary budget. This request is coming now because we have a person in this position on a temporary assignment and we are losing the budget savings from the re-organization until it is filled.

Dave Hanneman
Dave Hanneman
Fire Chief

Idaho Falls

Job Description



Title:	Fire Logistics Officer	Code:	
Department:	Fire Department	Effective Date:	7/1/15
Division:	Administration	Last Revised:	7/1/15

GENERAL PURPOSE

The Logistics Officer plans, directs and reviews the logistics operations of the Fire Department including Fire Maintenance, Opticom Management, hydrant mapping and management, and fire facilities planning, maintenance and management.

SUPERVISION RECEIVED

Works under the broad policy guidance and direction of the Deputy Chief of Administration and Fire Chief.

SUPERVISION EXERCISED

No direct day-to-day supervision. May be given special assignments where supervision is exercised.

ESSENTIAL FUNCTIONS

Manages the Fire Department's Logistics objectives.

Directs and recommends the Department's maintenance and training operations. Coordinates with the Fire Chief regarding historical preservation efforts of equipment, apparatus and memorabilia.

Serves as administrator for the City's Training Program (Target Solutions).

Responsible for management of facility maintenance of the fire stations and associated structures, including household items and office necessities.

Constantly strives to enhance services through the use of technology, including electronic submission of requests for supplies, equipment, materials, and repairs to facilities.

Supports the Fire Department by providing supplies and equipment for fire suppression, hazardous material, rescue and emergency medical services.

Oversees the testing, documenting and light routine maintenance on fire hydrants.

Responsible for purchasing, receiving, and inventory control.

Coordinate research into new tools and equipment to ensure that the fire department has the right tools to be safe and effective.

Assists in areas of master planning, development and implementation of City disaster plans.

Briefs Senior Staff on operations of the Department's fire maintenance and training programs.

Develops, implements, and monitors program goals and objectives, policies, procedures, emergency scene rehabilitation response guidelines, and protocols in compliance with Federal, State and local laws and regulations.

Writes and submits grant applications.

Develops and monitors internal operations and procedures to ensure compliance with the collective labor agreement, rules and regulations, and policies and procedures.

Assists with policy development, interprets policy and establishes methods and procedures.

Assists with budget preparation for supplies; provides accurate estimates; monitors expenditures and applies cost-saving techniques.

Schedules and coordinates annual equipment testing.

Schedules maintenance for vehicles, equipment and buildings.

Ensures that apparatus are properly equipped and ready to respond to emergency situations.

Establishes and maintains vendor relationships and services as departmental liaison.

Perform and maintain inventory control of safety supplies, EMS supplies, etc.

Enters data pertaining to testing of equipment and safety supplies into the computer system.

Provides logistic support and Fire and EMS scenes.

Performs special projects as assigned.

Performs other related duties as assigned.

MINIMUM QUALIFICATIONS

1. Education and Experience:

- A. Knowledge and level of competency commonly associated with completion of specialized training in the field of work, in addition to graduation from High School or equivalent;

AND

- B. Six (6) years of firefighting experience and experience sufficient to thoroughly understand fire/ems operations.

Preferred graduation from an accredited college or university with an Associate's degree in Fire Science or related field. A Bachelor's degree in Fire Science or Fire Administration or related field is highly desirable.

2. Knowledge, Skills and Abilities:

Knowledge of:

Purchasing principles and practices.

Budgeting principles and practices

Inventory maintenance procedures.

Fleet and fire apparatus maintenance.

Building maintenance principles and practices.

Current fire suppression, firefighting techniques and firefighter training standards and requirements.

Basic emergency medical and life support procedures, techniques and equipment.

City and departmental policies and procedures.

Current fire record records systems, communication equipment and use of fire and training computer applications and reporting procedures.

Skill in:

Journey man skills in the use of standard fire-fighting equipment.

Coordinating the bid process for departmental purchases.

Development and implementation of training programs.

Operation of job related vehicles, equipment and tools.

Ability to:

Understand and follow oral/written policies, procedures and instructions.

Use logical and creative thought processes to develop solutions according to written specifications and/or oral instructions.

Perform a wide variety of duties and responsibilities with accuracy and speed under pressure and time-sensitive deadlines.

Quickly learn and put to use new skills and knowledge brought about by rapidly changing information and technology.

Perform strenuous physical labor, work in dangerous environments, and work in all weather extremes.

Work various shifts and extended work hours as required.

Develop effective working relationships with supervisors, co-workers and the public.

Prepare various reports in a clear and understandable manner.

3. **Special Qualifications:**

Must complete annual Physical Fitness Work Performance Evaluation Test

Must be E.M.T. (Emergency Medical Technician) Certified

Must possess ICS 100, 200, 300 and IS 700.A, 701.A, 703.A, 704

Must possess Firefighter I and II Certification

Must possess a valid Idaho driver's license.

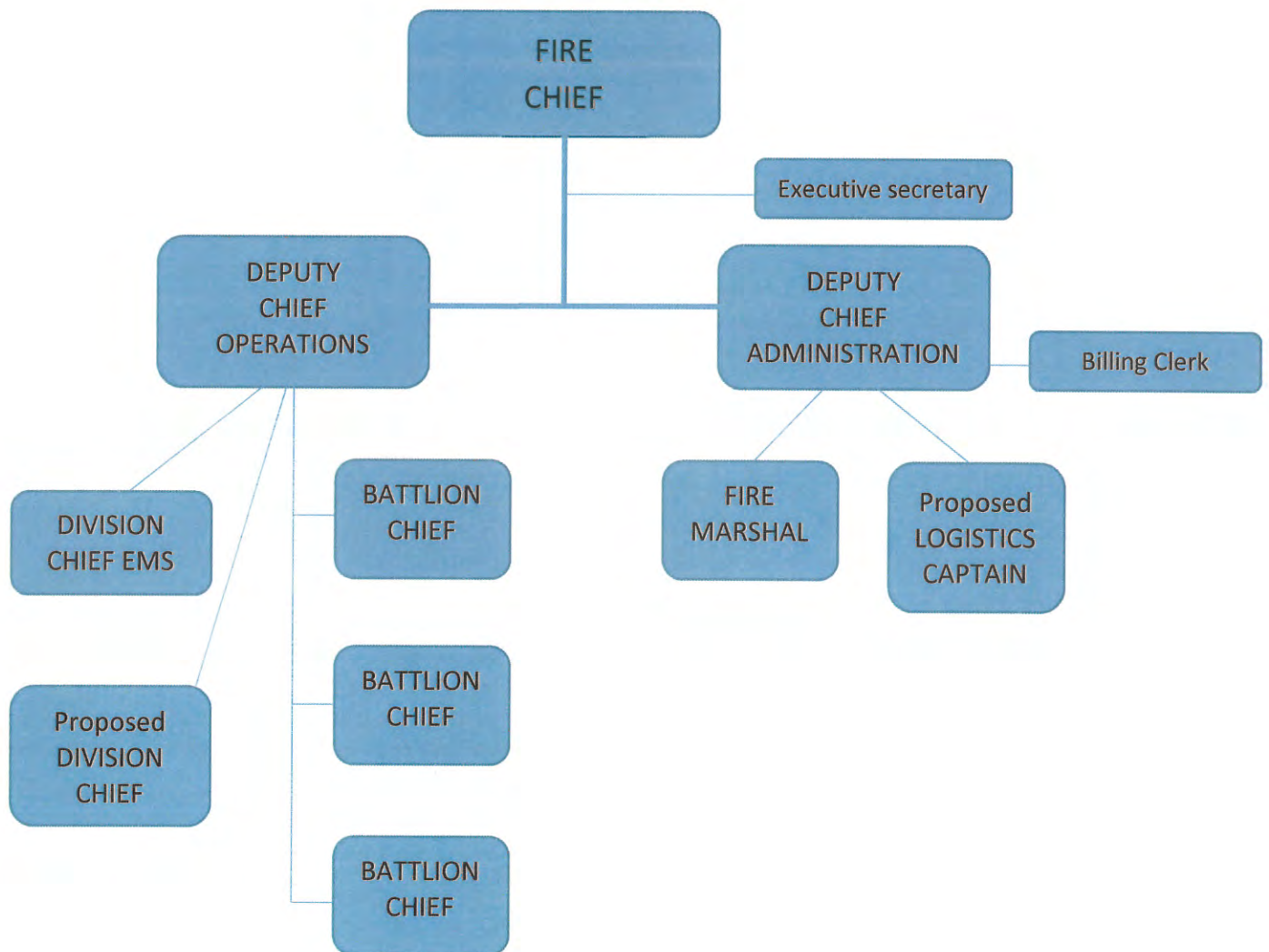
4. **Work Environment:**

Functions of the position generally performed in a controlled environment, but subject to all seasonal and weather extremes. Periodic emergency response travel expected in normal course of performing duties. Many functions of the work pose high degree of hazard uncertainty. Various levels of mental application required, i.e.; memory for details, emotional stability, discriminating thinking, creative problem solving. Works near moving mechanical parts and in high, precarious places and is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals, risk of electrical shock, and vibration. Continuous use of motor skills.

□□□□□

Disclaimer: The above statements describe the general nature, level, and type of work performed by the incumbent(s) assigned to this classification. They are not intended to be an exhaustive list of all responsibilities, demands, and skills required of personnel so classified. Job descriptions are not intended to and do not imply or create any employment, compensation, or contract rights to any person or persons. Management reserves the right to add, delete, or modify any and/or all provisions of this description at any time as needed without notice. This job description supersedes earlier versions.

PROPOSED ORGANIZATIONAL STRUCTURE



REGULAR AGENDA:



CITY OF IDAHO FALLS

P.O. BOX 50220
IDAHO FALLS, IDAHO 83405-0220

MUNICIPAL SERVICES

PHONE: (208) 612-8249
FAX: (208) 612-8148

June 19, 2015

MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Craig Rockwood, Municipal Services Director

SUBJECT: **BID IF-15-17 ONE (1) NEW 2015 OR NEWER TYPE I AMBULANCE**

Attached for your consideration is the tabulation for the above subject bid.

The apparent low bid submitted by Taylor Made Ambulance did not meet the required bid specifications by submitting the documentation and drawings of the proposed ambulance.

It is therefore the recommendation of Municipal Services that we accept the bid of Sawtooth Emergency Vehicles to furnish a new 2016 Ford F450 cab and chassis mounted with an Osage Type I ambulance body for and amount of \$188,928.00 with Trade-In Unit #835.

This recommendation has been reviewed by the City Attorney.

Respectfully,

A handwritten signature in black ink, appearing to read "Craig Rockwood", with a long horizontal line extending to the right.

CRAIG ROCKWOOD
MUNICIPAL SERVICES DIRECTOR

CR/ch
Attachment

CITY OF IDAHO FALLS
PO BOX 50220
IDAHO FALLS, ID 83405-0220
Phone 208-612-8433
Fax 208-612-8536
E-Mail: purchasing@idahofallsidaho.gov

Office of Purchasing Agent

Opening Date: June 4, 2015

**TABULATION
BID IF-15-17**

One (1) New 2015 or Newer Type I Ambulance

BIDDER	1) Sawtooth Emergency Vehicles Meridian, ID	2) Taylor Made Ambulances Newport, AR
<u>Cab & Chassis</u>		
Manufacturer	Ford	Ford
Model	F450 4x4	F450
Year	2016	2016
<u>Ambulance Body</u>		
Manufacturer	Osage Industries	Taylor Made
Model	Type 1 Super	Type 1
Year	2016	2016
Delivery of Complete Unit	300 Days ARO	90 Days ARO of Chassis
PRICE WITHOUT TRADE-IN	\$190,428.00	\$162,608.00
Trade-In Allowance Unit #826	\$1,500.00	\$4,500.00
PRICE WITH TRADE- IN	\$188,928.00	\$158,108.00

Attachment "A"
Bid IF-15-17 – Ambulance
Reasons for Rejection

Bid states:

Bidders shall include with the Bid Proposal: literature, photographs or similar documents which describe or depict the manufacturer's type and model proposed; a complete set of the manufacturer's specifications for the exact ambulance proposed; and one (1) set of drawings for the exact ambulance proposed. These drawings shall consist at a minimum of: four (4) exterior views; front, rear, curbside and streetside and four (4) interior views; front, rear, curbside and streetside, showing the location of all requested features attached thereto.

NOTE: The drawings submitted by the Bidder must show the design, layout, and features specified in this document. Submitting a manufacturer's "generic" or "standard feature" drawings, or photocopies of the reference drawings provided with this document, is NOT be acceptable.

Taylor Made Ambulance did not submit any drawings, literature, design or other documents describing their model proposed. We cannot make a decision without viewing how the unit will be manufactured.



CITY OF IDAHO FALLS

P.O. BOX 50220
IDAHO FALLS, IDAHO 83405-0220

MUNICIPAL SERVICES

PHONE: (208) 612-8249
FAX: (208) 612-8148

June 19, 2015

MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Craig Rockwood, Municipal Services Director

SUBJECT: **GENERAL LIABILITY, PROPERTY, VEHICLE LIABILITY, AIRPORT LIABILITY, E & O OF PUBLIC OFFICIALS, POLICE PROFESSIONAL, FIDELITY, EXCESS LIABILITY AND BOILER & MACHINERY COVERAGE PLACEMENT.**

It is respectfully requested that the Mayor and Council authorize the placement for the above coverage with ICRMP. The broker is The Hartwell Corporation. The Contract is for one year beginning October 1, 2015, and the premium is \$657,344.00.

The premium represents an increase of \$43,577.00 from the previous year. The increase is a result of two main factors. Insured property values are up approximately \$60,000,000.00 from the previous policy. New property value added to our policy, mainly due to the upgrades at the Sewer Treatment Plant, accounted for a \$12,655,000.00 increase. An appraisal of City property value to make sure we had proper coverage for replacement cost increased insured value by over \$42,050,000.00. Total reported property value for the proposed policy is \$247,750,892.00. Property value covered in the current policy is \$187,629,544.00. The liability portion of our premium is determined by total payroll which has increased over three (3) percent.

This year the City qualified for the ICRMP 5% Member Discount Program. That savings of \$32,867.00 will be deducted from the cost of our premium which will result in a net premium increase of only \$10,710.00.

Respectfully,

A handwritten signature in black ink, appearing to read "Craig Rockwood", with a long horizontal flourish extending to the right.

CRAIG ROCKWOOD
MUNICIPAL SERVICES DIRECTOR

CR/ch
Attachment



...more than just insurance

SHERY HARMON
UNDERWRITING SPECIALIST

June 1, 2015

City of Idaho Falls
Mark Hagedorn
PO Box 50220
Idaho Falls, ID 834050220

ESTIMATE ONLY -- DO NOT PAY

RE: 2015-2016 Membership Renewal

Dear Mark:

Listed below is the estimated member contribution amount for the upcoming October 1, 2015 to September 30, 2016 policy renewal period. Your local ICRMP agent may have already provided you with this information to assist you with your annual budget preparations.

A renewal invoice will be mailed directly from ICRMP on September 14, 2015.

Member Contribution Before Discount:	\$657,344
Risk Management Discount Program Savings (5%):	— (\$32,867)
Discounted 2014-2015 Member Contribution:	\$624,477

Thank you for your continued membership.

Best Regards,

Shery

Shery Harmon,
Underwriting Specialist



MUNICIPAL SERVICES

CITY OF IDAHO FALLS

P.O. BOX 50220
IDAHO FALLS, IDAHO 83405-0220

PHONE: (208) 612-8249
FAX: (208) 612-8148

June 22, 2015

MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Craig Rockwood, Municipal Services Director

SUBJECT: **BID IF-15-12A FABRICATE AND INSTALL SIGNAGE AND GRAPHIC ELEMENTS AND BID IF-15B DESIGN, FABRICATE AND INSTALL SIGNAGE AND GRAPHIC ELEMENT MONUMENT**

It is the recommendation of Municipal Services and of the Parks and Recreation Department to reject all bids received for the above referenced bids. The bids that were received had lump sum totals that significantly exceeded the budget for this project. It is further requested that Council authorize the Legal Department to prepare a resolution to declare that the above referenced signage can be purchased on the open market.

Respectfully,

A handwritten signature in black ink, appearing to be "Craig Rockwood", with a long horizontal line extending to the right.

CRAIG ROCKWOOD
MUNICIPAL SERVICES DIRECTOR

CR/ch



A Department of the City of Idaho Falls

"A community with its own kind of energy"

MEMORANDUM



TO: Honorable Mayor and City Council
FROM: Jackie Flowers, General Manager
DATE: June 19, 2015
Re: BPA Energy Conservation Agreement, Contract No. 11ES-11240

Attached is Amendment No. 2 to Idaho Falls Power's Energy Conservation Agreement with the Bonneville Power Administration. This amendment extends the expiration date of the original agreement by two years to September 30, 2017. This agreement is the mechanism which enables Idaho Falls Power to receive our conservation program funding monies from BPA.

Idaho Falls Power respectfully requests City Council approve Amendment No. 2 of the BPA contract 11ES-11240 and authorize Mayor to execute the document.

JRF/665

C: City Clerk
Purchasing
File

PO Box 50220
140 S Capital
Idaho Falls ID 83405

Phone: 208-612-8430
Fax: 208-612-8435
www.ifpower.org

AMENDMENT
executed by the
BONNEVILLE POWER ADMINISTRATION
and
IDAHO FALLS POWER

This AMENDMENT to Energy Conservation Agreement Contract No. 11ES-11240 (Agreement) is executed by the UNITED STATES OF AMERICA, Department of Energy, acting by and through the BONNEVILLE POWER ADMINISTRATION (BPA) and IDAHO FALLS POWER (Idaho Falls).

This Amendment No. 02 (Amendment) between BPA and Idaho Falls extends the expiration date of the Agreement by two years.

BPA and Idaho Falls agree:

1. EFFECTIVE DATE

This Amendment shall take effect on the date executed by the Parties.

2. AMENDMENT OF AGREEMENT

BPA and Idaho Falls amend the Agreement as follows:

(a) Section 1(a) of the Agreement shall be deleted and replaced by the following:

“(a) This Agreement takes effect on October 1, 2011 (Effective Date), and expires on September 30, 2017, unless terminated earlier as provided in section 6, Termination. Except as provided for in section 3(c), all liabilities shall remain until satisfied.”

(b) Section 2(h) shall be deleted and replaced by the following:

“(h) “Implementation Period” means the period of time from the Effective Date through September 30, 2017.”

- (c) The title of section 3 and section 3(a) shall be deleted and replaced by the following:

"3. BPA PURCHASE OF ENERGY SAVINGS

- (a) BPA agrees to purchase from Idaho Falls Energy Savings, which Idaho Falls has achieved from Completed Units installed in accordance with this Agreement. BPA shall implement this purchase by providing Idaho Falls with reimbursement. Idaho Falls agrees to sell to BPA the Energy Savings from Completed Units installed in accordance with this Agreement."

3. SIGNATURES

The Parties have executed this Amendment as of the last date indicated below.

IDAHO FALLS POWER

UNITED STATES OF AMERICA
Department of Energy
Bonneville Power Administration

By: _____

By: _____

Name: _____
(Print/Type)

Name: Daniel P. Villalobos
(Print/Type)

Title: _____

Title: Energy Efficiency Representative

Date: _____

Date: _____

(PSE-W:\power\CONTRACT\CUSTOMER\IDAHO FALLS\11240\11240 AA2 docx) 06/02/15



A Department of the City of Idaho Falls

"A community with its own kind of energy"

MEMORANDUM



TO: Honorable Mayor and City Council
FROM: Jackie Flowers, General Manager
DATE: June 19, 2015
Re: Tabulation and Bid Award for General Contractor for the Old Lower Plant Upgrade and Rewind Project

Attached for your consideration is the bid tabulation for general contractor work at the Old Lower Plant upgrade and rewind project. City Council accepted the bidder prequalification list on February 12 which resulted in three bidders being prequalified. This project is a subset of the Old Lower Plant Upgrade and Rewind Project in the Capital Improvement Plan and is included in the FY15 budget.

The apparent low bid has been reviewed by our engineer, Mooney Consulting, and found to meet the bid requirements for the project. The bid did include potential deducts that will be explored as construction progresses.

Idaho Falls Power recommends that the City Council award the bid to the lowest responsive responsible bidder, Hydro Consulting and Maintenance Services Inc., in the amount of \$4,858,776.46.

JRF/668/cw

Attachments

C: City Clerk
City Attorney
Municipal Services - Purchasing
File

PO Box 50220
140 S Capital
Idaho Falls ID 83405

Phone: 208-612-8430
Fax: 208-612-8435
www.ifpower.org

June 18, 2015

Mr. Richard Malloy
Program Manager
Idaho Falls Power
140 S. Capital
Idaho Falls, ID 83405

Subject: RFP Evaluation - City of Idaho Falls Old Lower Plant Powerhouse
Rehabilitation - Project No. ELEC-2015-2

Dear Richard:

Mooney Consulting has reviewed the RFP responses received by IFP on May 4, 2015 for the OLP powerhouse rehabilitation. All responses were evaluated for conformance with the conditions set forth in the solicitation for Project No. ELEC-2015-2.

Two (2) contractor responses (Hydro Consulting & Maintenance Services, Inc. and J.R. Merit, Inc.) were evaluated. The Hydro Consulting & Maintenance Services, Inc. (HCMS) bid was found to be responsive and in compliance with the RFP requirements. During the evaluation process it was determined that J.R. Merit, Inc. did not possess a current Idaho Public Works Contractors License at time of bid opening. Therefore, the J.R. Merit bid was evaluated for informational purposes only.

Based upon cost, project approach and contractor experience, we recommend that IFP award the OLP rehabilitation contract to HCMS for \$4,858,776.46.

Through discussions with HCMS after bid submittal, several potential opportunities for deductions were identified. Such opportunities will continue to be explored and assessed. Because of the unknowns associated with the rehabilitation of such an aged plant such as OLP, we believe it is prudent to award the rehabilitation contract for the actual base bid amount. The potential for deductions, or project alterations, will be explored on a real-time basis as actual construction issues are encountered.

The corrected contract award lump sum is less than one (1) percent above the engineer's estimate of \$4,800,000 provided by Mooney Consulting.

Enclosed with this recommendation for award are three supporting documents:

- Attachment A – HCMS proposed clarifications from May 4, 2015 bid package
- Attachment B – Documented HCMS and IFP pre-award meeting clarifications
- Attachment C – Meeting minutes from HCMS and IFP telephone conference to reach closure on outstanding issues

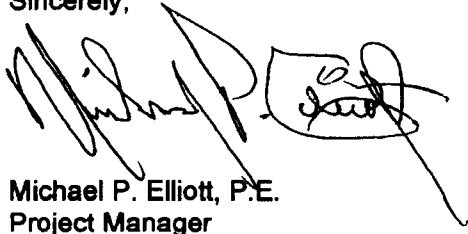


Y
E
Z
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O
N

P O BOX 9106
BOISE ID 83707

Should you have questions or comments please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read 'Michael P. Elliott', with a large, stylized flourish extending from the end of the signature.

Michael P. Elliott, P.E.
Project Manager
Mooney Consulting

Enclosures

cc: Jackie Flowers
John Barksdale
Leroy Mock
Bob Mooney
Liu Lianggao

CITY OF IDAHO FALLS
OFFICIAL BID OPENING

DATE OF OPENING: May 4th, 2015 at 11:00 AM

LOCATION: City Clerk’s Office, 308 Constitution Way, Idaho Falls, Idaho 83402

PROJECT: OLD LOWER POWERHOUSE REHABILITATION
PROJECT NO. ELEC-2015-2

ANTICIPATED COUNCIL
AWARD DATE: Thursday, May 28th, 2015

<u>NAME OF BIDDER</u>	<u>LUMP SUM BID</u>	<u>BID BOND</u>	<u>ADDENDUM #1 and #2</u>
HCMS	\$4,858,776.46	5%	Yes
JR Merit	\$5,875,220.95	5%	Yes

Engineers Estimate: 4,800,000.00



A Department of the City of Idaho Falls

"A community with its own kind of energy"

MEMORANDUM



TO: Honorable Mayor and City Council
FROM: Jackie Flowers, General Manager
DATE: June 19, 2015
Re: Approve Task Order with HDR Engineering for Holmes Avenue and 17th Street Design

The City has a master services agreement with HDR Engineering Inc. for professional services. The master services agreement is the blanket agreement governing all work between Idaho Falls Power and HDR Engineering Inc. For each work item a task order is executed at the time the service is requested. The task orders include a scope of services and a not-to-exceed amount.

Idaho Falls Power, in accordance with Idaho State Statute 67-2320, solicited proposals for engineering services involving the design of the double circuit 46 kV pole configuration at the intersection of Holmes Avenue and 17th Street. Three firms submitted responses and were evaluated with the highest scored firm, HDR, receiving our recommendation for award.

Idaho Falls Power respectfully requests City Council approve Task Order 007 to HDR Inc. for a not-to-exceed amount of \$55,382.20.

JRF/667/cw
Attachment

C: City Clerk
City Attorney
File

PO Box 50220
140 S Capital
Idaho Falls ID 83405

Phone: 208-612-8430
Fax: 208-612-8435
www.ifpower.org

EXHIBIT A

TASK ORDER

This Task Order pertains to an Agreement by and between Idaho Falls Power ("OWNER"), and HDR Engineering, Inc. ("ENGINEER"), dated 6/19/15 2015, ("the Agreement"). Engineer shall perform services on the project described below as provided herein and in the Agreement. This Task Order shall not be binding until it has been properly signed by both parties. Upon execution, this Task Order shall supplement the Agreement as it pertains to the project described below.

TASK ORDER NUMBER: 08

PROJECT NAME: 17th Street and Holmes Avenue Transmission Line Relocation

PART 1.0 PROJECT DESCRIPTION: See Attached Scope of Work

PART 2.0 SCOPE OF SERVICES TO BE PERFORMED BY ENGINEER ON THE PROJECT: See Attached Scope of Work

PART 3.0 OWNER'S RESPONSIBILITIES: See Attached Scope of Work

PART 4.0 PERIODS OF SERVICE: See Attached Scope of Work

PART 5.0 PAYMENTS TO ENGINEER: The not to exceed engineering fee, which includes labor, expenses, and engineering contingencies for the project is \$55,382.20. This work will be billed per HDR's hourly rate schedule. Any scope revisions will be approved by the owner prior to performing associated services.

PART 6.0 OTHER:

This Task Order is executed this ____ day of _____, 2015 .

"OWNER"

BY: _____

NAME: _____

TITLE: _____

ADDRESS: _____

HDR ENGINEERING, INC.

"ENGINEER"

BY: Jim Grinstead

NAME: James Grinstead

TITLE: VICE PRESIDENT

ADDRESS: 2913 MILLENNIUM CIRCLE
BILLINGS, MT 59102



City of Idaho Falls

PUBLIC WORKS DEPARTMENT

P.O. BOX 50220

IDAHO FALLS, IDAHO 83405

www.idahofallsidaho.gov

MEMORANDUM

To: Honorable Mayor & City Council

From: Chris H Fredericksen, Public Works Director

Date: June 18, 2015

Subject: **BID AWARD – BEL AIRE CONCRETE IMPROVEMENTS - 2015**

On June 16, 2015, bids were received and opened for the Bel Aire Concrete Improvements – 2015 project. A tabulation of bid results is attached.

Public Works recommends approval of the plans and specifications, award to the lowest responsive, responsible bidder, DePatco, Inc., in an amount of \$35,484.00 and, authorization for the Mayor and City Clerk to sign contract documents.

Respectfully,

A handwritten signature in blue ink that reads "Chris H Fredericksen".

Chris H Fredericksen, P.E.
Public Works Director

CF:jk

Attachment

c: Mayor
Council
Fugal

2-38-17-4-STR-2015-27

2015-60

City of Idaho Falls

Engineering Department

Bid Tabulation

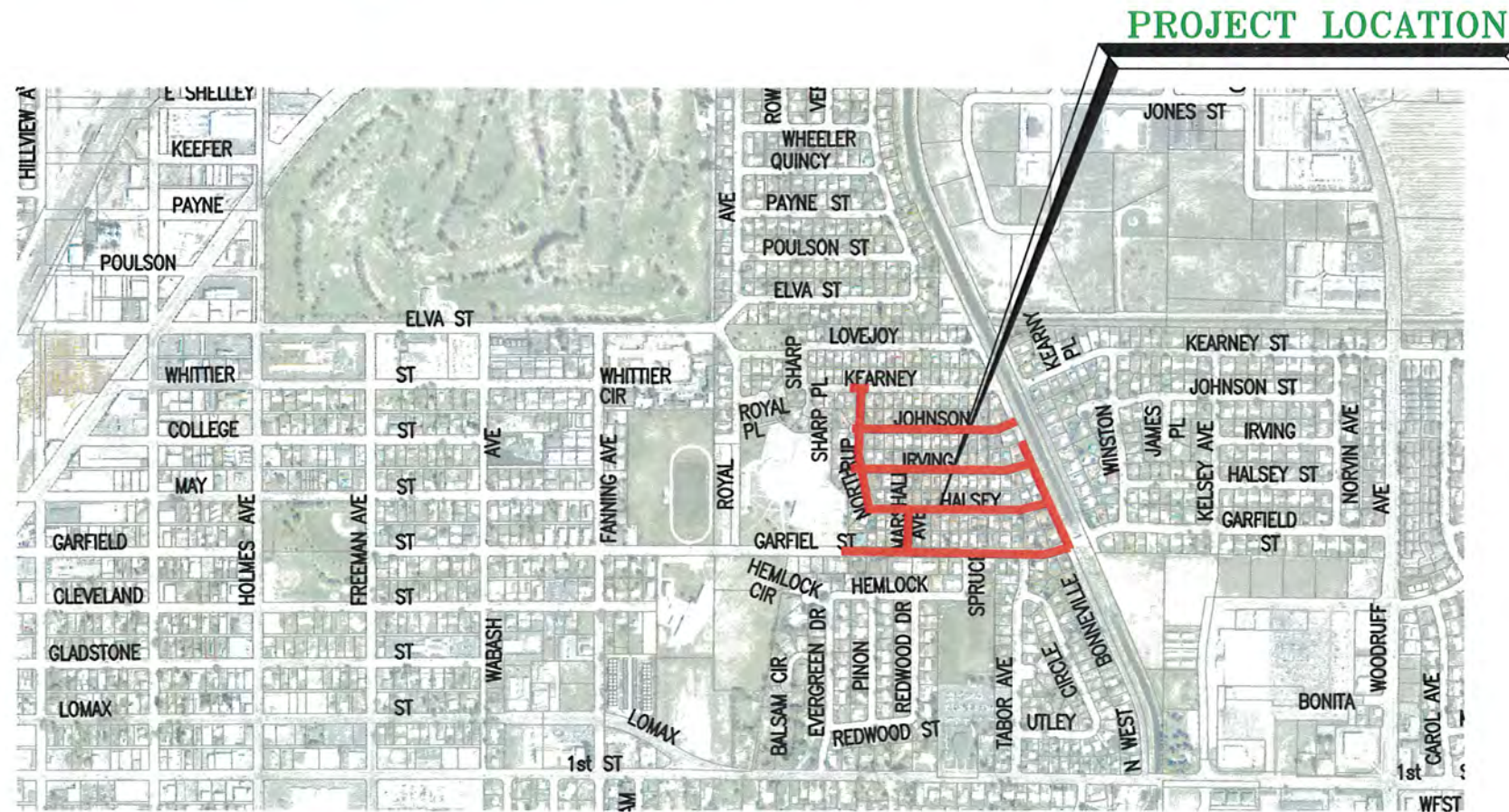
Project..... Bel Aire Concrete Improvements - 2015

Number..... 2-38-17-4-STR-2015-27

Submitted Kent J. Fugal, P.E.,PTOE

Date..... June 16, 1015

Item NumberDescriptionEstimated QuantityUnit				Engineer's Estimate		DePatco, Inc.		3H Construction, LLC		TMC Contractors, Inc.	
				Unit Price	Total Amount	Unit Price	Total Amount	Unit Price	Total Amount	Unit Price	Total Amount
EARTHWORK AND BASES											
209.03.4	Removal of Curb and Gutter	358	L.F.	\$10.00	\$3,580.00	\$13.00	\$4,654.00	\$10.00	\$3,580.00	\$7.00	\$2,506.00
209.03.5	Removal of Sidewalk	116	S.Y.	\$30.00	\$3,480.00	\$22.00	\$2,552.00	\$20.00	\$2,320.00	\$12.00	\$1,392.00
PORTLAND CEMENT CONCRETE											
509.02.2	Combination Curb and Gutter - Type STAND/	479	L.F.	\$45.00	\$21,555.00	\$41.00	\$19,639.00	\$40.00	\$19,160.00	\$41.00	\$19,639.00
509.03.2	4" Flatwork	121	S.Y.	\$90.00	\$10,890.00	\$59.00	\$7,139.00	\$84.00	\$10,164.00	\$76.00	\$9,196.00
SPECIAL PROVISIONS											
SP - 1	Project Sign	1	L.S.	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$400.00	\$400.00	\$6,550.00	\$6,550.00
TOTAL					\$41,005.00		\$35,484.00		\$35,624.00		\$39,283.00



AS BUILT:			
SCALE SHOWN IS FOR SHEET 11 x 17 ONLY			
CITY OF IDAHO FALLS			
ENGINEERING DIVISION			
BEL AIRE CONCRETE IMPROVEMENTS - 2015			
CHK BY:	YC	DSG BY:	CW
FILE NO. 2-38-17-4-STR-2015-27		DATE PLOTTED:	SHEET NO.
DWG NO. Titlepage.dwg		5-18-2015	1 OF 5



City of Idaho Falls

PUBLIC WORKS DEPARTMENT

P.O. BOX 50220

IDAHO FALLS, IDAHO 83405

www.idahofallsidaho.gov

MEMORANDUM

To: Honorable Mayor & City Council

From: Chris H Fredericksen, Public Works Director

Date: June 19, 2015

Subject: **EASEMENT VACATION – WESTLAND HEIGHTS, DIVISION 3**

Harper-Leavitt Engineering on behalf of property owner of Westland Heights Division 3, Walgreens at Broadway/Skyline is requesting a vacation of a ten foot wide power easement that has become obsolete because of a newly dedicated utility easement within Division 3 of Westland Heights Subdivision. This vacation is solely for electrical utilities and the easement for other public services is to remain.

Public Works requests authorization for the City Attorney to prepare documents needed to accomplish the vacation.

Respectfully,

A handwritten signature in blue ink that reads "Chris H Fredericksen".

Chris H Fredericksen, P. E.
Public Works Director

Attachments

CF:jk

c: Mayor
Council
Fugal
Cox

2-37-14-4

2015-62



HARPER-LEAVITT ENGINEERING, INC.

LAND SURVEYING | 3D SCANNING | DESIGN SURVEYING
CIVIL AND STRUCTURAL ENGINEERING | MATERIALS TESTING

985 N. Capital Avenue • Idaho Falls, Idaho 83405 • Office Phone: 208.524.0212 • Fax: 208.524.0229

May 27, 2015

Robert Cox
Right-Of-Way Agent, City of Idaho Falls
380 Constitution Way
Idaho Falls, ID 83405

Ref: Easement Vacation Walgreens
Skyline and Broadway

Dear Mr. Cox,

As an agent of the owner we would formally request that the underground easement described in instrument no. 576399 be vacated. The underground utilities have been changed on the site and a plat is now reflecting the new easement.

Sincerely,

Kim H. Leavitt, PLS, President
Harper-Leavitt Engineering, Inc.



HARPER-LEAVITT ENGINEERING, INC.

LAND SURVEYING | 3D SCANNING | DESIGN SURVEYING
CIVIL AND STRUCTURAL ENGINEERING | MATERIALS TESTING

985 N. Capital Avenue • Idaho Falls, Idaho 83405 • Office Phone: 208.524.0212 • Fax: 208.524.0229

Walgreen's
2014.2728
May 28, 2015

**A 10' Wide Power Line Easement
(To Be Vacated)**

Located in Block 4 of Westland Heights Division No. 3 being a portion of the easement described on instrument no. 576399 described as follows; (Rotated to the City of Idaho Falls 04 Control)

Beginning at a point on the north right-of-way line of Broadway (US Highway 20) that is S 89°37'37"W 205.61 feet along the section line and N 0°33'19"W 40.00 feet from the SE corner of Section 14, Township 2 North, Range 37 East B.M. and running thence N 1°05'03"E 58.12 feet; thence N 9°27'42"W 116.77 feet; thence N 0°01'49"W 225.20 feet to the south line of an alley; thence S 89°58'11"W 10.00 feet along said south line; thence S 0°01'49"E 220.25 feet; thence N 86°05'22"W 13.13 feet; thence S 0°02'53"E 10.02 feet; thence S 86°05'22"E 13.84 feet; thence S 9°27'42"E 112.31 feet; thence S 1°05'03"W 57.45 feet to the old north line of Broadway (US Highway 20); thence N 89°37'37"E 10.00 feet along to the point of beginning.



LS ADOPTED

PURSUANT
JE FOR THE

BLOCK 4
HEIGHTS ADDITION

D THIS PLAT

RRIGATION

ENDED

217.00'

EXISTING POWER LINE EASEMENT
PURSUANT TO INSTRUMENT NO. 576399
DATED: _____
TO BE VACATED ONCE NEW POWER
ROUTE IS INSTALLED

LOT 28
0.572 ACRES

EXISTING WATER LINE EASEMENT
PURSUANT TO INSTRUMENT
NO. _____ DATED: _____

BLOCK 4

show sewer easement

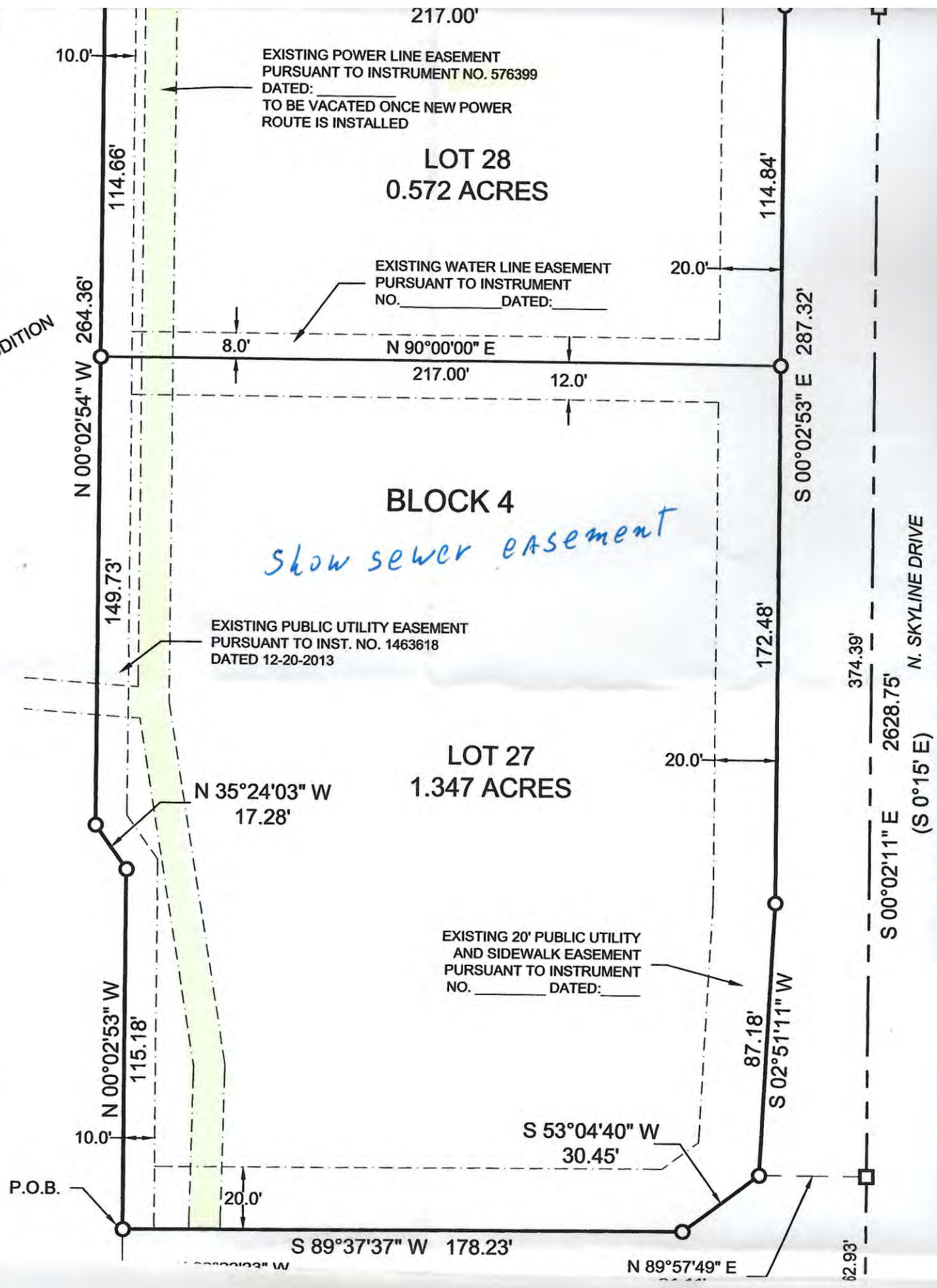
EXISTING PUBLIC UTILITY EASEMENT
PURSUANT TO INST. NO. 1463618
DATED 12-20-2013

LOT 27
1.347 ACRES

EXISTING 20' PUBLIC UTILITY
AND SIDEWALK EASEMENT
PURSUANT TO INSTRUMENT
NO. _____ DATED: _____

P.O.B.

BASIS OF BEARING





City of Idaho Falls

PUBLIC WORKS DEPARTMENT

P.O. BOX 50220

IDAHO FALLS, IDAHO 83405

www.idahofallsidaho.gov

MEMORANDUM

To: Honorable Mayor & City Council

From: Chris H Fredericksen, Public Works Director

Date: June 19, 2015

Subject: **IDAHO TRANSPORTATION DEPARTMENT STATE/LOCAL AGREEMENT – WEST SNAKE RIVER GREENBELT PATHWAY PROJECT**

Attached is a State/Local Construction Agreement with the Idaho Transportation Department and accompanying Resolution with respect to the West Snake River Greenbelt Pathway project.

The total cost of this agreement is \$796,000.00 of which \$337,663.20 (42%) is federally funded. The City match for the difference will come in part from the Parks and Recreation budget, RDA reimbursement funds, and work in kind. This agreement has been reviewed by the City Attorney.

Public Works recommends adoption of the resolution, approval of this agreement; and, authorization for Mayor and City Clerk to sign the necessary documents.

Respectfully,

Chris H Fredericksen, P.E.
Public Works Director

CF:jk

Attachment

c: Mayor
Council
Canfield

2015-63

2-37-24-1-PRK-2014-33

STATE/LOCAL AGREEMENT
(CONSTRUCTION)
PROJECT NO. A019(135)
WEST SNAKE RIVER GREENBELT; IDAHO FALLS
BONNEVILLE COUNTY
KEY NO. 19135

PARTIES

THIS AGREEMENT is made and entered into this _____ day of _____, _____, by and between the **IDAHO TRANSPORTATION DEPARTMENT**, hereafter called the State, and the **CITY OF IDAHO FALLS**, acting by and through its Mayor and Council, hereafter called the Sponsor.

PURPOSE

The Sponsor has requested federal participation in the costs of replacing and widening one mile of greenbelt pathway, which has been designated as Project No. A019(135). This Agreement sets out the responsibilities of the parties in the construction and maintenance of the project.

Authority for this Agreement is established by Section 40-317 of the Idaho Code.

The Parties agree as follows:

SECTION I. GENERAL

1. This Agreement is entered into for the purpose of complying with certain provisions of the Federal-Aid Highway Act in obtaining federal participation in the construction of the project.
2. Federal participation in the costs of the project will be governed by the applicable sections of Title 23, U.S. Code (Highways) and rules and regulations prescribed or promulgated by the Federal Highway Administration (FHWA).
3. Funds owed by the Sponsor shall be remitted to the State through the ITD payment portal at:
<https://apps.itd.idaho.gov/PayITD> .

4. All information, regulatory and warning signs, pavement or other markings, and traffic signals, the cost of which is not provided for in the plans and estimates, must be erected at the sole expense of the Sponsor upon the completion of the project.
5. The location, form and character of all signs, markings and signals installed on the project, initially or in the future, shall be in conformity with the Manual of Uniform Traffic Control Devices as adopted by the State.
6. This State/Local Agreement (Construction) upon its execution by both Parties, supplements the State/Local Agreement (Project Development) by and between the same parties, dated December 15, 2014.
7. The Sponsor has obtained approval to perform in-kind work on this project as shown on the Request for Approval of In-kind Work by Local Sponsor on Federal-aid Projects, attached to the Project Development agreement.
8. Sufficient Appropriation. It is understood and agreed that the State is a governmental agency, and this Agreement shall in no way be construed so as to bind or obligate the State beyond the term of any particular appropriation of funds by the Federal Government or the State Legislature as may exist from time to time. The State reserves the right to terminate this Agreement if, in its sole judgment, the Federal Government or the legislature of the State of Idaho fails, neglects or refuses to appropriate sufficient funds as may be required for the State to continue payments. Any such termination shall take effect immediately upon notice and be otherwise effective as provided in this Agreement.

SECTION II. That the State shall:

1. Submit to FHWA a request for advance construction approval for the cost of construction of the project. FHWA approval of the advance construction request will allow the costs of construction incurred by the Sponsor

as of the date of FHWA approval to be eligible for federal participation in a future Federal-aid project agreement with FHWA. The estimated amount scheduled for advance construction is \$796,000 of which \$337,663.20 is the Federal share based on a match ratio of 42.42% Federal and 57.58% Local.

2. Review and approve the project plans and specifications.
3. Designate a resident engineer and other personnel, as the State deems necessary, to supervise construction in accordance with the plans, specifications and estimates in the manner required by applicable state and federal regulations. The State will review for approval all change orders submitted by the Sponsor, and conduct a final inspection of the project when completed.
4. Authorize the Sponsor to administer the project and make any necessary changes and decisions within the general scope of the plans and specifications. Prior approval of the State will be obtained if it is necessary to deviate from the plans and specifications during the life of the construction contract.
5. Authorize the Sponsor to provide construction inspection, sampling and testing (IS&T) services on the project. Requirements for IS&T Services are detailed in Exhibit B to this Agreement.
6. Within sixty (60) days of receipt of invoices from the Sponsor for the Sponsor's contract administration and inspection costs, review and credit the federal participating amount towards the sponsor's match.
7. Review the materials certification documentation, make appropriate determination of participation, and prepare the materials certification in accordance with the State's Quality Assurance Manual.
8. Conduct a final cost accounting of the project, which will reconcile eligibility for federal reimbursement with the costs recorded in the project program. The district records inspector will submit a report of expenditures, and a report of completion that will include materials certification, a final invoice, detail

of final estimate, change order summary, and any contractor claims.

The final cost accounting will determine if overpayments must be recovered from the Sponsor, or if final reimbursements are due to the Sponsor. Any excess funds transmitted by the Sponsor and not required for the project will be applied to any outstanding balance the Sponsor may have on a previously completed project. If no such outstanding balance exists, the excess funds will be returned to the Sponsor.

9. Perform a final inspection of the project upon completion of construction.
10. Upon satisfactory inspection and project closeout, execute a Certification and Acceptance of Project, and provide a copy to the Sponsor.
11. Subject to the limitations hereinafter set forth, State shall indemnify, defend and save harmless Sponsor from and against any and all demands, claims or liabilities caused by or arising out of any negligent acts by State, or State's officers, agents, and employees while acting within the course and scope of their employment, which arise from this project. Any such indemnification hereunder by State is subject to the limitations of the Idaho Tort Claims Act (currently codified at chapter 9, title 6, Idaho Code). Such indemnification hereunder by State shall in no event cause the liability of State for any such negligent act to exceed the liability limits set forth in the Idaho Tort Claims Act. Such indemnification shall in no event exceed the amount of loss, damages, expenses or attorney fees attributable to such negligent act, and shall not apply to loss, damages, expenses or attorney fees attributable to the negligence of Sponsor.

SECTION III. That the Sponsor shall:

1. Before advertisement for bids, provide to the State a certification that all rights-of-way, easements, permits, materials sources, and agreements necessary for the construction and maintenance of the project have

been acquired. The Sponsor will also certify that the contract proposal includes FHWA Form 1273 (Federal-aid Contract Provisions), and will provide an environmental determination in accordance with 23CFR 771.117.

2. Before advertisement for bids, provide to the State for review and approval a copy of the Contract Proposal form, Notice to Contractors, and construction plans, specifications and estimate. After the project is advertised for bids, provide the State with a copy of the bidding documents. Advertise for the construction of the project, open bids, prepare a contract estimate of cost based on the successful low bid in accordance with State laws on procurement procedures for local governments, and request State concurrence prior to award.
3. Award a contract for construction of the project based on the successful low bid, and provide the State a copy of the contract.
4. Designate Chris Canfield, Assistant Public Works Director, as its agent to administer the project in accordance with the plans and specifications in the manner required by applicable state and federal regulations. The designated agent will prepare all monthly and final contract estimates and change orders, and submit all change orders to the State for their review and approval.
5. Designate Sponsor personnel to provide construction inspection, sampling and testing (IS&T) services on the project as detailed in Exhibit B to this Agreement.
6. Estimate the anticipated project completion costs when construction costs reach 85% of the funds that have been obligated for the project. The Sponsor shall monitor construction costs, and if costs are anticipated to exceed 105% of the total project costs, provide for additional funding necessary to complete the project.
7. Submit invoices to the State on a monthly basis for the contract administration costs of this project, to be credited toward the Sponsor's match per Section II, Paragraph 6 of this Agreement.

8. Upon receipt of contractor invoices, process and make payment directly to the contractor.
9. Maintain the project upon completion to the satisfaction of the State. Such maintenance includes, but is not limited to, preservation of the entire roadway surface, shoulders, roadside cut and fill slopes, drainage structures, and such traffic control devices as are necessary for its safe and efficient utilization. Failure to maintain the project in a satisfactory manner will jeopardize the future allotment of federal-aid highway funds for projects within the Sponsor's jurisdiction.
10. Upon completion of construction, submit all construction invoices and proof of payment of same to the State for reimbursement from available Transportation Alternative Program (TAP) funding.
11. Agree that in the event future TAP funding for the advance construction portion is not available for the project, the Sponsor forfeits all claims for reimbursement of -construction funds paid for the project.
12. Indemnify, save harmless, and defend, regardless of outcome the State from expenses of, and against suits, actions, claims, or losses of every kind, nature, and description, including costs, expenses, and attorney fees that may be incurred by reason of any negligence of the Sponsor in the work which is the subject of this Agreement.

EXECUTION

This Agreement is executed for the State by its Engineering Services Division Administrator, and executed for the Sponsor by the Mayor, attested to by the City Clerk, with the imprinted corporate seal of the City of Idaho Falls.

IDAHO TRANSPORTATION DEPARTMENT

APPROVED BY:

Engineering Services
Division Administrator

RECOMMENDED BY:

District Engineer

ATTEST:

CITY OF IDAHO FALLS

City Clerk

Mayor

(SEAL)

By regular/special meeting
on _____.

Reviewed by FS _____
hm:19135 SLAConst.docx

RESOLUTION

WHEREAS, the Idaho Transportation Department, hereafter called the State, has submitted an Agreement stating obligations of the State and the **CITY OF IDAHO FALLS** hereafter called the **CITY**, for construction of West Snake River Greenbelt; and

WHEREAS, the State is responsible for obtaining compliance with laws, standards and procedural policies in the development, construction and maintenance of improvements made to the Federal-aid Highway System when there is federal participation in the costs; and

WHEREAS, certain functions to be performed by the State involve the expenditure of funds as set forth in the Agreement; and

WHEREAS, The State can only pay for work associated with the State Highway system; and

WHEREAS, the **CITY** is fully responsible for its share of project costs; and

NOW, THEREFORE, BE IT RESOLVED:

1. That the Agreement for Federal Aid Highway Project A019(135) is hereby approved.
2. That the Mayor and the City Clerk are hereby authorized to execute the Agreement on behalf of the **CITY**.
3. That duly certified copies of the Resolution shall be furnished to the Idaho Transportation Department.

CERTIFICATION

I hereby certify that the above is a true copy of a Resolution passed at a *regular, duly* called special (X-out non-applicable term) meeting of the City Council, City of Idaho Falls, held on _____, _____.

(Seal)

City Clerk

EXHIBIT B

Construction Inspection, Sampling and Testing Services

The Sponsor shall provide services relating to office and field documentation, Verification Sampling & Testing of materials and inspection staff. The Sponsor shall provide oversight and coordination activities of the project staff which will include Sampler/Testers with the necessary Western Alliance for Quality Transportation Construction (WAQTC) qualifications and skills to perform all associated tests for Aggregate, Embankment & Base/In-Place Density, Asphalt and Concrete. Inspectors shall be IQP (ITD) Certified Inspectors with sufficient skills and experience to assist in administration of this construction project, from project start up, throughout the duration of the construction activities and through project closeout. The project will be administered to ensure compliance with the following contract documents: Special Provisions, sealed Project Drawings and Plans; 2012 (or current) Idaho Standard Specifications for Highway Construction; January 2013 (or current) Supplemental Specifications; July 2013 (or current) QC/QA Special Provisions (QASP); SP-SA Special Provisions- Federal Aid; and all addenda issued prior to bid opening.

The Sponsor shall provide the qualified personnel as necessary to effectively carry out its responsibilities under this agreement.

The work required by this project is as follows:

I. Construction Administration

This consists of all necessary efforts to administer the project construction contract under the direction of the Idaho Transportation Department (ITD). The Sponsor will be responsible to ensure the project is completed and accepted by the ITD and the Federal Highway Administration (FHWA). This will require interpretation of the plans, coordination of changes to the project, assistance in processing change orders, resolving disputes, claims analysis, and all other engineering tasks normally handled by a Project Engineer/Manager. In addition, the Sponsor shall provide photographic equipment, safety equipment as well as any other necessary items to perform the work. Quality and quantity of these items shall meet with ITD approval. Sponsor is to provide all necessary personnel safety equipment in accordance with OSHA, MSHA, Department of Labor, FHWA, MUTCD and ITD standards and conduct safety reviews/inspections as necessary to ensure a safe work environment.

The Sponsor shall:

1. Under the direction of ITD, act as the Resident Engineer's authorized representative as defined in the Contract Documents. The extent and limitation of the duties, responsibilities and authority of the Engineer as assigned in said Contract Documents shall not be modified, except as the Engineer may otherwise agree in writing. Serve as ITD's liaison with the Contractor, working principally through the Contractor's superintendent and assist in understanding the intent of the Contract Documents.
2. Provide general contract administration on the construction contract in accordance with the ITD Contract Administration Manual, and assist the Project Manager in monitoring Contractor's compliance with contract requirements. Notify Resident Engineer when Contractor is found in non-compliance.
3. Analyze the plans, specifications, special provisions and other contract documents, and recommend to the ITD any necessary or desirable changes to accomplish the project in accordance with the plans and specifications.
4. Attend and assist in the facilitation of pre-construction conferences, partnering meetings, job conferences, weekly coordination meetings, pre-operational meetings, public information meetings, and

other project related meetings. Take and maintain notes of all meetings and conferences and then distribute copies to participants within one week.

5. Document any project delay or potential delay caused by conflicts or utilities.
6. Analyze the Contractor's work schedule (Critical Path Diagram, CPM) when submitted and make recommendations to the ITD regarding any changes, or needed changes, to the schedule. Monitor the Contractor's adherence to the work schedule during construction.
7. Maintain a complete set of project records, including daily diaries, quantities for pay items, progress estimates, material deliveries and correspondence.
8. Maintain a daily record of each pay item for the progress estimate. Quantities will be based on daily records and calculations. All such records will be retained.
9. Prepare pay items for posting to ledgers in accordance with established procedures and submit to the ITD with recommendation for payment. The recommendation will be based on such observations and review that, to the best of the Sponsor's knowledge, information and belief, the contractor's work has progressed to the point indicated, the quality of such work is generally in accordance with the Contract Documents, and the conditions precedent to the Contractor's being entitled to such payment appear to have been fulfilled.
10. Track and maintain a log on all shop drawing and/or sample submittal and encourage all reviewers to complete their review in a timely manner. Deficiencies will be immediately reported to the ITD.
11. Identify and monitor all project permit requirements and notify the Contractor and ITD immediately when violations or potential violations occur.
12. Upon notice by the Contractor of pending claims for extra work or work beyond the original scope, maintain accurate records showing actual cost of such work.
13. Analyze and make recommendations to the ITD on all requests received from the Contractor for time extensions, contract changes, and extra work.
14. Coordinate all contract changes with the Contractor, ITD, and others as required.
15. Monitor and reinforce each Contractor's compliance with contract provisions in regard to payment of predetermined wage rates in accordance with ITD procedures. This includes verifying Contractor and Subcontractor's payrolls for format classification, pay scale, timely submissions, and concurrence with field reviews. Maintain filing system for payrolls and labor interviews and notify contractors on incorrect classification, pay scales, etc.
16. Monitor and reinforce each Contractor's compliance with contract provisions in regard to Equal Employment Opportunity and Affirmative Action and check job site at least once to verify bulletin board and posters adhere to the contract. Coordinate corrective actions with the ITD.
17. Monitor and reinforce each Contractor's compliance with contract provisions in regard to environmental provisions and permits.
18. Assist ITD in preparing for any litigation or other action that may arise. Prepare claim package in accordance with Memo No. 28 of the Contract Administration Manual on all claims of ITD and

Contractor relating to the acceptability of the Contractor's work or the interpretation of the requirements of the Contract Documents pertaining to the execution and progress of the Contractor's work.

II. Survey Control

The Sponsor shall be responsible for verifying the existence and accuracy of location for all reference points and baseline control points indicated on the plans. In performing verification surveys of construction layout, the Sponsor shall:

1. Make and record such measurements as necessary to calculate and document quantities for pay items.
2. Do independent check and verify line, grade, and structure layout.
3. Perform incidental engineering surveys as directed to carry out the services covered by this agreement and to verify and confirm the accuracy of the contractor's survey layout work. All survey work shall be performed under the supervision of a Surveyor registered in Idaho.

III. Project Inspection

There are four distinct and independent areas of inspection and materials testing associated with this project which is as follows:

- Materials Quality Control (QC) and acceptance sampling and testing and inspection when materials are installed into the work by the Contractor.
- Materials verification sampling and testing and inspection to verify the results of the acceptance testing and inspection performed by the Contractor.
- Independent Assurance evaluations will be performed by ITD Materials Section.
- Dispute resolution sampling and testing.

The Sponsor shall coordinate any IA inspections that may be required with ITD.

This includes all work necessary to monitor the Contractor's work in progress to verify the work is in substantial conformance with the Contract Documents. ITD must approve all the inspectors working under this agreement before doing any work on this project. All inspectors will meet the requirements outlined in the Contract Administration Manual, Section 114. Inspectors shall be IQP (ITD) certified Inspectors with sufficient skills and experience to assist in administration of this construction project, from project start up, throughout the duration of the construction activities and through project closeout.

The Sponsor shall provide construction inspection as needed to ensure a quality project. Senior inspectors shall be high school graduates (or GED equivalent) with a minimum of eight (8) years of experience in construction inspection. Inspectors shall be high school graduates (or GED equivalent) with at least three (3) years experience in construction inspection. Inspectors in charge of reviewing the contractor's traffic control shall be TCI IQP certified.

The Sponsor shall:

1. Conduct on-site inspection of the Contractor's work in progress to determine if the work is in

accordance with the Contract Documents. Prepare daily reports on ITD forms recording the Contractor's hours on the site, weather conditions, data relative to questions of change orders, field orders, or changed conditions, site visitors, daily activities, decisions, observations in general, and specific observations in more detail as the case of observing test procedures; maintain in the project files, and send copies to ITD on a weekly basis.

2. Assist in enforcing the current ITD safety policy and the safety provisions of the contract. Take immediate action if warranted and report immediately to ITD the occurrence of: safety deficiencies, incidences, hazardous environmental conditions, emergencies, or acts of God endangering: personnel, work, property or the environment.

3. Report to ITD whenever part of the Contractor's work in progress may not produce a completed project that conforms to the Contract Documents or may prejudice the integrity of the design concept of the completed project as a functioning whole as indicated in the Contract Documents.

4. Identify and recommend corrections for any omissions, substitutions, defects and deficiencies in the work of the Contractor.

5. Receive and review all certificates of inspections, tests, and approvals required by the Contract Documents.

6. Check measurements of pay quantities for accuracy, as requested by the ITD, and prepare required documentation for processing of payment to the Contractor.

The frequency and scope of inspections will vary with the work activity being performed; however, the Sponsor shall perform inspection services in accordance with ITD's procedures, policies, directives and industry-accepted standards.

IV. Material Testing

This task includes all work to determine that the materials supplied and constructed by the Contractor meet the conditions set forth in the contract documents. All sampling and testing personnel working under this agreement must meet the requirements outlined in the Contract Administration Manual, Section 114, for testing and sampling which they perform. All samplers and testers must be accepted by the ITD before performing any work on this project. All testing must be performed at a laboratory qualified through the ITD Laboratory Qualification Program.

The Sponsor shall provide oversight and coordinate the activities of their staff which will include Sampler/Testers with the necessary WAQTC qualifications and skills to perform all associated tests. ITD will provide IA Inspectors and IA testing will be performed by ITD. Materials Verification Testing and inspection duties shall include, but not be limited to asphalt pavement, soils, aggregate, structural and non-structural concrete, conduit installation, incidental items and traffic control operations, and preparation of QC/QA data analysis and review. All work shall be performed in accordance with the project plans, special provisions, ITD Standard Specifications, ITD QA-SP, the ITD Quality Manual and other appropriate standards. The Sponsor will provide all sampling equipment, disposable molds for casting concrete cylinders, sample cartons, sample bags, and other expendable type testing supplies.

The Sponsor shall:

1. Perform project on-site sampling and testing of component materials and completed work items to verify that the materials and workmanship incorporated in each project are in substantial conformity with

the plans, specifications and contract provisions. The Sponsor shall meet the minimum sampling frequencies and other provisions as contained in the contract documents, QA Special Provision, ITD Quality Manual, and as required due to project phasing, or other factors which could affect minimum testing frequencies.

2. Keep ITD informed about schedules for sampling and testing on each project and ensure that all documentation reports on sampling and testing are completed and submitted the same week the work is done or as otherwise directed.
3. Monitor the Contractor's Quality Control Plan pursuant to QC/QA Special Provisions. Insert the acceptance and verification testing results into the electronic QC/QA statistical analysis spreadsheet for aggregates and asphalt pavement pay items and forward this spreadsheet via email to the proper ITD representative.
4. Be responsible for transporting samples to be tested in an ITD laboratory or other laboratory to the appropriate laboratory.
5. The responsibility for control of concrete production is assigned to the Contractor. The Sponsor shall provide daily monitoring of the Contractor's Quality Control activities at the project site and perform acceptance sampling and testing at the specified frequency.
6. Evaluate and determine the acceptability of substitute or "or-equal" materials and equipment proposed by the Contractor. Make recommendations to the ITD for change orders before allowing any substitutes.
7. Compile and maintain in current status, the Materials Summary Log and applicable QC/QA data entry in accordance with the ITD Policy (MAP's Program).

V. Project Closeout

This task involves acquiring and preparing the necessary project closeout documents, which shall include all supporting records. The Sponsor shall:

1. Verify to ITD that all the necessary documents have been received for submission of contractor's affidavit of payment.
2. Receive bonds, certificates, or other evidence of insurance not previously submitted and required by the Contract Documents, including certificates of inspection, tests and approvals, shop drawings, samples, and the annotated record documents which are to be assembled by the Contractor in accordance with the Contract Documents to obtain final payment.
3. Promptly conduct an inspection after notice from the Contractor that the entire work is ready for its intended use, in the company of ITD and the Contractor, to determine if the work is Substantially Complete. If there are no objections from ITD and the Sponsor considers the work substantially complete, the Sponsor shall deliver a certificate of substantial completion to ITD and the Contractor.
4. Participate in a final inspection, to include representatives from ITD, to determine if the completed work by the contractor is acceptable so that the Sponsor may recommend in writing, final payment to the Contractor. Accompanying the recommendation for final payment, the Sponsor shall also provide a notice that the work is acceptable to the best of their knowledge, information and belief and based on the extent of the services provided under this agreement.
5. Prepare and furnish to ITD record plans showing appropriate record information based on project annotated documents received from the Contractor. Supply two (2) sets of red marked plans depicting all

changes to the original contract will be supplied to ITD.

MEMORANDUM

To: Honorable Mayor and City Council

From: Greg A. Weitzel, Parks and Recreation Department Director

Date: June 25, 2014

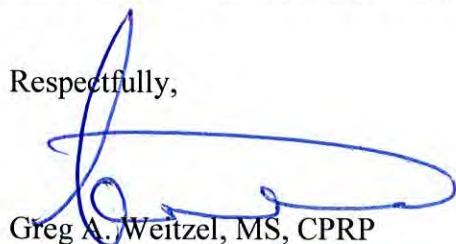
Subject: **HUNT DESIGN CHANGE ORDER #1**

Mayor:

On August 8th, 2013 a bid was awarded to Hunt Design for the creation of a Master Signage and Wayfinding plan for the Idaho Falls Zoo at Tautphaus Park in the amount of \$38,250.00.

Due to additional services being performed beyond the original scope of work, the Department of Parks and Recreation respectfully requests an increase in the awarded contract of \$14,000.00 bringing the original award of \$38,250.00 to a total of \$52,250.00, and requests authorization for the Mayor and City Clerk to accept the executed contract as written.

Respectfully,



Greg A. Weitzel, MS, CPRP
Division of Parks and Recreation

laj

Attachment

c: Mayor
City Clerk
File

MEMORANDUM

To: Honorable Mayor & City Council

From: Greg A. Weitzel, Director, Parks and Recreation Division

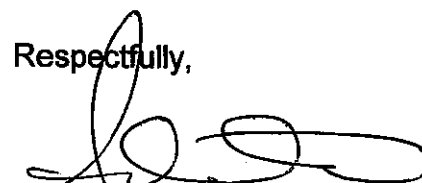
Date: August 6, 2013

Subject: **BID AWARD – City and Tautphaus Park Zoo Signage and Way-Finding Plan**

In June 2013, bids were received and opened for a City of Idaho Falls Master Signage and Way-Finding Plan. Hunt Design was selected by the Signage and Way-Finding committee after reviewing proposals from 14 consultant teams and presentations by two design firms selected by the committee.

The Division of Parks and Recreation recommends approval of the contract, awarded to the lowest, responsible bidder, Hunt Design, in an amount of \$72,250 and \$38,250 for the Tautphaus Park Zoo and requests authorization for the Mayor and City Clerk to sign the contract documents.

Respectfully,



Greg A. Weitzel
Division of Parks and Recreation

gae

Attachment

cc: Mayor
Council
City Clerk
File

March 6, 2015

Idaho Falls Zoo Signage – Request for Additional Fees

Overview

Services for Idaho Falls Zoo signage in our standing Idaho Falls wayfinding contract call for template-based designs, with final layouts and artwork by others. This master-plan form was a good and economical approach at the time of project start-up. However, what has evolved, and what is needed is more than a master plan: actual sign-by-sign design and artwork.

In addition, we did not intend to get into a zoo logo design effort, but only to design a new entry sign (that could theoretically be turned into a logo by others). But now, an actual new logo is needed to fulfill the name change and new brand for the Zoo.

Therefore, we respectfully request an increase in our contract fees to execute the above work.

Additional Work to Original Scope

1. Developed full design concepts, artwork and supervised the fabrication of the new Kookaburra Kafé trailer wrap. A very successful outcome for the 2014 AZA review, but was technically beyond our scope of work. (*Approx 38 hours*)

2. Develop concepts for an Idaho Falls Zoo logo, to be designed in conjunction with the new zoo entrance monument sign now in development under our standing scope of work.
Hunt Design to conceptually study how that might play out on a t-shirt, a mug, a letterhead and a business card just to establish a confidence that the Zoo logo will work beyond the zoo entrance sign. Actual print collateral and brand pieces to be handled by the Zoo.

3. Bid Assistance and Construction Administration

Deliver bid-ready construction documents, drawings and specifications including final design, fabrication, construction details and installation methods for City Divisions to complete work. Copies of construction drawings produced at 11" x 17"

Provide a list of fabricators and clarification or addendum to bidders, review bids and provide recommendations.

Create proposed installation schedule, field mark-ups and be available if needed for construction meetings (via-teleconference) with City Parks and Recreation Division and serve as resource for questions during installation.

Assist in administration of program implementation including review of contractor RFIs, samples and submittals.

Note: The fabricator will supply the built signage and all hardware. The Zoo will be installing all signage for the exception of the following sign types: Entrance Monument, the Digital Ticketing Sign, the Directionals and Region IDs. Our recommendation is to have those larger pieces installed by the signage fabricator as they involve AV equipment and engineering supplied by the fabricator.

Fees Requested

1. Above: \$3,500

2. Above \$8,500

3. Above \$2,000

(Original fees included \$3,825 for CA, however, this new approach will require some additional coordination time with multiple fabricators and installers.)

Total Additional Services: \$14,000

We propose to provide the services as an extension to our existing contract, with all terms and conditions.

Thank you,

A handwritten signature in black ink, appearing to read 'Jennifer Bressler', with a long horizontal flourish extending to the right.

Jennifer Bressler

MEMORANDUM

To: Honorable Mayor and City Council

From: Greg A. Weitzel, Parks and Recreation Department Director

Date: June 5, 2014

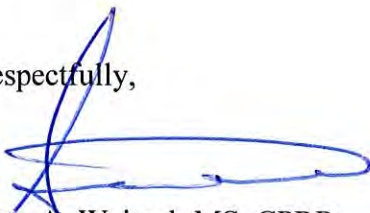
Subject: **PIERSON LAND WORK, LLC CHANGE ORDER #1**

Mayor and Council:

On October 9th, 2014 City Council approved a Professional Services Agreement with Pierson Land Works, LLC for Westside Trail Improvements Plan Review in the amount of \$6,000.00.

Due to additional services performed beyond the original scope of work, the Department of Parks and Recreation respectfully requests an increase of \$6,375.58, bringing the original award of \$6,000.00 to a total of \$12,375.58 and requests authorization for the Mayor and City Clerk to execute the Change Order as written.

Respectfully,



Greg A. Weitzel, MS, CPRP
Division of Parks and Recreation

laj

Attachment

c: Mayor
City Clerk
File



a program for everyone

520 Memorial Drive • P.O. Box 50220 • Idaho Falls, ID 83405 • 208-612-8480

MEMORANDUM

To: Honorable Mayor and City Council

From: Greg A. Weitzel, Director, Parks and Recreation Division

Date: October 9, 2014

Subject: **PROFESSIONAL SERVICES PROPOSAL FOR DOWNTOWN GREENBELT
RENEWAL – WESTSIDE TRAIL IMPROVEMENTS: PLAN REVIEW**

Mayor and Council:

The Parks and Recreation Division respectfully requests authorization to enter into an Agreement with Pierson Land Works, LLC to provide design services and review for the specifications and construction drawings for the Westside Trail Improvements Project. This agreement has been reviewed and approved by the City's attorney.

The Parks and Recreation Division respectfully requests approval and authorization to enter into said agreement with Pierson Land Works, LLC in the amount not to exceed \$6,000.00.

Respectfully,

Greg A. Weitzel, MS, CPRP
Division of Parks and Recreation

laj

Attachment

c: Mayor
City Clerk
File

CHANGE ORDER

Only to be signed if the original work outlined on page 1 has been revised and/or additional work is requested

PROJECT NO: 14271

STANDARD WORK ORDER AGREEMENT FOR PROFESSIONAL SERVICES BETWEEN PIERSON LAND WORKS LLC AND CLIENT/AGENT

Project Name: Idaho Falls Greenbelt West Side Trail Improvements

Project Location: Idaho Falls Greenbelt

Pierson Land Works LLC and Idaho Falls Parks & Recreation "Client/Agent" are parties to an agreement dated 6.8.2015 and wish to amend the agreement as follows:

A. Pierson Land Works LLC agrees to perform the following Additional Professional Services:

Westside Trail Landscape improvements in focus areas, including revisions requested by Idaho Falls City Engineers and the Idaho Transportation Department.

B. The compensation for said Addition Services shall be billed as time and materials.

CHANGE ORDER 1: \$6,375.58

Except as expressly amended or modified herein, the Agreement shall remain unmodified and in full force and effect.

Pierson Land Works LLC

6.8.2015
Date

Client/Agent

Date

MEMORANDUM

To: Honorable Mayor and City Council

From: Greg A. Weitzel, Director, Parks and Recreation Department

Date: June 25, 2015

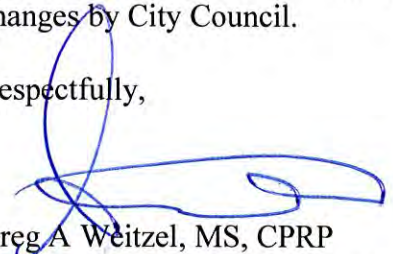
Subject: **COMMUNITY FORESTRY ORDINANCE CHANGES**

Mayor and Council:

Attached for your consideration is a draft Shade Tree Ordinance with proposed changes to clarify general language and definition of "Street Trees". The changes have been reviewed and approved by the City Attorney.

The Department of Parks and Recreation respectfully requests the authorization and approval of said changes by City Council.

Respectfully,



Greg A. Weitzel, MS, CPRP
Department of Parks and Recreation

laj

Attachments

c: Mayor
City Clerk
File

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF IDAHO FALLS, IDAHO AMENDING TITLE 8, CHAPTER 9, SECTION 2, BY AMENDING THE DEFINITION OF "STREET TREE" TO INCLUDE BRANCHES THAT OVERHANG A PUBLIC RIGHT-OF-WAY; PROVIDING SEVERABILITY, CODIFICATION, PUBLICATION BY SUMMARY, AND ESTABLISHING EFFECTIVE DATE.

WHEREAS, Title 8, Chapter 9, of the Idaho Falls City Code was amended on October 9, 2014 by Council; and

WHEREAS, due to an inadvertence, changes to the definition of "Street Tree" were incomplete; and

WHEREAS, the Council wishes to include proposed language in the definition of "Street tree".

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

SECTION 1. Title 8, Chapter 9, Section 2, of the City Code of the City of Idaho Falls shall be amended as follows:

8-9-2: DEFINITIONS

...

14. **STREET TREE:** Any tree, shrub, bush, and all other woody vegetation whose critical root zone is located on or encroaches into any public right-of-way or whose branches overhang any public right-of-way owned or managed by the City; or an adjacent property owner.

...

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 _____, 2015.

CITY OF IDAHO FALLS, IDAHO

REBECCA L. NOAH CASPER, MAYOR

ATTEST:

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 AMENDING TITLE 8, CHAPTER 9, SECTION 2, BY AMENDING THE DEFINITION OF "STREET TREE" TO INCLUDE BRANCHES THAT OVERHANG A PUBLIC RIGHT-OF-WAY; PROVIDING SEVERABILITY, CODIFICATION, PUBLICATION BY SUMMARY, AND ESTABLISHING EFFECTIVE DATE."

(SEAL)

KATHY HAMPTON, CITY CLERK

MEMORANDUM

To: Honorable Mayor and City Council

From: Greg A. Weitzel, Director, Parks and Recreation Department

Date: June 25, 2015

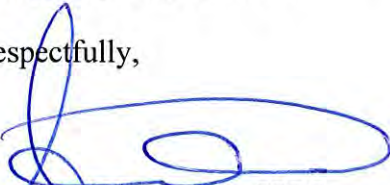
Subject: **GOLF ADVISORY BOARD ORDINANCE CHANGES**

Mayor and Council:

Attached for your consideration is a draft Golf Advisory Board Ordinance with proposed changes to clarify general language, seat delineations and attendance requirements. The changes have been reviewed and approved by the City Attorney.

The Department of Parks and Recreation respectfully requests the authorization and approval of said changes by City Council.

Respectfully,



Greg A. Weitzel, MS, CPRP
Department of Parks and Recreation

laj

Attachments

c: Mayor
City Clerk
File

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF IDAHO FALLS, IDAHO AMENDING TITLE 2, CHAPTER 6 BY ADDING ATTENDANCE REQUIREMENTS FOR BOARD MEMBERS CLARIFYING ELECTIONS; PROVIDING SEVERABILITY, CODIFICATION, PUBLICATION BY SUMMARY, AND ESTABLISHING EFFECTIVE DATE.

WHEREAS, the Golf Advisory Board serves as a valuable tool for citizen and other input relative to City's golf courses; and

WHEREAS, consistency and attendance is important in order to allow the Golf Advisory Board to provide such input; and

WHEREAS, the Council desires to encourage participation and attendance on the Golf Advisory Board.

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

SECTION 1. Title 2, Chapter 6 of the City Code of the City of Idaho Falls shall be amended as follows:

2-6-1: APPOINTMENT OF BOARD: The Golf Advisory Board shall consist of thirteen (13) voting members and ex-officio members as set forth below.

2-6-2: COMPOSITION OF BOARD: Ex-officio members of the Board shall consist of the Director of Parks and Recreation and the golf professional(s) at the Pinecrest, Sandcreek, Sage Lakes, ~~or~~ and other golf courses owned or operated by the City. Voting members of the Board shall consist of the following, or their designee:

- (A) The president of the Idaho Falls Men's Golf Association.
- (B) The president of the Idaho Falls Women's Golf Association.
- (C) The president of the Senior Golf Association.
- (D) The president of the Junior Golf Association.
- (E) The president of the Working Women's League.
- (F) A member of the Idaho Falls Parks and Recreation Commission, as appointed by the Mayor.

(G) Six (6) at-large members appointed by the Mayor without regard to their affiliation with any group or organization.

(H) A member of the City Council, as appointed by the Mayor.

All appointments to the Board shall be confirmed by the Council.

2-6-3: TERMS: All ex-officio members shall serve as long as they continue to serve in the offices or capacities designated in this Chapter~~the preceding section~~. All at-large members shall serve terms of three (3) years, except that the terms of the initial Board members may be less than three years as necessary to provide for staggered terms of office. The terms of no more than two (2) at-large members shall expire in any calendar year. Terms of at-large members shall expire on December 31 of the third year of their appointment. All other appointed, voting Board members shall serve indefinite terms at the will and pleasure of the Mayor and Council.

2-6-4: VACANCIES: The Mayor, with the consent of the ~~City~~ Council, shall appoint a qualified person to fill the unexpired term of any Board member in the event of a vacancy or in the event any member ceases to be qualified.

2-6-5: COMPENSATION: Board members shall serve without compensation.

2-6-6: ORGANIZATION: During the last meeting of each calendar year, (The Board shall elect, by a majority vote, a chairperson, an assistant chairperson and a secretary person to act as Chair from its membership, who shall serve until replaced or re-elected pursuant to this Subsection.

2-6-7: RULES AND REGULATIONS: The Board shall adopt rules and regulations consistent with and as necessary to carry out the provisions of this Chapter.

2-6-8: DUTIES: The Golf Advisory Board shall make recommendations to the Mayor and Council concerning the operation, maintenance and conduct of the City golf courses. It also shall study existing City golf facilities and make recommendations concerning the advisability and feasibility of acquiring additional golf courses or facilities or of expanding or renovating existing facilities.

2-6-9: ATTENDANCE: A voting Board member may be removed from the Board following two (2) consecutive absences which are not excused by the Chair, or where the voting Board member is absent from more than two (2) Board meetings in any calendar year. Following either of these occurrences, the Chair may request that the Mayor remove such Board member.

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 _____, 2014.

CITY OF IDAHO FALLS, IDAHO

REBECCA L. NOAH CASPER, MAYOR

ATTEST:

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 AMENDING TITLE 2, CHAPTER 6 BY ADDING ATTENDANCE REQUIREMENTS FOR BOARD MEMBERS CLARIFYING ELECTIONS; PROVIDING SEVERABILITY, CODIFICATION, PUBLICATION BY SUMMARY, AND ESTABLISHING EFFECTIVE DATE."

(SEAL)

KATHY HAMPTON, CITY CLERK

DRAFT

MEMORANDUM

To: Honorable Mayor and City Council

From: Greg A. Weitzel, Director, Parks and Recreation Department

Date: June 25, 2015

Subject: **ICE ARENA ADVISORY BOARD ORDINANCE CHANGE**

Mayor and Council:

Attached for your consideration is a draft Ordinance for the repeal of Title 2 Chapter 14 Ice Arena Advisory Committee. The document has been reviewed and approved by the City Attorney.

The Department of Parks and Recreation respectfully requests the authorization and approval of said document by City Council.

Respectfully,



Greg A Weitzel, MS, CPRP
Department of Parks and Recreation

laj

Attachments

cc: Mayor
City Clerk
File

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF IDAHO FALLS, IDAHO, REPEALING
TITLE 2, CHAPTER 14 IN ITS ENTIRETY; PROVIDING SEVERABILITY,
CODIFICATION, PUBLICATION BY SUMMARY, AND ESTABLISHING
EFFECTIVE DATE.

WHEREAS, the Ice Arena Advisory Committee was established by City Council on September 27, 2012 to provide input, advice and recommendations primarily to the Parks and Recreation Commission and to the Department of Parks and Recreation staff on matters related to the Joe Marmo/Wayne Lehto Ice Arena; and

WHEREAS, at the time of the establishment of the Ice Arena Advisory Committee, the City did not employ a full-time manager to handle day-to-day operations including scheduling, programming, budgeting, staff and customer service; and

WHEREAS, the Ice Arena Manager will now be responsible for the effective and efficient operation of the arena for the benefit of Idaho Falls residents and visitors and will be committed to communicating and improving user group relationships and the facility as a whole.

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

SECTION 1. Title 2, Chapter 14, Ice Arena Advisory Committee, is rescinded in its entirety.

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 _____, 2015.

CITY OF IDAHO FALLS, IDAHO

REBECCA L. NOAH CASPER, MAYOR

ATTEST:

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
AMENDING TITLE 2, CHAPTER 6 BY ADDING ATTENDANCE
REQUIREMENTS FOR BOARD MEMBERS CLARIFYING ELECTIONS;
PROVIDING SEVERABILITY, CODIFICATION, PUBLICATION BY
SUMMARY, AND ESTABLISHING EFFECTIVE DATE."

(SEAL)

KATHY HAMPTON, CITY CLERK



CITY OF IDAHO FALLS

PLANNING AND BUILDING DIVISION

P.O. BOX 50220
IDAHO FALLS, IDAHO 83405-0220
www.idahofallsidaho.gov

Planning Department • (208) 612-8276 FAX (208) 612-8520 Building Department • (208) 612-8270

BGC-061-15

MEMORANDUM

TO: Honorable Mayor and City Council
FROM: Brad Cramer, Community Development Services Director
SUBJECT: CDBG 2014 CAPER Resolution
DATE: June 18, 2015

Attached is the Resolution approving the 2014 CDBG Consolidated Annual Performance and Evaluation Report (CAPER). The CAPER was reviewed by the Council at the May 28, 2015 City Council meeting. No comments were received during the public comment period. The Resolution is now being submitted to the Mayor and City Council for approval.

Attachments: 2014 CAPER Resolution

cc: Kathy Hampton
 File
 Lisa Farris

RESOLUTION NO. _____
RESOLUTION OF THE CITY OF IDAHO FALLS
ADOPTING THE **FY2014 ANNUAL REPORT**
Consolidated Annual Performance and Evaluation Report (CAPER)
FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT

WHEREAS, the City of Idaho Falls has been designated as an entitlement city by the U.S Department of Housing and Urban Development;

WHEREAS, The City of Idaho Falls receives annual grant funding as an entitlement city;

WHEREAS, the City of Idaho Falls is required to submit an Annual Report describing how the grant funds were used and the resulting benefits;

WHEREAS, the City of Idaho Falls held a public hearing on the FY2014 Annual Report held before City Council on May 28, 2014;

WHEREAS, a 15 day public comment period was opened on May 29, 2015 and closed on and through June 12, 2015;

WHEREAS, the City of Idaho Falls has considered all comments received during the 15 day comment period;

WHEREAS, all requirements for adopting the report have been met;

NOW, THEREFORE, be it resolved by the Mayor and City Council of the City of Idaho Falls to adopt the FY2014 Annual Report and submit the FY2014 Annual Report to the U.S. Department of Housing and Urban Development.

DATED this 25th day of June, 2015.

Rebecca L. Noah Casper, Mayor

ATTEST:

Kathy Hampton, City Clerk

RESOLUTION NO. _____
RESOLUTION OF THE CITY OF IDAHO FALLS
ADOPTING THE **FY2014 ANNUAL REPORT**
Consolidated Annual Performance and Evaluation Report (CAPER)
FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT

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WHEREAS, a 15 day public comment period was opened on May 29, 2015 and closed on and through June 12, 2015;

WHEREAS, the City of Idaho Falls has considered all comments received during the 15 day comment period;

WHEREAS, all requirements for adopting the report have been met;

NOW, THEREFORE, be it resolved by the Mayor and City Council of the City of Idaho Falls to adopt the FY2014 Annual Report and submit the FY2014 Annual Report to the U.S. Department of Housing and Urban Development.

DATED this 25th day of June, 2015.

Rebecca L. Noah Casper, Mayor

ATTEST:

Kathy Hampton, City Clerk



CITY OF IDAHO FALLS

PLANNING AND BUILDING DIVISION

P.O. BOX 50220
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BGC-070-15

MEMORANDUM

TO: Honorable Mayor and City Council
FROM: Brad Cramer, Community Development Services Director
SUBJECT: Final Plat and Reasoned Statement of Relevant Criteria and Standards, Westland Heights, Division No. 3, 1st Amended
DATE: June 18, 2015

Attached is the application for Final Plat and Reasoned Statement of Relevant Criteria and Standards for Westland Heights, Division No. 3, 1st Amended. The Planning and Zoning Commission considered the plat at its May 5, 2015 meeting and recommended approval by unanimous vote. Staff concurs with this recommendation. This item is now being forwarded to the Mayor and City Council for consideration

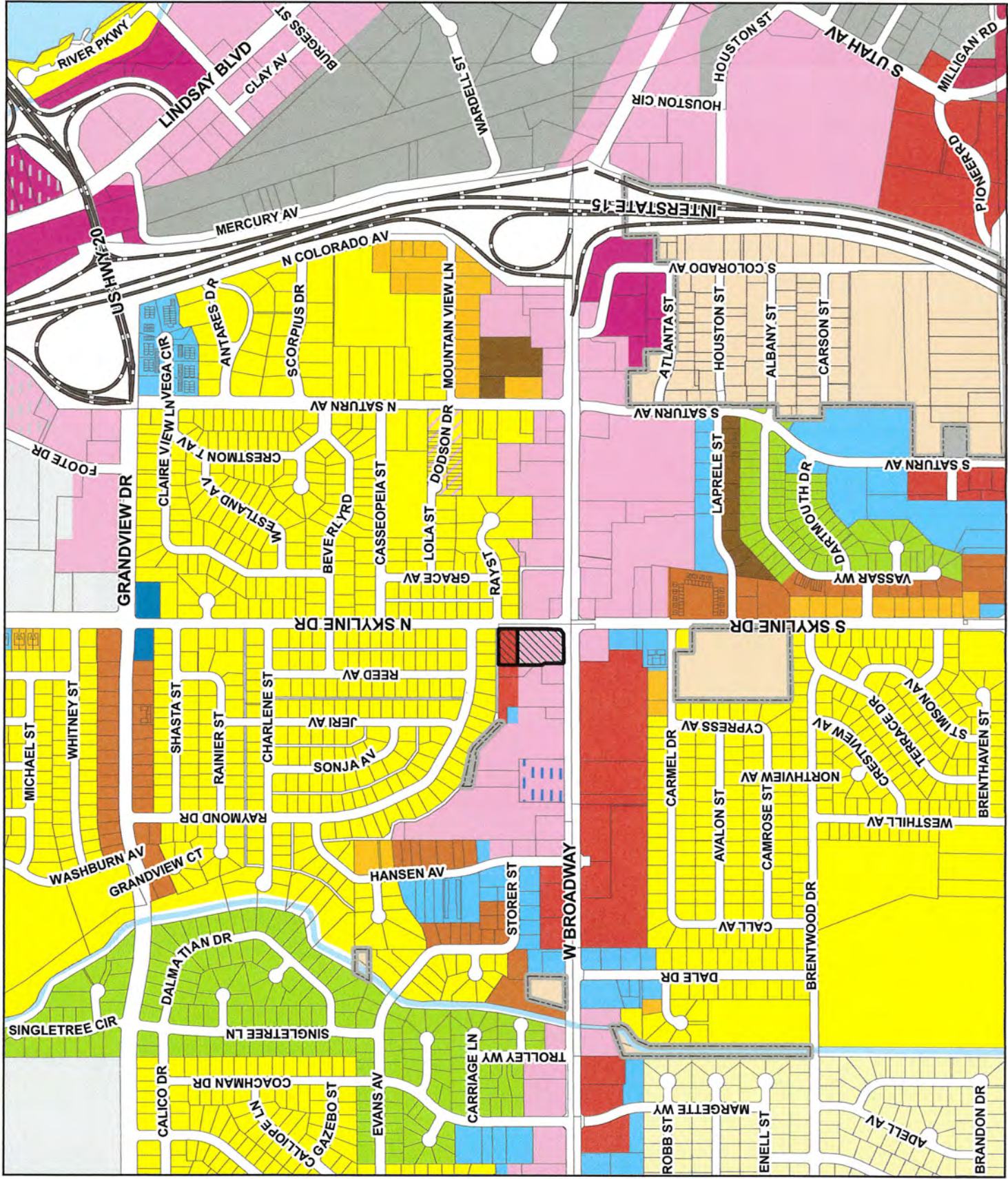
Attachments: Vicinity Map
Aerial Photo
Final Plat
Planning and Zoning Commission minutes, May 5, 2015
Staff Report, May 5, 2015
Reasoned Statement of Relevant Criteria and Standards

cc: Kathy Hampton
File



Legend

- Site
- RP
- RP-A
- R-1
- R-2
- R2A
- R-3
- R-3A
- PB
- MS
- RSC-1
- C-1
- HC-1
- CC-1
- GC-1
- R&D-1
- M-1
- I&M-1
- I&M-2
- RMH
- PT-1
- PT-2
- PT-2 & T-1
- PUD
- T-1
- T-2
- 30' Setback
- 50' Setback
- City Limits
- Area of Impact





DODSON DR

LOLA ST

GRACE AVE

RAY ST

N SKYLINE DR

S SKYLINE DR

RAYMOND DR

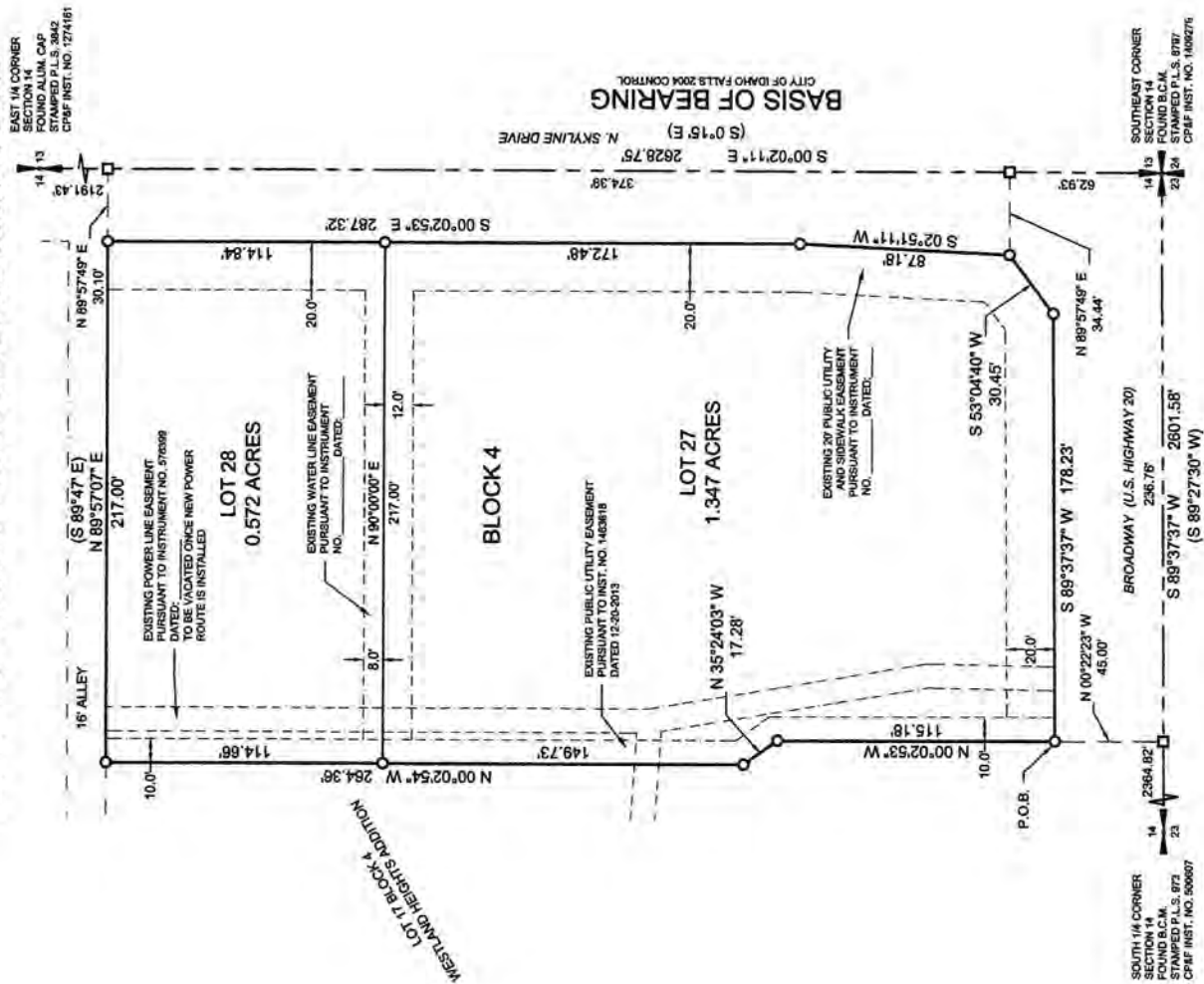
REED AV

JERI AV

W BROADWAY

Walgreens

AN ADDITION TO THE CITY OF IDAHO FALLS BEING A RE-PLAT
OF LOTS 11-16 AND A PORTION OF LOT 17
BLOCK 4 OF WESTLAND HEIGHTS ADDITION
DIVISION NO. 3 IN PART OF THE SE 1/4 OF THE SE 1/4 OF
SECTION 14, T. 2 N., R. 37 E.B.M BONNEVILLE COUNTY, IDAHO



Wimborne moved to approve the Reasoned Statement of Relevant Criteria and Standards. Josephson seconded the motion and it passed unanimously.

Cramer stated now that the plat and the written decision are approved, the decision will be signed on May 6, 2015, which will begin the 14 day time period for a request for reconsideration by an affected party.

2. Final Plat: Westland Heights, Division No. 3, 1st Amended. Beutler presented the staff report, a part of the record. Wimborne asked and Beutler agreed that the bank building would be built north of the ATM. Dixon asked and Beutler agreed that the white building on the aerial no longer exists. Black asked if there will be additional fencing and landscaping at the back of the property. Beutler stated it will depend on how the bank develops. The ordinance reads that if there are more than 5 parking spaces adjacent to residential there is a requirement for buffering. Dixon asked if the property will have a very narrow alley and no buffering. Beutler stated it will depend on how the bank property develops and where the parking is located. Dixon asked about the setback requirements from residential. Beutler stated that the set back on C-1 is 30 feet from the front of the building.

Wimborne moved to recommend to the Mayor and City Council approval of the Final Plat for Westland Heights, Division No. 3, 1st Amended. Black seconded the motion and it passed unanimously.

3. Final Plat: Kingston Plaza, Division No. 1, 1st Amended. Beutler presented the staff report, a part of the record. Morrison asked if there will be any landscaping strips. Beutler stated that unless they make significant changes to the parking lot layout there will be no requirement to update the landscaping. Black asked if there are three separate owners in this area. Beutler stated he did not know who the owner of the separate lot (not being discussed) is.

Dixon moved to recommend to the Mayor and City Council approval of the Final Plat for Kingston Plaza, Division No. 1, 1st Amended, as presented, including the need for cross access agreements prior to the plat going to the City Council. Wimborne seconded the motion and it passed unanimously.

Morrison adjourned meeting at 7:40 p.m.

Respectfully Submitted,

Beckie Thompson, Recorder

IDAHO FALLS PLANNING AND ZONING COMMISSION
STAFF REPORT

**Westland Heights Addition, Division No. 3, First Amended
Being a re-plat of Lots 11-16 and a portion of Lot 17, Block 4
May 5, 2015**



Community
Development
Services

Applicant: Harper-Leavitt
Engineering, INC.

Location: Located in the
northwest corner of the
intersection of Skyline Drive
and W. Broadway

Size: Approx. 1.91 acres

Existing Zoning:

Site: HC-1 & C-1

North: R-1

South: HC-1 & C-1

East: HC-1 & R-1

West: HC-1 & C-1

Existing Land Use:

Site: Commercial

North: Single Family
Residential

South: Commercial

East: Single Family

Residential/ Commercial

West: Commercial

Future Land Use Map:

Commercial

Attachments:

1. Subdivision information
2. Maps and aerial photos
3. Final plat

Requested Action: To recommend to the Mayor and City
Council approval of the final plat.

Staff Comments: The area being platted is currently zoned
HC-1 and C-1. Previously, this portion of Westland
Heights Addition included six lots that fronted onto Skyline
Drive. The replat of the property will establish two lots with
the boundary line between lots matching the zoning division
line between HC-1 and C-1. A new Walgreens store has
been constructed on Lot 27, zoned HC-1. Wells Fargo has
constructed an ATM on Lot 28, zoned C-1, with the intent of
establishing a future branch location on the site.

The HC-1 and C-1 Zones do not require a minimum lot area
or width for commercial uses. Access to the property comes
from West Broadway and Skyline Drive. A shared access
for both lots has been constructed on the north property line
of Lot 27 with construction of the Walgreens. An existing
alley runs along the north of Lot 28, providing separation
from the residential uses to the north. Buffering for the
residential uses will depend on how the bank location is laid
out and will be addressed at the time of development.

Recommendation: Staff has reviewed the final plat and finds
that it meets the minimum requirements of the HC-1 and C-1
Zones and complies with the subdivision ordinance. Staff would
recommend approval.

7-10 C-1 LIMITED BUSINESS ZONE

7-10-1 General Objectives and Characteristics. The C-1 Limited Business Zone has been established as a district in which the primary use of the land is for retail stores and service establishments of a kind which sell the types of goods and services needed to fill the daily household and personal service requirements of the people living in the surrounding area. This zone is usually located at specific locations along major streets and is characterized by buildings having a wide variety of architectural forms and shapes.

The objectives in establishing this zone are to:

- A. Encourage the development and continued use of the land within the zone for business purposes.
- B. To promote the development of serviceable and convenient retail and service facilities.
- C. To provide appropriate areas for the development of business uses within the City and to prevent the scattering of business uses into surrounding zones.
- D. To prohibit industrial uses within the zone and to discourage any other use which tends to thwart or militate against the continued use and development of the land within the zone for its primary purposes.

7-10-2 Use Requirements. The following uses shall be permitted in the C-1 Zone:

- A. Any use permitted in the RSC-1 Residence Shopping Zone.
- B. Appliance Shops and appliance service establishments.
- C. Bakeries.
- D. Motels.
- E. Beer Parlors, and taverns, as a secondary use only, when incidental to such uses as clubs, lodges and restaurants.
- F. Commercial garages, but NOT including the storage of wrecked or dismantled automobiles.
- G. Dwellings and Home Occupations.
- H. Radio and T.V. studios and antennas.
- I. Glass cutting and installation.
- J. Public buildings and public utility buildings and structures.
- K. Plumbing and carpenter shops and similar craft shops.
- L. Drive-in restaurants, or restaurants with drive-up windows.
- M. Signs identifying the buildings and signs advertising products sold on the premises as permitted by the City's Sign Code.
- N. Enclosed rental storage facilities.
- O. Other uses ruled by the City Council to be similar to the above listed uses and in harmony with the objectives and characteristics.

7-10-3 Area Requirements. There shall be no lot area requirements for commercial buildings and structures constructed in accordance with adopted building codes of Idaho Falls, except as may be required for off-street parking, yards and Paragraph 4-8 of this Ordinance. Dwellings shall comply with the area requirements of Section 7-7-3 of this Ordinance and the width requirements of Section 7-7-4 of this Ordinance.

7-10-4 Width Requirements. There shall be no lot width requirements for commercial buildings and structures constructed in accordance with the Building Code of Idaho Falls. For dwellings, the minimum width of lots shall be fifty (50) feet.

7-11 HC-1 LIMITED BUSINESS ZONE

7-11-1 General Objectives and Characteristics. The HC-1 Limited Business Zone has been established as a district in which the primary use of the land is for retail stores and service establishments to serve the traveling public. This zone is usually located at specific locations along highways leading into the City, and is characterized by buildings set back from the right-of-way line and having a wide variety of architectural forms and shapes.

The objectives in establishing this zone are to:

- A. Encourage the development and continued use of the land within the zone for business purposes.
- B. To promote safety on the highway.
- C. To maintain maximum use of highway right-of-way for travel purposes.
- D. To prohibit uses which tend to thwart or militate against the continued use and development of the land within the zone for its primary purpose.

7-11-2 Use Requirements. The following uses shall be permitted in the HC-1 Zone:

- A. Any use permitted in the RSC-1 Residential Shopping Center Zone, and in the C-1 Limited Business Zone, except that dwellings shall not be permitted unless such dwellings are custodial or caretakers dwellings incidental to the use of the land for commercial purposes.
- B. Super service stations.
- C. Automobile sales lots.
- D. Drive-in eating establishments.
- E. Machinery sales establishments.
- F. Amusement enterprises, such as merry-go-rounds, penny arcades, etc.
- G. Other uses ruled by the City Council to be similar to the above listed uses, and in harmony with the objectives and characteristics of this zone.
- H. Retail establishments with incidental wholesaling, but excluding establishments the principal activity of which is a storage warehouse.
- I. Auto body shops.
- J. Beer parlors, taverns and cocktail lounges.
- K. Open storage areas, provided they are buffered from public streets by:
 - 1. site planning that uses structures to buffer open storage areas from public streets, or
 - 2. a minimum seven (7) foot wide landscaped buffer, which may include a fence or wall at the rear of the buffer.

7-11-3 Area, Width, Location, Height, and Size Requirements. No requirements, except that all buildings shall be setback a minimum distance of thirty (30) feet from any public street except as herein provided and required under the provisions of this Ordinance.

Subdivision Ordinance: Boxes with an "X" indicated compliance with the ordinance

REQUIREMENTS	Staff Review
• Purposes listed in Section 10-1-1 as follows:	
Building envelopes sufficient to construct a building.	X
Lot dimensions conform to the minimum standards of Zoning Ordinance.	X
Lots have full frontage on, and access to, a dedicated street.	X
Residential lots do not have direct access to arterial streets.	NA

Direct access to arterial streets from commercial or industrial lots shall be permitted only where it can be demonstrated that: 1) The direct access will not impede the flow of traffic on the arterial or otherwise create an unsafe condition; 2) There is no reasonable alternative for access to the arterial via a collector street; 3) There is sufficient sight distance along the arterial from the proposed point of access; 4) The proposed access is located so as not to interfere with the safe and efficient functioning of any intersection; and 5) The developer or owner agrees to provide all improvements, such as turning lanes or signals, necessitated for the safe and efficient uses of the proposed access.	X
Adequate provisions shall be made for soil preservation, drainage patterns, and debris and waste disposal and collection.	X
Sidelines of lots shall be at, or near, right angles or radial to the street lines. All corner lots shall have a minimum radius of twenty feet on the property line.	X
All property within the subdivision shall be included within a lot or area dedicated for public use.	X
All corner lots zoned RP through R-3, inclusive, shall be a minimum of ten percent larger in area than the average area of all similarly zoned lots in the plat or subdivision under consideration.	NA
All major streets in subdivision must conform to the major street plan of the City, as set forth in Comprehensive Plan.	NA
The alignment and width of previously platted streets shall be preserved unless topographical conditions or existing buildings or structures required otherwise.	NA
Residential lots adjoining arterial streets shall comply with: 1) Such lots shall have reverse frontage on the arterial streets, 2) such lots shall be buffered from the arterial street by any effective combination of the following: lot depth, earth berms, vegetation, walls or fences, and structural soundproofing, 3) Minimum lot depth shall be 150 ft except where the use of berms, vegetation, and structures can be demonstrated to constitute an effective buffer, 4) Whenever practical, existing roadside trees shall be saved and used in the arterial buffer, 5) Parking areas shall be used as part of the arterial buffer for high density residential uses, 6) Annexation and development agreement shall include provisions for installation and continued maintenance of arterial buffers.	NA
Planning Director to classify street on basis of zoning, traffic volume, function, growth, vehicular & pedestrian safety, and population density.	NA

Comprehensive Plan Policies:

Require perimeter landscaping for new commercial development. Perimeter landscaping is not required for heavier commercial and industrial zones. Perimeter landscaping in all zones along our major highways will reduce the visual impact of parking areas and create more attractive entrance ways. To be effective, perimeter landscaping twenty to thirty feet in width is needed. The Urban Land Institute notes landscaping at least ten percent of the total site and twenty percent of the parking area is reasonable for commercial development. (p.47)

Encourage development in areas served by public utilities or where extensions of facilities are least costly. Not only is a compact city convenient but the provision of public facilities is less expensive. Growth does not always occur at the fringe of a community. Vacant lands or underutilized parcels may redevelop to more intensive uses which use existing utilities. In the Broadway-Utah Avenue area between I-15 and Snake River Parkway, 42 properties redeveloped in the period from 1989 to 2013, over 1,800 jobs were created, and assessed valuations increased by \$141 million. The City should continue programs which use private/public partnerships to redevelop the land inside the City's boundaries. (p. 67)

REASONED STATEMENT OF RELEVANT CRITERIA AND STANDARDS

FINAL PLAT FOR WESTLAND HEIGHTS ADDITION, DIVISION NO. 3, FIRST AMENDED, LOCATED IN THE NORTHWEST CORNER OF THE INTERSECTION OF SKYLINE DRIVE AND BROADWAY

WHEREAS, the applicant filed an application for final plat on April 2, 2015; and

WHEREAS, this matter came before the Idaho Falls Planning and Zoning Commission on May 5, 2015; and

WHEREAS, this matter came before the Idaho Falls City Council during a duly noticed public meeting on June 25, 2015; and

WHEREAS, having reviewed the application, including all exhibits entered and having considered the issues presented:

I. RELEVANT CRITERIA AND STANDARDS

1. The Council considered the request pursuant to the City of Idaho Falls 2013 Comprehensive Plan, the City of Idaho Falls Zoning Ordinance, the City of Idaho Falls Subdivision Ordinance, the Local Land Use Planning Act, and other applicable development regulations.
2. The property is an approximate 1.91 acre parcel located in the northwest corner of the intersection of Skyline Drive and Broadway.
3. The southern lot is zoned HC-1 with the northern lot being zoned C-1.
4. The subdivision includes two lots whose boundary line will match the existing zoning boundary.
5. Both lots have frontage onto Skyline Drive, including a shared access drive that was constructed with the new Walgreens development. Access also exists onto Broadway.
6. The final plat complies with the requirements set forth within the Subdivision Ordinance of the City of Idaho Falls.

II. DECISION

Based on the above Reasoned Statement of Relevant Criteria, the City Council of the City of Idaho Falls approved the plat for Westland Heights Addition, Division No. 3, First Amended.

PASSED BY THE CITY COUNCIL OF THE CITY OF IDAHO FALLS

THIS _____ DAY OF _____, 2015

Rebecca L. Noah Casper, Mayor



CITY OF IDAHO FALLS

PLANNING AND BUILDING DIVISION

P.O. BOX 50220
IDAHO FALLS, IDAHO 83405-0220
www.idahofallsidaho.gov

Planning Department • (208) 612-8276 FAX (208) 612-8520 Building Department • (208) 612-8270

BGC-071-15

MEMORANDUM

TO: Honorable Mayor and City Council
FROM: Brad Cramer, Community Development Services Director
SUBJECT: Final Plat and Reasoned Statement of Relevant Criteria and Standards, Sunnyside
 Retail at SRL, Division No. 1, 2nd Amended
DATE: June 18, 2015

Attached is the application for Final Plat and Reasoned Statement of Relevant Criteria and Standards for Sunnyside Retail at SRL, Division No. 1, 2nd Amended. The Planning and Zoning Commission considered the plat at its June 2nd, 2015 meeting and recommended approval by unanimous vote. Staff concurs with this recommendation. This item is now being forwarded to the Mayor and City Council for consideration

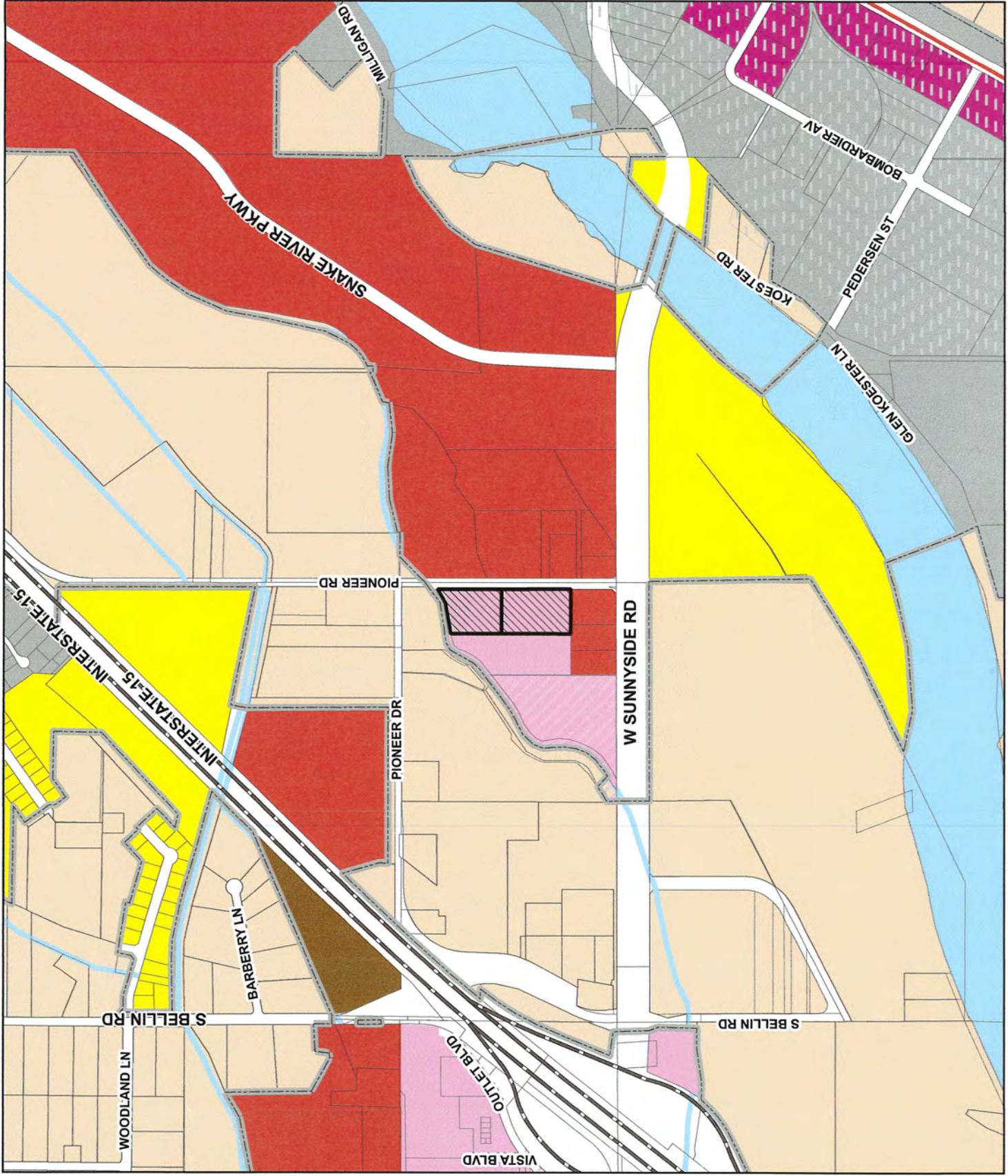
Attachments: Vicinity Map
 Aerial Photo
 Final Plat
 Draft Planning and Zoning Commission minutes, June 2nd, 2015
 Staff Report, June 2nd, 2015
 Reasoned Statement of Relevant Criteria and Standards

cc: Kathy Hampton
 File



Legend

- Site
- RP
- RP-A
- R-1
- R-2
- R2A
- R-3
- R-3A
- PB
- MS
- RSC-1
- C-1
- HC-1
- CC-1
- GC-1
- R&D-1
- M-1
- I&M-1
- I&M-2
- RMH
- PT-1
- PT-2
- PT-2 & T-1
- PUD
- T-1
- T-2
- 30' Setback
- 50' Setback
- City Limits
- Area of Impact





MILLIGAN RD

SNAKE RIVER PKWY

ENTERPRISE ST

S YELLOWSTONE AV

PEDERSEN ST

BOMBARDIER AV

KOESTER RD

GLEN KOESTER LN

PIONEER RD

PIONEER DR

W SUNNYSIDE RD

INTERSTATE 15

IRONWOOD DR

GRIZZLY AV

S BELLIN RD

BARBERRY LN

WOODLAND LN

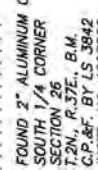
CHARLOTTE DR

OUTLET BLVD

S BELLIN RD

PROFESSIONAL WY

BEING A RE-PLAT OF A PORTION OF LOT 8, BLOCK 1,
SUNNYSIDE RETAIL AT SRL DIVISION NO. 1 - 1ST AMENDED PLAT,
AN ADDITION TO THE CITY OF IDAHO FALLS, BONNEVILLE COUNTY, IDAHO
PART OF THE SE 1/4 OF THE SW 1/4 OF SECTION 26, T. 2 N., R. 37 E., B.M.



Density Housing as defined in the Comprehensive Plan. Dixon stated that the density on this plat is 2.7 units per net acre. Dixon stated the drainage pond is looked at as a buffer because they do provide a set-back. Dixon asked if the developer offered to provide any park like amenities in the drainage pond. Cramer stated that he does not recall anything beyond landscaping. Cosgrove stated that the original proposed lot size was on average 15,600 sq. ft. which makes it very consistent to the lot sizes with Southpoint, Yorkside and Sunterra. Cosgrove stated that Avalon is within the law, and she does not see any legal or moral grounds to turn down Avalon. Swaney stated that developers are not assuming that they are going to have to develop their property according to broad and varied interpretations of the Comprehensive Plan. Swaney added that developers come and present their applications before the Commission based upon the ordinances that are hard and fast. Swaney continued to state that the ordinance is the standard that has to be used to establish a playing field. Swaney stated that the Avalon subdivision as presented and revised to accommodate all the ordinance requirements meets the ordinance. Dixon stated that Solstice is an example of City development with lots larger than one acre. Josephson stated that he was impressed with Jim Johnson's presentation and the slide labeled "cut and paste", as it shows that a little more accommodating could be done on this preliminary plat. Josephson asked if it is too late to propose the change to the preliminary plat. Cramer stated it is not too late to request that change. Wimborne stated and Cramer agreed that the cutting and pasting might not meet engineering standards and City recommended road layout and would need to be checked for compliance to the requirements. Dixon noted that it appears that the southeast corner there may already be a hole or drainage off of the field and that would present a problem for development of a structure.

Martin Woodbury, 378 Hallmark, Idaho Falls, Idaho. Woodbury stated that the hole referenced by Dixon, is a gravel pit that was used to develop the road when York and Holmes were put in the area. Woodbury stated that the developer has already started to fill that gravel pit and is over 1/3 full.

Dixon stated that if you fill a hole in it will have a different density than original ground, and as such you will want to use that area as a parking lot or something other than a structure, so there is not settling problems. The current plan from the developer has that as the drainage basin, rather than as a building lot.

Swaney moved to approve the Avalon Subdivision Preliminary Plat as originally presented, Cosgrove seconded the motion and it passed 6-1. Josephson objected to the motion as he understands that the developer is meeting the ordinances and meeting the conditions and legalities, but he feels like there needs to be more drafting done before it is approved.

Cramer asked the Board to look at Reasoned Statement of Relevant Criteria and advise him of any changes that need to be made to the document.

Dixon stated that one thing to add is information of the "cut and paste" plan and why the Board did not consider it, to include, the gravel pit in the corner and the reverse frontage off of the arterial. Wimborne stated that her concerns with the "cut and paste" was whether or not it met the access issues and was in compliance with the requirements.

2. Final Plat: Sunnyside Retail at Snake River Landing, Division 1, 2nd Amended. Beutler presented the staff report, a part of the record. Cosgrove asked about any confusion with the naming of Pioneer Lane. Beutler stated that the previous plat also showed Pioneer Lane and

with this revision and staff has asked that they make the change to Pioneer Road so that it is consistent. Dixon asked and Beutler confirmed that the improved access road into the car dealership is not a dedicated road and is a shared access drive. Dixon asked and Beutler confirmed that Lot 7 has no frontage onto a public road. Beutler stated that because it was originally a PUD and now it is a commercial zone and a commercial zone does not require a minimum width of frontage onto a public road. Dixon asked if there is a required cross access agreement. Beutler stated he is not aware of an existing cross access agreement for Lot 7. Beutler stated that Lot 7 is outside of the Plat boundary so it is not something that is being addressed tonight. Dixon stated that it parallels the item addressed tonight and that item being addressed tonight is between Lot 7 and a public road, so that is why it was brought up to determine if there was a cross access agreement needed. Beutler deferred the question to the applicant.

Clint Boyle, Horrocks Engineers, 901 Pierre View Drive, Suite 205, Idaho Falls, ID. Boyle represents the developers of the property. Boyle stated that this plat is a continuation of what has been seen in Snake River Landing. He stated that within this commercial zone you are not required to have frontage onto a public roadway and there is a recorded cross access agreement. The public works department has reviewed the cross access agreement to ensure that there is acceptable access to all parcels. Boyle stated that with all of the purchase and sale agreements there are provisions that indicate a cross access. There is an existing drive that runs along the south portion into the Teton Toyota site that all of the parcels will be able to utilize. This area came before the Commission approximately 2 years ago. Lot 7 (Teton Volkswagen) and Lot 8 were platted. This used to be a larger parcel. Now there are users interested in the proposed plat.

Wimborne moved to recommend to the Mayor and City Council approval of the Final Plat Lot 8, Block 1, Sunnyside Retail, as presented, Dixon seconded the motion and it passed unanimously.

Public Hearing(s):

1. Conditional Use Permit: Lots 1-48, Block 15, Crows Addition (Emerson High School).

Prior to the start of the hearing Commissioner Wimborne recused herself due to her position with the School District. McLane presented the staff report, a part of the record. Dixon asked and McLane agreed that there is no proposal to make an island, only to stripe the road. Cosgrove asked what happens to the pedestrian sidewalk with this drop off. McLane stated that the sidewalk will remain intact. Cosgrove asked and McLane agreed that the driver of the car dropping off the student will be looking out their window at the sidewalk, not driving across the sidewalk. Cosgrove asked if there was a lighting plan. McLane stated that the lighting will remain as is.

Morrison opened the Public Hearing.

Applicant:

Dustin Hislap, Design West Architects, 255 S. 300 W., Logan, Utah. Hislap was representing the School District (Applicant). Hislap stated that the District is excited to improve the neighborhood as well as the school for the students. The main concern is getting cars off of the street. Both the north and south side of the building get congested with the cars. The Applicant is trying to meet the standards for new construction on a site, to improve the parking lot and also add the drop off on the south. Hislap stated the intention is to open up the views and architecture

IDAHO FALLS PLANNING AND ZONING COMMISSION
STAFF REPORT

Sunnyside Retail at SRL, Division No. 1, 2nd Amended
Being a re-plat of a portion of Lot 8, Block 1, Sunnyside Retail at
SRL, Division No. 1, 1st Amended

June 2, 2015



Community
Development
Services

Applicant: Horrocks
Engineers

Location: Located west of
and adjacent to Pioneer Road,
north of Sunnyside Road

Size: Approx. 4.672 acres

Lots: Two

Existing Zoning:

Site: HC-1

North: A-1 Agricultural
(County)

South: C-1

East: C-1

West: HC-1

Existing Land Use:

Site: Undeveloped

Commercial pad site

North: Single Family
Residential/ Agricultural

South: Undeveloped

Commercial pad site

East: Undeveloped

West: Undeveloped

Commercial pad site/ Car
Dealership

Future Land Use Map:

Commercial

Attachments:

1. Subdivision information
2. Maps and aerial photos
3. Final plat

Requested Action: To **recommend** to the Mayor and City
Council approval of the final plat.

Staff Comments: The area is currently zoned HC-1. This
area was previously platted as one large lot in 2013. The
applicants now wish to divide the property into two smaller
lots.

The HC-1 Zone does not require a minimum lot area or
width for commercial uses. Access to the property comes
from Pioneer Road. The existing annexation agreement for
the property limits access to Pioneer to three access points.
Two of the driveways have already been constructed,
including sidewalk, curb and gutter for the entire frontage of
the property. The third must be in compliance with the
Access Management Plan and approved by the Planning and
Engineering Divisions.

Recommendation: Staff has reviewed the final plat and
finds that it meets the minimum requirements of the HC-1
Zone and complies with the subdivision ordinance. Staff
would recommend approval.

7-11 HC-1 LIMITED BUSINESS ZONE

7-11-1 General Objectives and Characteristics. The HC-1 Limited Business Zone has been established as a district in which the primary use of the land is for retail stores and service establishments to serve the traveling public. This zone is usually located at specific locations along highways leading into the City, and is characterized by buildings set back from the right-of-way line and having a wide variety of architectural forms and shapes.

The objectives in establishing this zone are to:

- A. Encourage the development and continued use of the land within the zone for business purposes.
- B. To promote safety on the highway.
- C. To maintain maximum use of highway right-of-way for travel purposes.
- D. To prohibit uses which tend to thwart or militate against the continued use and development of the land within the zone for its primary purpose.

7-11-2 Use Requirements. The following uses shall be permitted in the HC-1 Zone:

- A. Any use permitted in the RSC-1 Residential Shopping Center Zone, and in the C-1 Limited Business Zone, except that dwellings shall not be permitted unless such dwellings are custodial or caretakers dwellings incidental to the use of the land for commercial purposes.
- B. Super service stations.
- C. Automobile sales lots.
- D. Drive-in eating establishments.
- E. Machinery sales establishments.
- F. Amusement enterprises, such as merry-go-rounds, penny arcades, etc.
- G. Other uses ruled by the City Council to be similar to the above listed uses, and in harmony with the objectives and characteristics of this zone.
- H. Retail establishments with incidental wholesaling, but excluding establishments the principal activity of which is a storage warehouse.
- I. Auto body shops.
- J. Beer parlors, taverns and cocktail lounges.
- K. Open storage areas, provided they are buffered from public streets by:
 - 1. site planning that uses structures to buffer open storage areas from public streets, or
 - 2. a minimum seven (7) foot wide landscaped buffer, which may include a fence or wall at the rear of the buffer.

7-11-3 Area, Width, Location, Height, and Size Requirements. No requirements, except that all buildings shall be setback a minimum distance of thirty (30) feet from any public street except as herein provided and required under the provisions of this Ordinance.

Subdivision Ordinance: Boxes with an "X" indicated compliance with the ordinance

REQUIREMENTS	Staff Review
• Purposes listed in Section 10-1-1 as follows:	
Building envelopes sufficient to construct a building.	X
Lot dimensions conform to the minimum standards of Zoning Ordinance.	X
Lots have full frontage on, and access to, a dedicated street.	X
Residential lots do not have direct access to arterial streets.	NA

Direct access to arterial streets from commercial or industrial lots shall be permitted only where it can be demonstrated that: 1) The direct access will not impede the flow of traffic on the arterial or otherwise create an unsafe condition; 2) There is no reasonable alternative for access to the arterial via a collector street; 3) There is sufficient sight distance along the arterial from the proposed point of access; 4) The proposed access is located so as not to interfere with the safe and efficient functioning of any intersection; and 5) The developer or owner agrees to provide all improvements, such as turning lanes or signals, necessitated for the safe and efficient uses of the proposed access.	X
Adequate provisions shall be made for soil preservation, drainage patterns, and debris and waste disposal and collection.	X
Sidelines of lots shall be at, or near, right angles or radial to the street lines. All corner lots shall have a minimum radius of twenty feet on the property line.	X
All property within the subdivision shall be included within a lot or area dedicated for public use.	X
All corner lots zoned RP through R-3, inclusive, shall be a minimum of ten percent larger in area than the average area of all similarly zoned lots in the plat or subdivision under consideration.	NA
All major streets in subdivision must conform to the major street plan of the City, as set forth in Comprehensive Plan.	NA
The alignment and width of previously platted streets shall be preserved unless topographical conditions or existing buildings or structures required otherwise.	NA
Residential lots adjoining arterial streets shall comply with: 1) Such lots shall have reverse frontage on the arterial streets, 2) such lots shall be buffered from the arterial street by any effective combination of the following: lot depth, earth berms, vegetation, walls or fences, and structural soundproofing, 3) Minimum lot depth shall be 150 ft except where the use of berms, vegetation, and structures can be demonstrated to constitute an effective buffer, 4) Whenever practical, existing roadside trees shall be saved and used in the arterial buffer, 5) Parking areas shall be used as part of the arterial buffer for high density residential uses, 6) Annexation and development agreement shall include provisions for installation and continued maintenance of arterial buffers.	NA
Planning Director to classify street on basis of zoning, traffic volume, function, growth, vehicular & pedestrian safety, and population density.	NA

Comprehensive Plan Policies:

Encourage development in areas served by public utilities or where extensions of facilities are least costly. Not only is a compact city convenient but the provision of public facilities is less expensive. Growth does not always occur at the fringe of a community. Vacant lands or underutilized parcels may redevelop to more intensive uses which use existing utilities. In the Broadway-Utah Avenue area between I-15 and Snake River Parkway, 42 properties redeveloped in the period from 1989 to 2013, over 1,800 jobs were created, and assessed valuations increased by \$141 million. The City should continue programs which use private/public partnerships to redevelop the land inside the City's boundaries. (p. 67)

REASONED STATEMENT OF RELEVANT CRITERIA AND STANDARDS

FINAL PLAT FOR SUNNYSIDE RETAIL AT SRL, DIVISION NO. 1, 2ND AMENDED, LOCATED WEST OF AND ADJACENT TO PIONEER ROAD, NORTH OF SUNNYSIDE ROAD

WHEREAS, the applicant filed an application for final plat on April 30, 2015; and

WHEREAS, this matter came before the Idaho Falls Planning and Zoning Commission on June 2, 2015; and

WHEREAS, this matter came before the Idaho Falls City Council during a duly noticed public meeting on June 25, 2015; and

WHEREAS, having reviewed the application, including all exhibits entered and having considered the issues presented:

I. RELEVANT CRITERIA AND STANDARDS

1. The Council considered the request pursuant to the City of Idaho Falls 2013 Comprehensive Plan, the City of Idaho Falls Zoning Ordinance, the City of Idaho Falls Subdivision Ordinance, the Local Land Use Planning Act, and other applicable development regulations.
2. The property is an approximate 4.672 acre parcel located west of and adjacent to Pioneer Road, north of Sunnyside Road.
3. The property is zoned HC-1, Limited Business.
4. The subdivision includes two lots which meet the minimum standards on the HC-1 Zone.
5. Both lots have frontage onto Pioneer Road. The existing annexation agreement for the property limits access to Pioneer Road to three access points. Two of the driveways have already been constructed. The third will need to comply with the Access Management Plan.
6. The final plat complies with the requirements set forth within the Subdivision Ordinance of the City of Idaho Falls.

II. DECISION

Based on the above Reasoned Statement of Relevant Criteria, the City Council of the City of Idaho Falls approved the plat for Sunnyside Retail at SRL, Division No. 1, 2nd Amended.

PASSED BY THE CITY COUNCIL OF THE CITY OF IDAHO FALLS

THIS _____ DAY OF _____, 2015

Rebecca L. Noah Casper, Mayor



CITY OF IDAHO FALLS

PLANNING AND BUILDING DIVISION

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BGC-072-15

MEMORANDUM

TO: Honorable Mayor and City Council
FROM: Brad Cramer, Community Development Services Director
SUBJECT: Final Plat and Reasoned Statement of Relevant Criteria and Standards, Rose Nielson, Division No. 101, 3rd Amended
DATE: June 18, 2015

Attached is the application for Final Plat and Reasoned Statement of Relevant Criteria and Standards for Rose Nielson, Division No. 101, 3rd Amended. The Planning and Zoning Commission considered the plat at its April 7th, 2015 meeting and recommended approval with the conditions listed in the staff report by unanimous vote. Staff concurs with this recommendation. This item is now being forwarded to the Mayor and City Council for consideration.

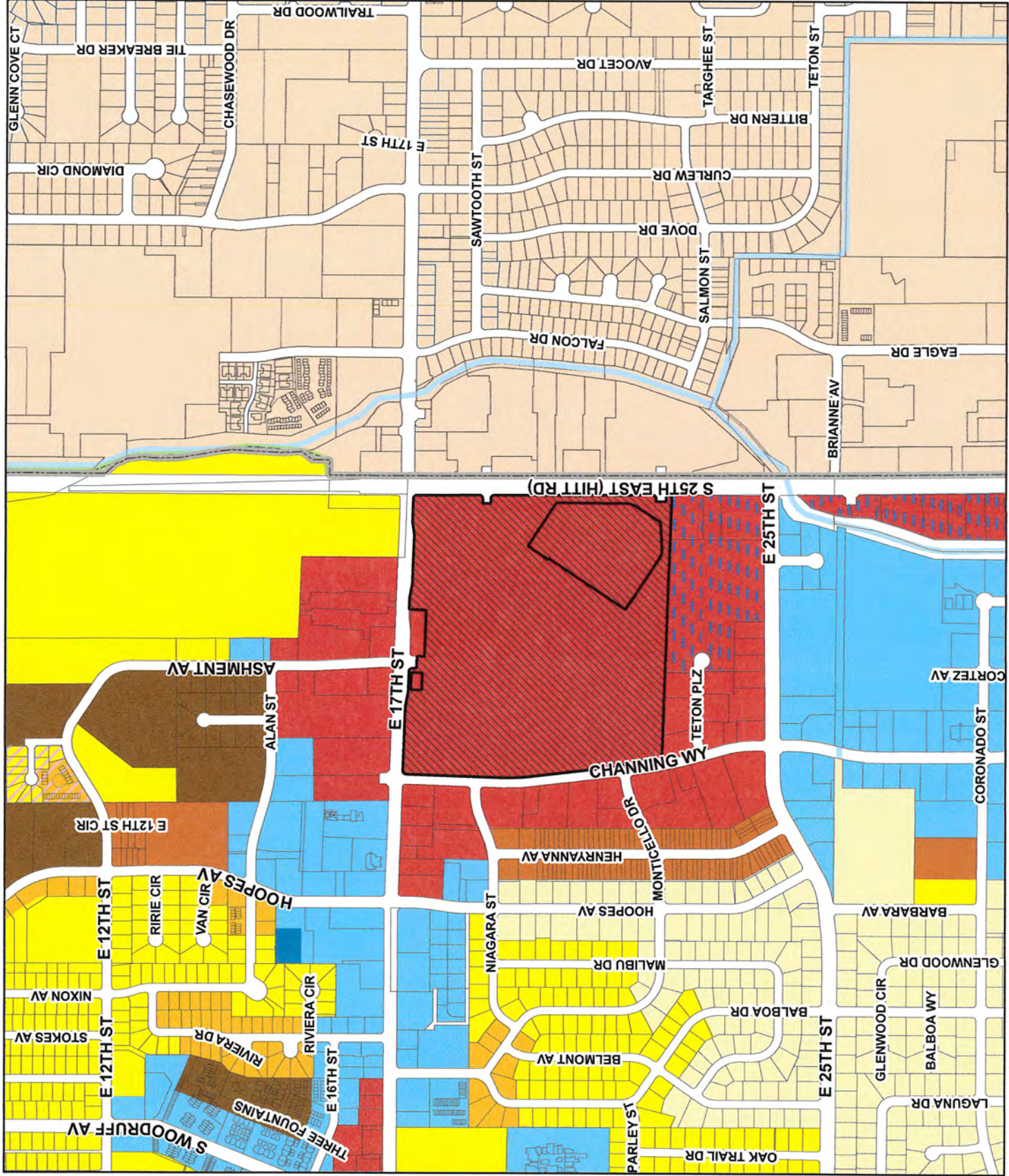
Attachments: Vicinity Map
Aerial Photo
Final Plat
Planning and Zoning Commission minutes, April 7th, 2015
Staff Report, April 7th, 2015
Reasoned Statement of Relevant Criteria and Standards

cc: Kathy Hampton
File



Legend

- Site
- RP
- RP-A
- R-1
- R-2
- R2A
- R-3
- R-3A
- PB
- MS
- RSC-1
- C-1
- HC-1
- CC-1
- GC-1
- R&D-1
- M-1
- I&M-1
- I&M-2
- RMH
- PT-1
- PT-2
- PT-2 & T-1
- PUD
- T-1
- T-2
- 30' Setback
- 50' Setback
- City Limits
- Area of Impact





1" = 400'
Date: 04/22/2018

S 25TH EAST (HITT RD)

E 25TH ST

E 25TH ST CIR

E 25TH ST

TETON PLZ

CHANNING WY

HENRYANNA AV

HOOPES AV

NIAGARA ST

MONTICELLO DR

FALCON DR

SAWTOOTH ST

SALMON ST

EAGLE DR

ASHMENT AV

E 17TH ST

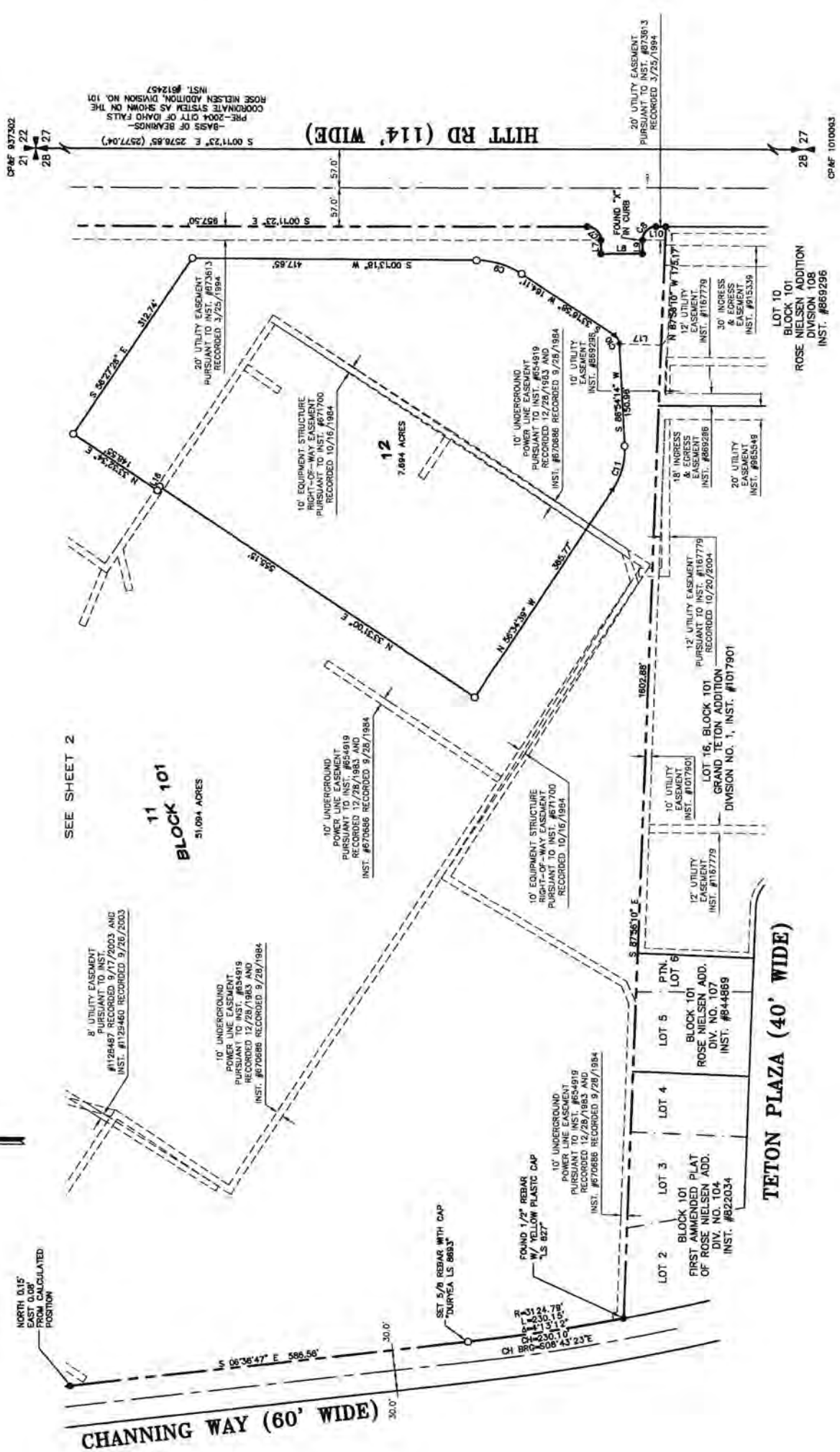
HOOPES AV

CHANNING WAY (60' WIDE)

11 101
BLOCK
51.09+ ACRES

TETON PLAZA (40' WIDE)

LOT 10
BLOCK 101
ROSE NIELSEN ADDITION
DIVISION 108
INST. #859296



Fife stated a final decision has not been made and it is inappropriate and against due process rules for anyone to contact a member of the Commission. Everyone needs to wait until a final decision has been made. Any communications that are received will be kept from the Commission because it is required by law. Cramer added staff may be contacted or Fife may be contacted. Cosgrove asked and Fife clarified that they should not be talking to City Council as there is a potential that this will come to the City Council level. Dixon asked and Fife clarified that the developer and concerned citizens can talk to each other about anything they want. Dixon stated it would be more efficient for staff to present the revised Reasoned Statement at the time that the preliminary plat comes back to the Board.

Business:

1. Final Plat: Rose Nielsen, Division No. 101 3rd Amended. Beutler presented the staff report, a part of the record. Wyatt asked and Beutler confirmed that staff reached out to General Growth Properties and there was no response. Dixon asked if the perimeter road that goes all the way around the mall was identified as a private street and if it would take care of the issue of frontage on a public street. Beutler stated that private streets are only allowed in PUD's. Dixon asked if this lot will have to comply with the updated requirements for interior landscaping in parking areas. Beutler indicated that as long as the use does not change, then the lot will not have to meet current requirements. Wyatt asked the Commission's thoughts on including the turn lane into the final plat. Beutler clarified that staff's recommendation was the Commission make a recommendation, but would caution on requiring that a dedication be made as part of the plat as it might interfere with the negotiations. Josephson indicated that it appears to meet the requirements for the area. Dixon stated he is hesitant to see a replatting like this. Ownership of the second lot is going to be different than the main lot. Dixon stated he understands wanting to do something to get them to respond, but is not sure if it is the right way to go about it or not. Cosgrove stated that it is all one plat, and it is not about Dillards, it is the whole plat and the right-of-way is relevant to the plat. **Cosgrove moved to recommend to the Mayor and City Council approval of the final plat: Rose Nielsen, Addition Division No. 101, as presented, with the stipulation that a copy of the cross access agreement be provided to the City prior to proceeding to City Council; and a determination be made on the additional requested right-of-way at 17th and Hitt Rd. Denney seconded the motion and it passed unanimously.**

2. Final Plat: Dora Erickson Elementary, Division No. 1, 1st Amended. Beutler presented the staff report, a part of the record. Cosgrove asked and Beutler confirmed that the school is under a conditional use permit. Cosgrove asked and Beutler confirmed that releasing that piece via a sale, will just revert the property to R-1 with no conditional use permit. Dixon asked what uses are allowed in R-1 that may use an asphalt lot, specifically uses that are not compatible with the uses that already exists on 3 sides of the lot. Beutler stated that the zoning is proposed to be changed as the next item on the agenda and the intent, once rezoned, would be residential four-plexes. Allowed in R-1 is residential use, cemeteries, and daycare centers. Dixon asked and Beutler agreed that the area could be used for additional parking for a single family home on an adjacent lot. Wyatt does not want to see a vacant parking lot that no one takes care of and is an eye sore. **Dixon moved to recommend to the Mayor and City Council approval of the final plat: Dora Erickson Elementary, Division No 1, 1st Amended, as presented. Cosgrove seconded the motion and it passed unanimously.**

Rezoning: Lot 3, Block 1, Dora Erickson Elementary, Division No. 1, 1st Amended. Beutler presented the staff report, a part of the record. Dixon asked for clarification on the landscape buffer requirements. Beutler clarified that the buffer would be a minimum of 10' on the side of the property adjacent to the school property. Dixon stated that given the density and lot size with this zone, they may be able to put 15 units on this site. Dixon asked if there is any access to this lot from the south.

IDAHO FALLS PLANNING COMMISSION STAFF REPORT
Rose Nielsen Addition, Division No. 101
Re-plat of Lot 1, Block 101, Rose Nielson Addition, Div. No. 101
April 7, 2015



Planning and
Building Division

Applicant: Duryea &
Associates

Location: In the southwest
corner of the intersection of
17th Street and Hitt Road,
(Grand Teton Mall)

Size: Approx. 58.723 acres

Existing Zoning:

Site: C-1
North: C-1/ R-1
South: C-1/ T-1
East: HC-1 (Ammon)
West: C-1

Existing Land Use:

Site: Commercial
North: Commercial
South: Commercial
East: Commercial
West: Commercial

Future Land Use Map:
Commercial

Attachments:

1. Subdivision information
2. Maps and aerial photos
3. Final plat

Requested Action: To **recommend** to the Mayor and City
Council approval of the final plat.

Staff Comments: The area is currently zoned C-1. The site has
been developed as the Grand Teton Mall and includes other
commercial uses around the perimeter of the property. The
property was originally platted and developed as a whole in 1981.
Since then a few of the pad sites, along the northern property line,
have been subdivided off. The applicant now wishes to further
subdivide the property and separate a parcel in the southeastern
portion the property. The subdivision will allow for the
ownership of Dillard's to be segmented from the rest of the mall
property.

The proposed Dillard's Lot does not have direct frontage onto a
dedicated street. Previous interpretations by the City Attorney's
Office have indicated that the Subdivision Ordinance required the
frontage onto a street, but the zone district would determine the
minimum amount of frontage on that street. Because the C-1
Zone does not require a minimum lot width for commercial uses
then zero frontage onto a street could be considered. An access
agreement is already in place for the property.

Public Works has identified the need for additional right-of-way
to widen the 17th Street and Hitt Road intersection. They have
approached the applicant about possibly including the right-of-
way dedication as part of this platting process. Staff would
recommend that a decision be made about the inclusion of the
right-of-way prior to the plat proceeding to Council.

Staff Recommendation:

Staff has reviewed the final plat and finds that it meets the
minimum requirements of the C-1 Zone and complies with the
subdivision ordinance. Staff would recommend approval of the
plat with the following conditions:

1. A copy of the access agreement be provided to the City
prior to the plat being presented to Council.
2. A determination be made by Public Works and the
applicant regarding the dedication of additional right-of-
way prior to the plat being placed on the Council agenda.

Subdivision Ordinance: Boxes with an "X" indicated compliance with the ordinance

REQUIREMENTS	Staff Review
• Purposes listed in Section 10-1-1 as follows:	
Building envelopes sufficient to construct a building.	X
Lot dimensions conform to the minimum standards of Zoning Ordinance.	X
Lots have full frontage on, and access to, a dedicated street.	X Lot 4 does not have frontage onto a dedicated street. The C-1 Zone does not require a minimum lot width for commercial uses. A shared access agreement is in place to provide access.
Residential lots do not have direct access to arterial streets.	NA
Direct access to arterial streets from commercial or industrial lots shall be permitted only where it can be demonstrated that: 1) The direct access will not impede the flow of traffic on the arterial or otherwise create an unsafe condition; 2) There is no reasonable alternative for access to the arterial via a collector street; 3) There is sufficient sight distance along the arterial from the proposed point of access; 4) The proposed access is located so as not to interfere with the safe and efficient functioning of any intersection; and 5) The developer or owner agrees to provide all improvements, such as turning lanes or signals, necessitated for the safe and efficient uses of the proposed access.	X The site was constructed with shared access onto adjacent streets.
Adequate provisions shall be made for soil preservation, drainage patterns, and debris and waste disposal and collection.	X
Sidelines of lots shall be at, or near, right angles or radial to the street lines. All corner lots shall have a minimum radius of twenty feet on the property line.	X
All property within the subdivision shall be included within a lot or area dedicated for public use.	X
All corner lots zoned RP through R-3, inclusive, shall be a minimum of ten percent larger in area than the average area of all similarly zoned lots in the plat or subdivision under consideration.	NA
All major streets in subdivision must conform to the major street plan of the City, as set forth in Comprehensive Plan.	NA No streets proposed
The alignment and width of previously platted streets shall be preserved unless topographical conditions or existing buildings or structures required otherwise.	X No streets proposed
Residential lots adjoining arterial streets shall comply with: 1) Such lots shall have reverse frontage on the arterial streets, 2) such lots shall be buffered from the arterial street by any effective combination of the following: lot depth, earth berms, vegetation, walls or fences, and structural soundproofing, 3) Minimum lot depth shall be 150 ft except where the use of berms, vegetation, and structures can be demonstrated to constitute an effective buffer, 4) Whenever practical, existing roadside trees shall be saved and used in the arterial buffer, 5) Parking	NA

areas shall be used as part of the arterial buffer for high density residential uses, 6) Annexation and development agreement shall include provisions for installation and continued maintenance of arterial buffers.	
Planning Director to classify street on basis of zoning, traffic volume, function, growth, vehicular & pedestrian safety, and population density.	NA No new streets

7-10 C-1 LIMITED BUSINESS ZONE

7-10-1 General Objectives and Characteristics.

The C-1 Limited Business Zone has been established as a district in which the primary use of the land is for retail stores and service establishments of a kind which sell the types of goods and services needed to fill the daily household and personal service requirements of the people living in the surrounding area. This zone is usually located at specific locations along major streets and is characterized by buildings having a wide variety of architectural forms and shapes.

The objectives in establishing this zone are to:

- A. Encourage the development and continued use of the land within the zone for business purposes.
 - B. To promote the development of serviceable and convenient retail and service facilities.
 - C. To provide appropriate areas for the development of business uses within the City and to prevent the scattering of business uses into surrounding zones.
 - D. To prohibit industrial uses within the zone and to discourage any other use which tends to thwart or militate against the continued use and development of the land within the zone for its primary purposes.
- In order to accomplish the objectives and purposes of this Ordinance, the following regulations shall apply in the C-1 Limited Business Zone.

7-10-2 Use Requirements.

The following uses shall be permitted in the C-1 Zone:

- A. Any use permitted in the RSC-1 Residence Shopping Zone.
- B. Appliance Shops and appliance service establishments.
- C. Bakeries.
- D. Motels.
- E. Beer Parlors, and taverns, as a secondary use only, when incidental to such uses as clubs, lodges and restaurants.
- F. Commercial garages, but NOT including the storage of wrecked or dismantled automobile.
- G. Dwellings and Home Occupations.
- H. Radio and T.V. studios and antennas.
- I. Glass cutting and installation.
- J. Public buildings and public utility buildings and structures.
- K. Plumbing and carpenter shops and similar craft shops.
- L. Drive-in restaurants, or restaurants with drive-up windows.
- M. Signs identifying the buildings and signs advertising products sold on the premises as permitted by the City's Sign Code.
- N. Enclosed rental storage facilities.
- O. Other uses ruled by the City Council to be similar to the above listed uses and in harmony with the objectives and characteristics.

7-10-3 Area Requirements.

There shall be no lot area requirements for commercial buildings and structures constructed in accordance with adopted building codes of Idaho Falls, except as may be required for off-street parking, yards and

Paragraph 4-8 of this Ordinance. Dwellings shall comply with the area requirements of Section 7-7-3 of this Ordinance and the width requirements of Section 7-7-4 of this Ordinance.

7-10-4 Width Requirements.

There shall be no lot width requirements for commercial buildings and structures constructed in accordance with the Building Code of Idaho Falls. For dwellings, the minimum width of lots shall be fifty (50) feet.

REASONED STATEMENT OF RELEVANT CRITERIA AND STANDARDS

FINAL PLAT FOR ROSE NIELSON ADDITION, DIVISION NO. 101, LOCATED IN THE SOUTHWEST CORENER OF THE INTERSECTION OF 17TH STREET AND HITT ROAD, (GRAND TETON MALL)

WHEREAS, the applicant filed an application for final plat on March 10, 2015; and

WHEREAS, this matter came before the Idaho Falls Planning and Zoning Commission on April 7, 2015; and

WHEREAS, this matter came before the Idaho Falls City Council during a duly noticed public meeting on June 25, 2015; and

WHEREAS, having reviewed the application, including all exhibits entered and having considered the issues presented:

I. RELEVANT CRITERIA AND STANDARDS

1. The Council considered the request pursuant to the City of Idaho Falls 2013 Comprehensive Plan, the City of Idaho Falls Zoning Ordinance, the City of Idaho Falls Subdivision Ordinance, the Local Land Use Planning Act, and other applicable development regulations.
2. The property is an approximate 58.723 acre parcel located in the southwest corner of the intersection of 17th Street and Hitt Road (Grand Teton Mall).
3. The property is currently zoned C-1, Limited Business and used a region mall with associated parking.
4. The subdivision divides of a portion of the mall into a separate lot, including its associated parking.
5. Access will come through a shared access agreement already in place with the mall and it's tenants.
6. The final plat complies with the requirements set forth within the Subdivision Ordinance of the City of Idaho Falls.

II. DECISION

Based on the above Reasoned Statement of Relevant Criteria, the City Council of the City of Idaho Falls approved the plat for Rose Nielson Addition, Division No. 101.

PASSED BY THE CITY COUNCIL OF THE CITY OF IDAHO FALLS

THIS _____ DAY OF _____, 2015

Rebecca L. Noah Casper, Mayor



CITY OF IDAHO FALLS

PLANNING AND BUILDING DIVISION

P.O. BOX 50220
IDAHO FALLS, IDAHO 83405-0220
www.idahofallsidaho.gov

Planning Department • (208) 612-8276 FAX (208) 612-8520 Building Department • (208) 612-8270

BGC-073-15

MEMORANDUM

TO: Honorable Mayor and City Council
FROM: Brad Cramer, Community Development Services Director
SUBJECT: Annexation and Initial Zoning of GC-1, Annexation Agreement, Annexation Ordinance, Zoning Ordinance, and Reasoned Statement of Relevant Criteria and Standards, M&B: 2.345 Acres, SE ¼, Sec 7, T 2N, R 38E
DATE: June 18, 2015

Attached is the application for Annexation and Initial Zoning of GC-1, Annexation Agreement, Annexation Ordinance, Zoning Ordinance, and Reasoned Statement of Relevant Criteria and Standards, M&B: 2.345 Acres, SE ¼, Sec 7, T 2N, R 38E. The Planning and Zoning Commission considered the application at its March 3rd, 2015 meeting and recommended approval by unanimous vote. Staff concurs with this recommendation. This item is now being forwarded to the Mayor and City Council for consideration

Attachments: Vicinity Map
Aerial Photo
Planning and Zoning Commission minutes, March 3rd, 2015
Staff Report, March 3rd, 2015
Annexation Agreement
Annexation Ordinance
Zoning Ordinance
Reasoned Statement of Relevant Criteria and Standards

cc: Kathy Hampton
File



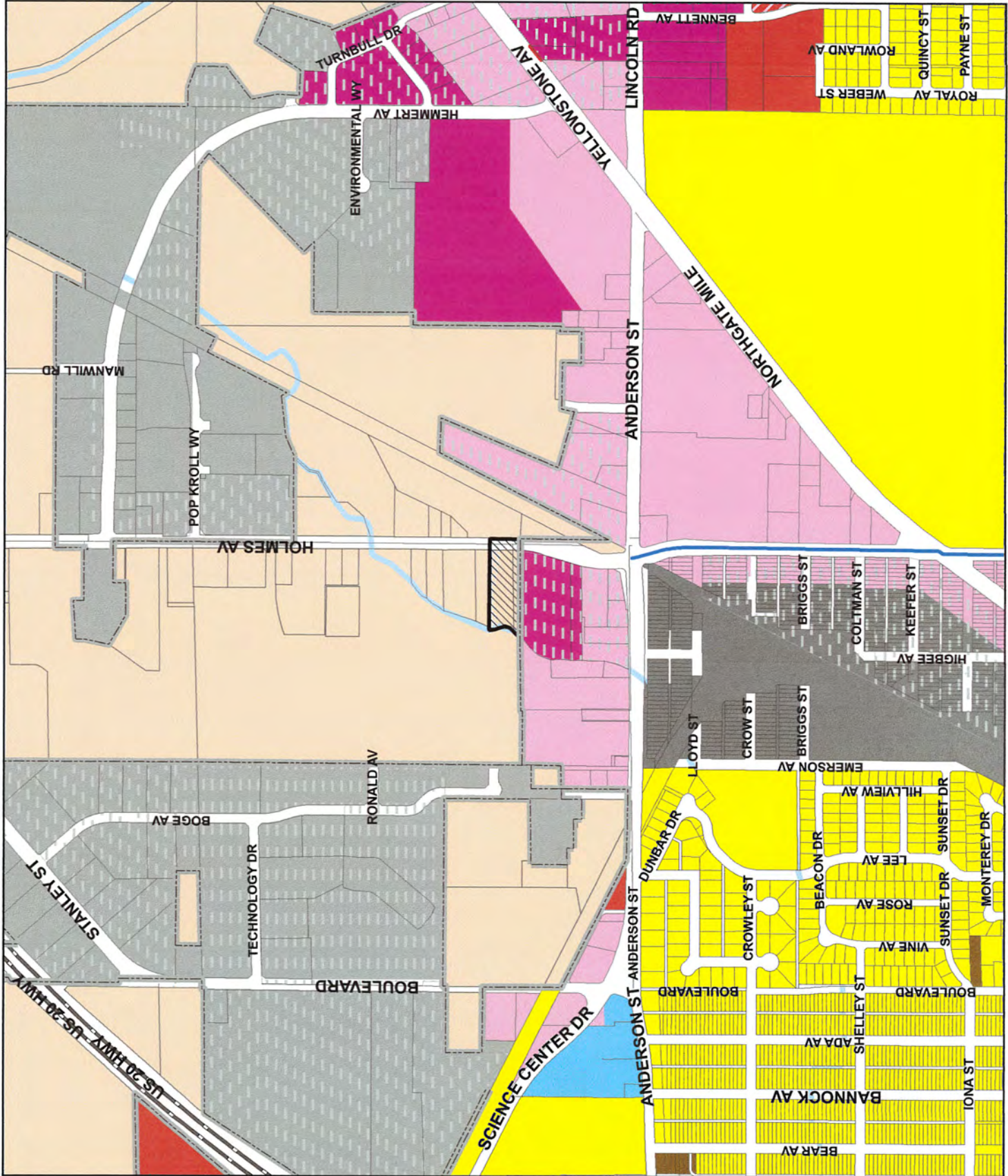
Legend

- Site
- RP
- RP-A
- R-1
- R-2
- R2A
- R-3
- R-3A
- PB
- MS
- RSC-1
- C-1
- HC-1
- CC-1
- GC-1
- R&D-1
- M-1
- I&M-1
- I&M-2
- RMH
- PT-1
- PT-2
- PT-2 & T-1
- PUD
- T-1
- T-2
- 30' Setback
- 50' Setback
- City Limits
- Area of Impact

1" = 800'



Date: 01/27/2015



1" = 300'

Date: 01/27/2015



N HOLMES AV

MURPHY WY

E ANDERSON ST

RONALD AV

BOQE AV











GORDON AV

LLOYD ST

DUNBAR DR

Annexation & Initial Zoning

M&B: Approx. 2.345 Acres of the SE1/4 Section 7, T 2N, R 38E

	Estate		Commercial		Higher Education Centers		Railroad-related industrial
	Low Density		Employment Centers		Planned Transition		
	Higher Density		Medical Services Center		Highway-related industrial		

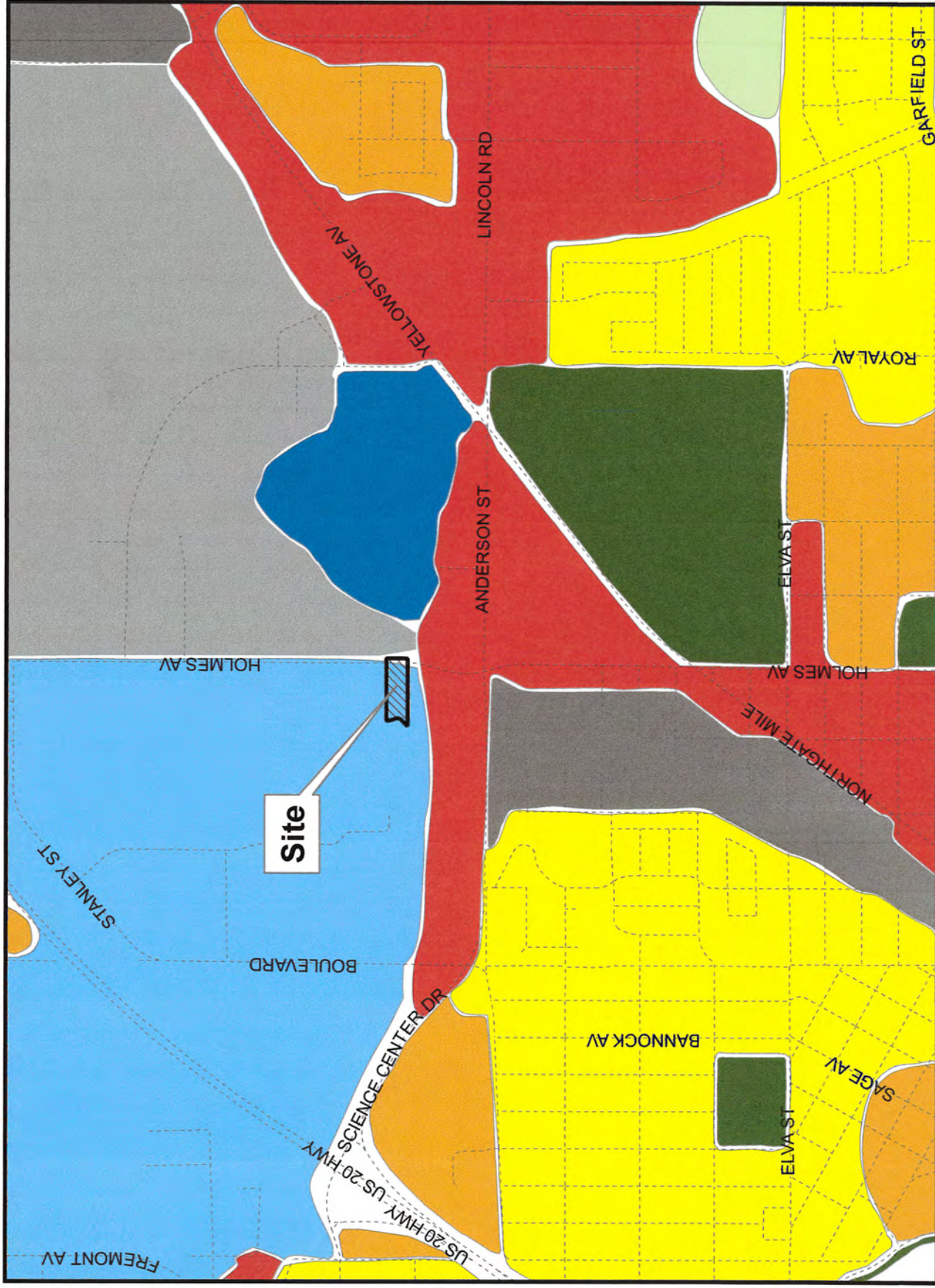


Comprehensive Plan



Planning Department
P.O. Box 50220
380 Constitution Way
Idaho Falls, ID 83405
(208) 612-8276

Date: 01/27/2015



March 3, 2015

7:00 p.m.

Planning Department
Council Chambers

MEMBERS PRESENT: Commissioners George Morrison, Brent Dixon, James Wyatt, Natalie Black, Margaret Wimborne, Darren Josephson, Joanne Denney.

MEMBERS ABSENT: George Swaney, Donna Cosgrove.

ALSO PRESENT: Planning Director Brad Cramer, Assistant Planning Director Kerry Beutler and interested citizens.

CALL TO ORDER: Chairman Morrison called the meeting to order at 7:00 p.m. Chairman Morrison began the meeting with a moment of silence for Dee Whittier who passed away. Chairman Morrison reviewed the public hearing process.

Welcome New Member: Chairman Morrison welcomed Joanne Denney as the newest member of the Board.

Modification to Agenda: Cramer addressed the Board and stated that Agenda item No. 3, Preliminary Plat: Avalon Village and item No. 4, Preliminary Plat: Revised Heritage Hills, will be recessed to the next meeting on March 17, 2015 at the request of the applicant. Staff will send out the revised plats and meeting notices to the surrounding neighbors. **Wimborne moved to recess Agenda Item No. 3 Preliminary Plat: Avalon Village and Agenda Item No. 4 Preliminary Plat: Revised Heritage Hills to the March 17, 2015 meeting. Black seconded the motion and it passed unanimously.**

Minutes: Josephson moved to approve the minutes of October 21, 2014, December 2, 2014 and February 3, 2015. Dixon seconded the motion and it passed unanimously.

Special Presentation: Compass Academy School. A presentation was made by Compass Academy on Strategic Planning for Idaho Falls.

Public Hearings:

1. Annexation with Initial Zoning of GC-1: 2.34 Acres (Knights Trucking). Beutler presented the staff report a part of the record. Dixon asked about the residential use on the proposed zone. Beutler indicated that the home on the property is a regular residence that has been used as a single family home in the past and as such its use would be able to continue that use with proposed zone. Dixon asked what restrictions would be on the property and what would end the grandfathering and make it subject to the new proposed zone. Beutler stated that if the applicants discontinued utilizing the residence for an extended period of time or redeveloped the property the residential use could not continue and the new use would have to be in compliance with GC-1 zone. Black asked if someone would be able to tear down

the house and build a new home. Beutler indicated that they would not be allowed to demolish and rebuild the home.

Morrison opened the public hearing.

Applicant: Jeff Freiberg, 946 Oxbow, Idaho Falls, ID 83402. Applicant Freiberg indicated that Knight Trucking is planning on doing site improvements and did not want to turn in a site plan to both the City and to the County so they decided to annex the entire property into the City. Freiberg stated that the applicants plan is to demolish the house and that area will be used for additional space in the trucking yard.

Black asked staff if there are any landscaping requirements in the GC-1 Zone. Beutler indicated that a new amendment was adopted to the Zoning Ordinance that requires a 15 foot landscape strip adjacent to the street in the GC-1 zone.

No one appeared in support or in opposition of application.

Morrison closed the public hearing.

Dixon moved to recommend to the Mayor and City Council approval of the annexation of the SE1/4, Section 7, T2N, R38E as presented with an initial zoning of GC-1. Black seconded the motion and it passed unanimously.

2. Annexation and Initial Zoning of Nine (9) City-Owned Sections of Sunnyside Road Between Yellowstone Highway and Hitt Road: Cramer presented the staff report a part of the record. Wimborne asked if the zones being proposed would influence future zoning. Cramer indicated that the zoning of the road would not influence the future zoning. The Comprehensive Plan and zoning of surrounding parcels would influence the future zoning. Dixon stated that Parcel 1 has County on both sides and wanted to confirm that the County was in support of this portion of roadway being annexed into the City even though it appears to be a flagpole. Cramer indicated that the State Statute doesn't prevent strips of annexation. What the statute prohibits is annexation of lands that are contiguous only by a strip of roadway. Cramer further stated that the County is in support of the annexation as the City owns the property. Dixon asked about Parcel 8 and the choice to zone it PB, rather than R3-A. Cramer stated that R3-A could be an appropriate zone if the Commission is more comfortable with that zoning. Dixon asked about Parcel 9 and its zoning as C-1 even though it is on the west side of the canal and the west side of the canal has more offices and residential. Cramer again indicated that if the Commission is more comfortable with R3-A in that area that would be appropriate. Dixon then asked about Parcel 5. Dixon stated that he understands that what the zoning of the road is, does not affect what can happen south of the road. Dixon stated that it is residential with one existing business in that area. Dixon stated that it appears to be a higher density residential and possibly the zone should be a higher residential zone. Cramer stated that the zone to the North is R-3 which allows up to 35 units per acre, however the way the area is constructed, it still qualifies as lower density. Cramer stated that if the commission is more comfortable with a different zone that is ok. Dixon stated that if Parcel 5 was zoned as PB as requested in the letter received by citizens and read as part of the record, the PB would be a spot zone. Dixon clarified and Cramer agreed that if the properties in the county were rezoned to PB the fact that the road is something other than PB would not affect their ability to be rezoned. Cramer stated that the zoning of the road has no effect on access to the properties as access is governed by the access management plan which is a completely separate issue from zoning.

IDAHO FALLS PLANNING COMMISSION STAFF REPORT
Annexation, Initial Zoning of GC-1
SE¼, Section 7, T2N, R38E
March 3, 2015



Planning and
Building Division

Applicant: Freiberg
Engineering

Location: West of and
adjacent to Holmes Avenue,
north of Anderson Street

Size: 2.345 acres

Existing Zoning:

Site: GC-1 requested

North: I&M-1 (County)

South: GC-1

East: I&M-1 (County)

West: I&M-1 (County)

Existing Land Use:

Site: Trucking yard/
residential house

North: Residential

South: Commercial

East: Commercial

West: Undeveloped

Future Land Use Map:

Commercial/ Higher
Education Centers

Attachments:

1. Maps and aerial photos

Requested Action: To **recommend** to the Mayor and City Council annexation, with an initial zoning of GC-1, for property located in the Southeast ¼ of Section 7, T2N, R38E.

Staff Comments:

Annexation: This is a category "A" annexation and includes the adjacent portion of Holmes Avenue. Property immediately to the south and under the same ownership is already within the City. This annexation will bring all of Knight Transportation, Inc.'s properties in this area into the City limits.

Zoning: The proposed GC-1 General Commercial Zoning designation is consistent with the Comprehensive Plan and the existing zoning in the area. Properties immediately to the south, under the same ownership, are also zoned GC-1. The remaining properties are zoned HC-1 within the City or I&M-1 in the County.

The Future Land Use Map shows this area on the boundary between Commercial and Higher Education Center designations. The Higher Education Center is intended to provide for college facilities, office complexes, etc. Currently those types of facilities are being concentrated around University Place off of Fremont Ave. further to the west. A commercial designation, and specifically GC-1, makes sense for this property as it will bring all Knight Transportation, Inc.'s property under the same zoning designation.

Comprehensive Plan Policies:

Encourage development in areas served by public utilities or where extensions of facilities are least costly. Not only is a compact city convenient but the provision of public facilities is less expensive. Growth does not always occur at the fringe of a community. Vacant lands or underutilized parcels may re-develop to more intensive uses which use existing utilities. (Page 67)

Zoning Ordinance:

7-13 GC-1 GENERAL COMMERCIAL ZONE

7-13-1 General Objectives and Characteristics.

The GC-1 General Commercial Zone has been established as a district in which the primary use of the land is for heavy commercial establishments and for non-nuisance industries. The objectives in establishing this zone are to:

- A. Designate the most appropriate land within the City for retail and wholesale establishments and to prevent the scattering of commercial uses into surrounding zones.
- B. To encourage the construction of and continued use of the land for commercial and industrial buildings.
- C. To discourage the use of the land for dwellings and for nuisance industries or any other use which would thwart or substantially interfere with the use of the land for its primary purpose.

This zone is characterized by a mixture of businesses, warehouses, craft shops, and manufacturing and industrial enterprises which are incidental to retail and wholesale establishments. Since the zone permits such a wide variety of uses, owners and developers of property should bear in mind that many of the protective features which zoning normally affords are largely nonexistent and should develop and maintain their property in recognition thereof.

Representative of the uses within this zone are retail and wholesale establishments, plumbing, carpentry and other craft shops, warehousing, equipment yards and equipment sales yards.

In order to accomplish the objectives and purposes of this Ordinance and to promote the characteristics of this zone, the following regulations shall apply in the GC-1 Zone:

7-13-2 Use Requirements.

The following uses shall be permitted in the GC-1 Zone:

- A. Any use permitted in RSC-1, C-1, HC-1 and in CC-1, except dwellings shall not be permitted unless such a dwelling is a custodial or caretaker dwelling accessory and incidental to permitted uses within the zone and apartment houses.
- B. Wholesale distributing houses and warehouses.
- C. Service establishments such as dyeing, cleaning or laundry plants, printing plants, machine shops, and blacksmith shops.
- D. Food preparation plants, the operation of which is not obnoxious by reason of emission of odors, smoke or noise.
- E. Milk distribution stations, creameries, bottling works and similar businesses.

- F. Assembling and the sale of farm equipment, mining machinery, vehicles and similar articles, but excluding junk yards and auto wrecking yards.
- G. Public garages and public parking lots.
- H. Veterinary hospitals.
- I. Chicken hatcheries.
- J. Carting, express hauling and storage, including railroad trackage and stations.
- K. Building materials storage yards.
- L. Stone cutting and monument works.
- M. Coal and wood yards.
- N. Hay, grain and feed establishments.
- O. Wholesale and bulk gasoline.
- P. Oil and L-P Gas storage or sales.
- Q. Other uses ruled by the City Council to be similar to the foregoing uses provided that such other uses are not inconsistent with the objectives and characteristics of this zone.

ORDINANCE NO. _____

AN ORDINANCE ANNEXING CERTAIN LANDS TO THE CITY OF IDAHO FALLS; DESCRIBING SUCH LANDS; AMENDING THE CITY MAP; AMENDING THE LEGAL DESCRIPTION OF THE CITY WITH THE APPROPRIATE COUNTY AND STATE AUTHORITIES; AND PROVIDING SEVERABILITY, PUBLICATION BY SUMMARY, AND ESTABLISHING EFFECTIVE DATE.

WHEREAS, the lands described in Section 1 of this Ordinance are contiguous and adjacent to the City limits of the City of Idaho Falls, Idaho; and

WHEREAS, such lands described herein are subject to annexation to the City pursuant to the provisions of Idaho Code Section 50-222, and other laws, as amended; and

WHEREAS, the annexation of the lands described in Section 1 is reasonably necessary to assure the orderly development of the City in order to allow efficient and economically viable provision of tax-supported and fee-supported municipal services; to enable the orderly development of private lands which benefit from a cost-effective availability of City services in urbanizing areas; and to equitably allocate the costs of City/public services in management of development on the City's urban fringe; and

WHEREAS, the City has authority to annex lands into the City upon compliance with procedures required in Idaho Code Section 50-222, as amended; and

WHEREAS, any portion of a highway lying wholly or partially within the lands to be annexed are included in the lands annexed by this Ordinance; and

WHEREAS, the lands annexed by this Ordinance are not connected to the City only by a "shoestring" or a strip of land which comprises a railroad or right-of-way; and

WHEREAS, all private landowners have consented to annexation of such lands where necessary; and

WHEREAS, the lands to be annexed are contiguous to the City and the City of Idaho Falls Comprehensive Plan includes the area of annexation; and

WHEREAS, after considering the written and oral comments of property owners whose lands would be annexed and other affected persons, City Council specifically makes the following findings:

- 1) That the lands annexed meet the applicable requirements of Idaho Code Section 50-222 and does not fall within exceptions or conditional exceptions contained in Idaho Code Section 50-222;
- 2) The annexation is consistent with public purposes addressed in annexation and related plans prepared by the City; and
- 3) Annexation of the lands described in Section 1 are reasonably necessary for the orderly development of the City; and

WHEREAS, it appears to the City Council that the lands described hereinbelow in Section 1 of this Ordinance should be annexed to and become a part of the City of Idaho Falls, Idaho; and

WHEREAS, the City wishes to exercise jurisdiction over the annexed lands in a way that promotes the orderly development of such lands; and

WHEREAS, the City of Idaho Falls Comprehensive Plan sets out policies and strategies designed to promote and sustain future growth within the City; and

WHEREAS, for consistency with the Comprehensive Plan, the Council desires to designate the lands within the area of annexation as "Commercial" and "Higher Education Center"; and

WHEREAS, such designation is consistent with policies and principles contained within the City of Idaho Falls Comprehensive Plan; and

WHEREAS, the City desires the City of Idaho Falls Comprehensive Plan Map to be amended to reflect the designation contained in this Ordinance.

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

SECTION 1. Annexation of Property. The lands described herein are hereby annexed to the City of Idaho Falls, Idaho:

A parcel of land being part of the Southeast Quarter of Section 7, Township 2 North, Range 38 East, Boise Meridian, Bonneville County, Idaho, described as follows;

Commencing at the Southeast corner of said Section 7 and running thence N00°22'01"E 656.08 feet along the East line of said Section 7, thence leaving said East line S89°57'04"W 47.46 feet to a point on the West Right of Way of North Holmes Avenue, said point being at the Northerly line of City of Idaho Falls Ordinance No. 1481, said point also being the True Point of Beginning, thence continuing S89°57'04"W 517.00 feet along said Northerly line of City of Idaho Falls Ordinance No. 1481 to the centerline of Willow Creek, thence along said Willow Creek centerline the following five (5) courses; (1) N45°07'22"E 87.75 feet (2) N18°12'10"E 31.88 feet (3) N17°25'33"W 63.26 (4) N09°26'20"W 29.42 feet (5) N07°01'33"E 7.19 feet, thence leaving said Willow Creek centerline S89°37'59"E 549.62 feet to a point at the Easterly Right of Way of said North Holmes Avenue, thence along said Easterly Right of Way S00°34'39"W 184.70 feet

to a point at same said Northerly line of said City of Idaho Falls Ordinance No. 1481, thence leaving said Easterly Right of Way along said Northerly line S89°57'04"W 80.00 feet the True Point of Beginning.

Parcel contains 2.345 Acres.

SECTION 2. Amended Map and Legal Description. The City Clerk shall file a certified copy of this Ordinance with the Bonneville County Auditor, Treasurer, and Assessor, within ten (10) days after the effective date hereof. The City Engineer shall, within ten (10) days after such effective date, file an amended legal description and map of the City, with the Bonneville County Recorder and Assessor and the Idaho State Tax Commission, all in accordance with Idaho Code Section 63-2215.

SECTION 3. Findings. That the findings contained in the recitals of this Ordinance be, and the same are hereby, adopted as the official City Council findings for this Ordinance, and that any further findings relative to this Ordinance shall be contained in the officially adopted Council minutes of the meeting in which this Ordinance was passed.

SECTION 4. 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 5. 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 6. Effective Date. This Ordinance shall be in full force and effect from and after its passage, approval and publication.

PASSED BY THE COUNCIL AND APPROVED BY THE MAYOR this _____ day of _____, 2015.

Rebecca L. Noah Casper, Mayor

ATTEST:

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 ANNEXING CERTAIN LANDS
TO THE CITY OF IDAHO FALLS; DESCRIBING SUCH LANDS;
AMENDING THE CITY MAP; AMENDING THE LEGAL
DESCRIPTION OF THE CITY WITH THE APPROPRIATE COUNTY
AND STATE AUTHORITIES; AND PROVIDING SEVERABILITY,
PUBLICATION BY SUMMARY, AND ESTABLISHING EFFECTIVE
DATE."

Kathy Hampton, City Clerk

(SEAL)

ANNEXATION AGREEMENT
KNIGHT TRUCKING SUBDIVISION

This Annexation Agreement, of Knight Trucking Subdivision (hereinafter called "AGREEMENT"), made this 15 day of June, 2015, by and between CITY OF IDAHO FALLS, IDAHO, a municipal corporation of the State of Idaho (hereinafter "CITY"), whose mailing address is P.O. Box 50220, Idaho Falls, Idaho 83405, and KNIGHT TRUCKING, a corporation, (hereinafter "DEVELOPER"), whose mailing address is 20002 N. 19th Ave., Phoenix, AZ 85027.

W I T N E S S E T H:

WHEREAS, DEVELOPER is corporation, in law or equity, of a certain tract of land in the County of Bonneville, State of Idaho, which land (hereafter referred to as the "Subdivision"), is described in Exhibit "A" attached hereto and by this reference made a part hereof; and

WHEREAS, DEVELOPER understands that annexation must comply with Idaho Code § 50-222; and

WHEREAS, DEVELOPER voluntarily wishes to proceed with Category A annexation pursuant to Idaho Code § 50-222(3)(a); and

WHEREAS, DEVELOPER requests and consents to CITY annexation of the Subdivision; and

WHEREAS, DEVELOPER specifically waives DEVELOPER's right to protest annexation of DEVELOPER's property described in this AGREEMENT, including DEVELOPER's right of judicial review contained in Chapter 52, Title 67, Idaho Code, and pursuant to the standards set forth in § 67-5279, Idaho Code; and

WHEREAS, DEVELOPER enters into this AGREEMENT of DEVELOPER's own free will and accord, without coercion and without inducement and at DEVELOPER's request; and

WHEREAS, DEVELOPER has read this AGREEMENT, has understood it, and has had the opportunity to avail itself of legal and other counsel prior to entering into this AGREEMENT and prior to signing it; and

WHEREAS, DEVELOPER has requested the Subdivision be annexed to CITY; and

WHEREAS, City Engineer and City Planning and Zoning Commission have recommended such annexation be granted subject to certain requirements and obligations on the part of DEVELOPER; and

WHEREAS, CITY is willing to annex the Subdivision to CITY, subject to the terms and conditions of this AGREEMENT and the Special Conditions attached as Exhibit "B" to this Agreement and adopted as part of such Agreement and incorporated herewith.

NOW, THEREFORE, in consideration of the covenants and conditions set forth herein, the parties agree as follows:

1. **Annexation.** CITY agrees to annex the Subdivision to the City of Idaho Falls, Idaho, attached as Exhibit "A" to this Agreement and adopted as part of such Agreement and incorporated herewith, subject to DEVELOPER's performance of the terms and conditions of this AGREEMENT.

2. **Improvement Plans.** DEVELOPER anticipates that development of the entire Subdivision will occur in phases or divisions. DEVELOPER has filed and the City Engineer has approved Improvement Plans for the public improvements to be constructed within public rights of way exterior to the Subdivision, (hereafter referred to as the "Exterior Improvement Plans") showing the width, location and alignment of all streets, sewer lines and water lines within the Subdivision and the size and materials specifications for such water and sewer lines. Prior to the commencement of any construction or development within any phase or division of the Subdivision, developer shall also file with and obtain the approval of the City Engineer of final Improvement Plans (hereafter the "Interior Improvement Plans") for all streets, sewer lines, water lines, storm drainage facilities, street signs, traffic control devices, barricades and other public improvements contemplated within such phase or division of the Subdivision. The final Improvement Plans shall also show the proposed location of other public utilities (telephone, gas, and electricity,) and irrigation facilities affected by the development of such phase or division of the Subdivision. Such Preliminary Improvement Plans are incorporated herein by reference as though set out in full and the final Improvement Plans shall also, upon approval by the City Engineer, be deemed to be incorporated herein by reference.

3. **Construction of Public Improvements.** Unless otherwise agreed in the Special Conditions, DEVELOPER shall, at its expense, design and construct all public improvements required by the Special Conditions attached hereto and incorporated as part of this AGREEMENT. Unless otherwise agreed in writing by City Engineer, DEVELOPER shall construct all required public improvements within such Improvement Plans in strict accordance with the approved preliminary and final Improvement Plans and CITY Standard Engineering Drawings and Specifications (hereafter referred to as the "Standard Specifications") in effect at the time the construction is accomplished. The Standard Specifications are incorporated herein by reference as though set out in full. CITY may withhold the issuance of any and all building permits and/or certificates of occupancy in the Subdivision until all public improvements required by CITY, including Special Conditions, are constructed and accepted by CITY.

4. **Permits.** DEVELOPER shall obtain all rights of way, excavation and/or other permits required by local ordinance, and comply with all requirements therein with respect to the timely performance of the work governed by such permits.

5. **Completion of Public Improvements.** DEVELOPER agrees that, upon a finding by City Council, duly entered in the official minutes of the proceedings of City Council, that a portion or portions or the entirety of any public improvements "detailed in" the Special Conditions need to be completed in the interest of the public health, welfare or safety, DEVELOPER shall forthwith construct such public improvements. If DEVELOPER does not commence construction of such public improvements within a reasonable time after such finding is made, or if DEVELOPER does not complete such construction within a reasonable time thereafter, CITY may construct or complete

such facilities at DEVELOPER's expense. City Council shall not make such finding unless DEVELOPER has been given at least ten (10) days advance written notice of the date and place of the meeting, and DEVELOPER has been given an opportunity to be heard at such meeting. At or before the meeting, City Engineer shall furnish DEVELOPER a cost estimate for completing the required portion or portions of such public improvements.

6. Inspection. DEVELOPER shall retain a professional engineer (hereafter referred to as the "Project Engineer") licensed within the State of Idaho to supervise, inspect and test the construction of all public improvements constructed by DEVELOPER in order to ensure such improvements are constructed in accordance with this AGREEMENT, the Special Conditions and the Standard Specifications. DEVELOPER shall not materially deviate from the Special Conditions or Standard Specifications without the express written approval of City Engineer to do so.

7. Corrected Improvement Plans. Prior to acceptance of any phase or division of the Subdivision, DEVELOPER will file "As Constructed" Improvement Plans (hereafter referred to as the "Corrected Improvement Plans") with the City Engineer. Such Corrected Improvement Plans shall be prepared by the Project Engineer and shall show the actual constructed location of all public improvements within the Subdivision including the horizontal and vertical location of all water, sewer and storm drain lines, individual building service lines curb and gutter alignment and street grades. Such Corrected Improvement Plans shall also specifically show all changes between the original Improvement Plans and the public improvements as actually constructed. The Project Engineer shall also certify upon the Corrected Improvement Plans that such Plans correctly show all public improvements as actually constructed and that such public improvements have been constructed in accordance with the Standard Specifications in effect at the time such construction was accomplished. The Project Engineer shall also deliver to the City Engineer all compaction reports, daily construction logs, reports, written tests, analysis and other data as may be necessary to verify or support the certification of the Project Engineer.

8. Public Improvement Certification. Prior to acceptance of any phase or division of the Subdivision, DEVELOPER, through the Project Engineer, shall certify that all public improvements have been constructed in accordance with the Standard Specifications in effect at the time such construction was accomplished. The Project Engineer shall also deliver to the City Engineer all compaction reports, daily construction logs, reports, written tests, analysis and other data as may be necessary to verify or support the certification of the Project Engineer.

9. Final Plat. DEVELOPER agrees not to commence any building or construction within the Subdivision until a final Subdivision plat (hereinafter referred to as the "Final Plat") of the area encompassing the phase or division where such building or construction is contemplated, has been duly prepared in compliance with Idaho Code § 31-3805, as amended, and Chapter 13, Title 50, Idaho Code, as amended, and has been approved by CITY pursuant to the Subdivision Ordinance of CITY.

10. Sale, Lease or Conveyance of Part of Property. DEVELOPER agrees not to sell, lease or convey any portion of the Subdivision unless a Final Plat for the portion to be sold, leased or conveyed, has been approved by CITY and recorded in the Bonneville County Recorder's office.

11. Acceptance of Subdivision. Upon satisfactory completion of such public improvements and facilities, DEVELOPER's delivery of Public Improvement Certification and the

filing and approval by CITY of a final plat, CITY will accept that portion of the Subdivision for which a final plat has been approved. Such acceptance shall not be valid unless expressly acknowledged in writing by City Engineer. Except as otherwise expressly provided in the Special Conditions, upon acceptance of any phase or division within the Subdivision, CITY shall assume ownership and control of all public facilities within any dedicated street or public utility right of way within the Subdivision. Acceptance of the Subdivision shall not be deemed as a waiver of DEVELOPER's agreement herein to fully and completely perform the terms and conditions of this AGREEMENT or as a waiver or release of the warranty set forth below in this AGREEMENT.

12. Warranty. DEVELOPER warrants that the materials and workmanship employed in the construction of all public improvements within the Subdivision shall be good and sound, and shall conform to generally accepted standards within the construction industry. Such warranty shall extend for a period of one (1) year after acceptance of any phase or division of the Subdivision within which such improvements are located, by CITY, provided nothing herein shall limit the time within which CITY may bring an action against DEVELOPER on account of DEVELOPER's failure to construct such improvements in accordance with this AGREEMENT, the Special Conditions or the Standard Specifications. DEVELOPER, and DEVELOPER's heirs, successors and assigns, shall and do hereby warrant and agree, to defend the quiet and peaceful possession of CITY in all easements, rights of way, street dedications or other estates conveyed pursuant to the terms of this AGREEMENT or pursuant to the subdivision plat which is the subject hereof, from and against all claims against DEVELOPER and DEVELOPER's successors or assigns and against every person whomsoever who lawfully holds, or who later lawfully claims to have held, rights in the premises as of the date of this AGREEMENT.

13. Arterial Street, Surface Drainage and Other Impact Fees. DEVELOPER agrees to pay all Arterial Street and Bridge Fees, Surface Drainage Fees, or any other impact fees in force, at the time of the approval of a final plat covering any portion of the Subdivision. The calculation of such fees shall be based only upon the area included within the final plat. Such fees shall be paid in full prior to the approval of such final plat by CITY, and the amount and other terms and conditions regulating the payment and imposition thereof shall be in accordance with the CITY ordinance in effect at the time the final plat is approved.

14. Water and Sewer Main Connection Charges. DEVELOPER agrees to pay to CITY at the time any separate sanitary sewer service or culinary water service connection to CITY sanitary sewer system or culinary water system is requested, all connection fees, main connection charges, and main charges as set forth in the City Code in effect at the time such request for service is made.

15. Rezoning of Property. Nothing herein contained shall restrict the right of CITY to change the zoning of any of the Unplatted Property following procedures established by City Zoning Ordinance and the Idaho Local Land Use Planning Act.

16. Participation by City. The parties agree that those portions of the water main, the sanitary sewer line, storm drains and street section work (hereafter collectively referred to as the "Shared Work"), the cost of which the City has expressly agreed to pay pursuant to the Special Conditions, including any water or sewer line or storm line extensions, increased line size or capacity and road width or thickness, are required because of future service needs originating from properties

not owned by Developer and located within the vicinity of the Subdivision and that sound planning requires construction thereof at the present time in order to accommodate future expansion and development. In recognition of the cost savings which can be accomplished by construction of such excess capacity and improvements concurrently with the facilities to be constructed for Developer's purposes, and the impracticality or impossibility of constructing such excess capacity and improvements separately or at a later time, Developer agrees to design and construct such facilities subject to the City's agreement to reimburse Developer for a portion of such costs, all as set forth in the Special Conditions. Prior to the commencement of the Shared Work, Developer shall obtain and deliver to the City three independent bona fide bids for the performance of such work from qualified and responsible contractors. Such bids shall be solicited and itemized in a manner which allows clear and specific identification of that portion of the construction work for which the City is responsible. The City shall have no obligation to pay for any portion of the costs of the Shared work unless prior to the commencement of the work the parties have expressly agreed in writing to a specific amount for which the City will reimburse the Developer. Payment of such costs by the City shall be due within thirty (30) days from acceptance of the Subdivision by the City and delivery of an itemized statement to the City setting forth in detail the total amount of the costs for which the City is responsible.

17. Special Conditions. In recognition of the unique circumstances relative to this Subdivision the parties agree to the Special Conditions attached hereto as Exhibit "B" and by this reference made a part hereof.

18. Occupancy. No building or structure within the Subdivision shall be used or occupied for any purpose other than for the construction of such building or structure, unless a final plat has been filed and approved and all public improvements within the plat have been completed and accepted by City Engineer. CITY may withhold Certificates of Occupancy until all such work has been completed. Nothing herein shall prevent the use of a model building for the purpose of DEVELOPER's sales promotional efforts provided the building is not occupied for commercial or industrial purposes.

19. Irrigation Facilities. DEVELOPER shall relocate or reconstruct all ditches, headgate structures, culverts, siphons, drywells or other similar appurtenant structures that will be impaired or otherwise disturbed by the construction of this Subdivision. DEVELOPER shall also obtain the consent of all persons or entities who have any water right or control over such structures. DEVELOPER shall also indemnify and hold CITY harmless from any action, claim, demand, or cost of any kind, including attorney's fees and court costs, arising from the relocation or reconstruction of such facilities or DEVELOPER's failure to properly relocate or reconstruct such facilities.

20. Storm Water Discharge Certification. Prior to the acceptance and approval of final Improvement Plans for any division or phase of the Subdivision, Developer shall obtain the certification of any Irrigation District, canal company or other entity into which any storm water from such phase or division will be discharged. The certification shall state that such water delivery entity has reviewed and approved the final Improvement Plans for such phase or division and that the discharge of storm waters from such area into their canal or ditch in the manner shown in the final Improvement Plans is approved and accepted by such entity.

21. Relocation of Power Lines. DEVELOPER shall relocate at its expense, all existing electric utility poles or other utility lines or fixtures necessary to construct the public improvements within this Subdivision as detailed in the Special Conditions.

22. Taxes and Assessments. DEVELOPER shall pay all real property taxes and assessments levied or assessed against any interest in real property which DEVELOPER has agreed to convey to CITY pursuant to this AGREEMENT. Such taxes and assessments shall be paid prior to the acceptance by CITY of the public improvements within any phase or division of the Subdivision.

23. Default. In the event DEVELOPER fails to comply with the terms and conditions hereof in any material respect, CITY may, without further notice to DEVELOPER, exercise any or all of the following remedies:

- A. Withhold the issuance of any building permit or certificate of occupancy for any structure located within any phase or division of the Subdivision affected by such default;
- B. Withhold the connection of water, sewer or electric service to any property located within any phase or division of the Subdivision affected by such default;
- C. Refuse to accept public ownership and maintenance of public improvements within any phase or division of the Subdivision affected by such default and record a notice of such action with the Bonneville County Recorder's office;
- D. Issue a stop work order for any building under construction within any phase or division of the Subdivision affected by such default;
- E. Withhold reimbursement Subdivision inspection fees collected pursuant to Idaho Falls City Code;
- F. Bring an action for damages, injunctive relief, specific performance or any other remedy available at law or in equity.

24. Notices. Any notice required by this AGREEMENT shall be mailed to the receiving party at the address set forth above or such other address as may be delivered to the sending party in writing. Such notice shall be mailed by certified mail, return receipt requested, postage prepaid and addressed as set forth above and shall be deemed received upon its deposit in the United States mail in such manner.

25. Recording Fees. Prior to the execution and approval of this AGREEMENT, DEVELOPER shall pay to CITY all recording fees necessary to record this AGREEMENT with the Bonneville County Recorder's office. Prior to the approval of any final plat within the Subdivision, DEVELOPER shall pay to CITY all recording fees necessary to record such final plat with the Bonneville County Recorder's office.

26. Conflict with Standard Specifications. In the event of any conflict between the

terms of this AGREEMENT or the Standard Specifications, the terms of this AGREEMENT shall prevail over any contrary provision of the Standard Specifications.

27. Covenants Appurtenant to the Land. All covenants and conditions set forth herein shall be appurtenant to and run with the Subdivision and shall be binding upon DEVELOPER's heirs, successors or assigns.

28. Remedies Cumulative. All remedies herein are cumulative and, to the extent not wholly inconsistent with each other, may be enforced simultaneously or separately, at the sole discretion of CITY.

29. Governing Law. This AGREEMENT shall be governed by the laws of the State of Idaho. The venue for any action arising out of this Agreement shall be exclusively in the District Court of the Seventh Judicial District of the State of Idaho, Bonneville County or in the United States District Court for the District of Idaho.

30. Entire Agreement. This writing evidences the final and complete agreement between the parties regarding annexation and no other prior statement, representation or understanding shall be binding upon the parties regarding annexation unless expressly set forth herein.

31. Effective Date. This AGREEMENT shall become valid and binding only upon its approval by City Council of CITY and upon its execution by the Mayor.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the day and year first above written.

ATTEST:

CITY OF IDAHO FALLS

Kathy Hampton, City Clerk

By _____
Rebecca L. Noah Casper, Mayor

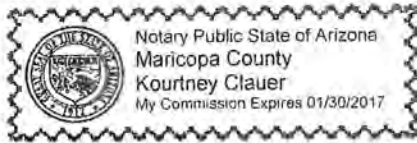
"KNIGHT TRUCKING SUBDIVISION"

By 
Glen Thomas

STATE OF ^{Arizona} IDAHO)
County of ^{Maricopa} Bonneville) ss:
)

On this 15 day of June, 2015, before me, the undersigned, a notary public, in and for said State, personally appeared GLEN THOMAS, known or identified to me to be the person whose name is subscribed to the foregoing document, and acknowledged to me that he executed the same on his own behalf.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal, the day and year in this certificate first above written.



(Seal)

Kourtney Clauer
Notary Public of ~~Idaho~~ Arizona
Residing at: Maricopa
My Commission Expires: 1/30/17

STATE OF IDAHO)
County of Bonneville) ss:
)

On this _____ day of _____, 2015, before me, the undersigned, a notary public, in and for said State, personally appeared REBECCA L. NOAH CASPER, known to me to be the Mayor of the City of Idaho Falls, Idaho, the municipal corporation that executed the foregoing document, and acknowledged to me that such City executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal, the day and year in this certificate first above written.

(Seal)

Notary Public of Idaho
Residing at: _____
My Commission Expires: _____

“EXHIBIT A”
KNIGHT TRUCKING SUBDIVISION

A parcel of land being part of the Southeast Quarter of Section 7, Township 2 North, Range 38 East, Boise Meridian, Bonneville County, Idaho, described as follows;

Commencing at the Southeast corner of said Section 7 and running thence N00°22'01"E 656.08 feet along the East line of said Section 7, thence leaving said East line S89°57'04"W 47.46 feet to a point on the West Right of Way of North Holmes Avenue, said point being at the Northerly line of City of Idaho Falls Ordinance No. 1481, said point also being the True Point of Beginning, thence continuing S89°57'04"W 517.00 feet along said Northerly line of City of Idaho Falls Ordinance No. 1481 to the centerline of Willow Creek, thence along said Willow Creek centerline the following five (5) courses; (1) N45°07'22"E 87.75 feet (2) N18°12'10"E 31.88 feet (3) N17°25'33"W 63.26 (4) N09°26'20"W 29.42 feet (5) N07°01'33"E 7.19 feet, thence leaving said Willow Creek centerline S89°37'59"E 549.62 feet to a point at the Easterly Right of Way of said North Holmes Avenue, thence along said Easterly Right of Way S00°34'39"W 184.70 feet to a point at same said Northerly line of said City of Idaho Falls Ordinance No. 1481, thence leaving said Easterly Right of Way along said Northerly line S89°57'04"W 80.00 feet the True Point of Beginning.

Parcel contains 2.345 Acres.

EXHIBIT "B"
SPECIAL CONDITIONS FOR
KNIGHT TRUCKING SUBDIVISION

S-C 1.00 Arterial Street and Bridge Fees. The Bridge and Arterial Streets fee for this Subdivision is Five Thousand Twelve Dollars and Fifty Cents (\$5,012.50) (2.005 Acres at \$2,500 per acre) payable as follows:

<u>Due Date</u>	<u>Payment Amount</u>
Upon execution hereof	\$501.25
August 1, 2015	\$751.88
February 1, 2016	\$751.88
May 1, 2016	\$751.88
August 1, 2016	\$751.88
November 1, 2016	\$751.88
<u>February 1, 2016</u>	<u>\$751.85</u>
Total	\$5,012.50

S-C 2.00 Surface Drainage Fee. The surface drainage fee for this Subdivision is Six Hundred Fifty-Five Dollars and Four Cents (\$655.04) (87,338 square feet net area at \$.0075 per square foot) payable as follows:

Upon execution hereof	\$ 65.50
August 1, 2015	\$ 98.26
February 1, 2016	\$ 98.26
May 1, 2016	\$ 98.26
August 1, 2016	\$ 98.26
November 1, 2016	\$ 98.26
<u>February 1, 2016</u>	<u>\$ 98.24</u>
Total	\$655.04

S-C 3.00 Storm Drainage. Storm drainage shall be designed and constructed to accommodate drainage of the roads and lots within the Subdivision by the Developer. The storm drainage system shall meet the City Storm Drainage policy.

S-C 4.00. Sewer Main Connection Fee. The City agrees to allow Developer to connect to the sewer previously constructed within Holmes Ave, subject to Developer's payment of the sewer main connection charge pursuant to section 8-1-23(C) of the City Code in the amount of \$900 (45 FT at \$20 per foot). Such fees shall be paid upon execution of this Agreement.

REASONED STATEMENT OF RELEVANT CRITERIA AND STANDARDS

THE INITIAL ZONING OF GC-1 GENERAL COMMERCIAL ZONING FOR PROPERTY LOCATED WEST OF AND ADJACENT TO HOLMES AVENUE, NORTH OF ANDERSON STREET

WHEREAS, the applicant filed an application for annexation, with initial zoning of GC-1 General Commercial Zoning on January 26, 2015; and

WHEREAS, this matter came before the Idaho Falls Planning and Zoning Commission during a duly noticed public hearing on March 3, 2015; and

WHEREAS, this matter came before the Idaho Falls City Council during a duly noticed public hearing on June 25, 2015; and

WHEREAS, having reviewed the application, including all exhibits entered and having considered the issues presented:

I. RELEVANT CRITERIA AND STANDARDS

1. The City Council considered the request pursuant to the City of Idaho Falls 2013 Comprehensive Plan, the City of Idaho Falls Zoning Ordinance, the Local Land Use Planning Act, and other applicable development regulations.
2. The property is an approximate 2.345 acre parcel located west of and adjacent to Holmes Avenue, north of Anderson Street.
3. The Zoning in this area includes GC-1 HC-1 and I&M-1 within the County and have been developed with various commercial, retail, service, office and light industrial uses.
4. The 2013 Comprehensive Plan Future Land Use Map designates this area as Commercial and Higher Education Centers.
5. This is a category "A" annexation in which the property owner is requesting annexation to the city.
6. The applicant's initial request is for GC-1, complies with the Comprehensive Plan and Zoning in the surrounding area.

II. DECISION

Based on the above Reasoned Statement of Relevant Criteria, the City Council of the City of Idaho Falls approved the initial zoning of GC-1 General Commercial Zoning for the above described property.

PASSED BY THE CITY COUNCIL OF THE CITY OF IDAHO FALLS

THIS _____ DAY OF _____, 2015

Rebecca L. Noah Casper, Mayor