

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

Thursday, September 10, 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 also use this time to 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 may be removed from the Consent Agenda at the request of any member of the Council and that item would be considered separately later. Approval by roll call vote:

A. Item from the Mayor:

1. Appointment of Julie Foster to serve on the Planning and Zoning Commission, term to expire December 31, 2021.

B. Item from Municipal Services:

1. Bid IF-15-26 Fabricate and Install Signage at Idaho Falls Zoo

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.

C. Items from the City Clerk:

1. Approval of Minutes from the July 31, 2015, Budget Work Session, August 6, 2015, Budget Work Session, and August 10, 2015, Council Work Session.
2. Approval of Monthly Expenditure Summary for the month of August, 2015.
3. Approval of Monthly Treasurer's Report for the month of August, 2015.
4. Approval of License Applications, including a Beer to be Consumed on Premise to Gourmet Xio, LLC and Los Panchos, all carrying the required approvals.
5. Request for Council ratification for the publication of legal notices calling for public hearings on September 10, 2015.

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

5. **REGULAR AGENDA:**

A. **Public Works Department:**

1. **Bid Award - 25th E. (Hitt Rd) and E. 25th Street Traffic Signal Improvements:** On September 1, 2015, bids were received and opened for 25th E (Hitt Rd) and E 25th Street Traffic Signal Improvements project. Public Works recommends approval of the plans and specifications, award to the lowest responsive, responsible bidder, HK Contractors, in an amount of \$81,330.00 and, authorization for the Mayor and City Clerk to sign contract documents.

RECOMMENDED ACTION: To approve of the plans and specifications, award to the lowest responsive, responsible bidder, HK Contractors, in an amount of \$81,330.00 and, authorization for the Mayor and City Clerk to sign contract documents (or take other action deemed appropriate).

2. **Bid Award - Eastside Greenbelt Pathway - Broadway to Riverside Drive:** On September 4, 2015, bids were received and opened for Eastside Greenbelt Pathway - Broadway to Riverside Drive project. Public Works recommends approval of the plans and specifications, award to the lowest responsive, responsible bidder, Knife River Corporation Northwest in an amount of \$60,361.00 and, authorization for the Mayor and City Clerk to sign contract documents.

RECOMMENDED ACTION: To approve of the plans and specifications, award to the lowest responsive, responsible bidder, Knife River Corporation Northwest, in an amount of \$60,361.00 and, authorization for the Mayor and City Clerk to sign contract documents (or take other action deemed appropriate).

B. Municipal Services Department:

1. **Resolution to Purchase Wayfinding Signage for the Zoo on the Open Market:** On August 28, 2015 bids were received and opened for the Wayfinding Signage for the Idaho Falls Zoo. The bids received had lump sum totals that significantly exceeded the budget for this project. Please find attached resolution to secure goods and services in the open market for design, fabrication, and installation of certain signs related to the City's Wayfinding Plan. Municipal Services respectfully requests the City Council to approve the resolution and to authorize the Mayor to execute the document.

RECOMMENDED ACTION: To approve the Resolution to purchase Wayfinding Signage for the zoo on the open market and authorize the Mayor to execute the document (or take other action deemed appropriate).

2. **Bid IF-15-12A Fabricate Signage and Graphic Elements, and Bid IF-15-12B Fabricate and Install Signage and Graphic Element Monument:** The City Council approved and authorized the Parks and Recreation Department and the Purchasing Division to purchase the above listed signs and labor on the open market. It is the recommendation of Municipal Services and of the Parks and Recreation Department to accept the following bids for a total purchase amount of \$399,694.00:

BID IF-15-12A	Yesco to Fabricate the Wayfinding Signage	\$250,000
BID IF-15-12B	Yesco to Fabricate the Sign for Monuments	\$70,111
BID IF-15-12B	Rock Solid Landscaping - Installation	\$79,583

RECOMMENDED ACTION: To accept the bids for signs and labor on the open market for a total purchase amount of \$399,694.00 (or take other action deemed appropriate).

C. Community Development Services Department:

1. **Final Plat and Reasoned Statement of Relevant Criteria and Standards, Fremont Avenue Subdivision:** Attached is the application for a Final Plat and Reasoned Statement of Relevant Criteria and Standards for Fremont Avenue Subdivision. The Planning and Zoning Commission considered this item at its August 18, 2015 meeting and recommended approval by a unanimous vote. Staff concurs with this recommendation. The application is now being submitted to the Mayor and City Council for consideration.

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

a. To accept the Final Plat for Fremont Avenue Subdivision, 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 Fremont Avenue Subdivision, and give authorization for the Mayor to execute the necessary documents.

2. **Reasoned Statement of Relevant Criteria and Standards for a Conditional Use Permit in an R-3 Zone for a Haunted Attraction as an Indoor Amusement, Lots 35-48, Block 45, Crows Addition:** Attached is the Reasoned Statement of Relevant Criteria and Standards for Conditional Use Permit in an R-3 Zone for a Haunted Attraction as an Indoor Amusement, Lots 35-48, Block 45, Crows Addition. The City

Council considered this item at its August 27, 2015 meeting and denied the application. Staff has revised the Reasoned Statement to reflect the facts considered at the meeting and the final decision. The document is now being submitted to the Mayor and City Council for consideration.

RECOMMENDED ACTION: To approve the Reasoned Statement of Relevant Criteria and Standards denying a request for a Conditional Use Permit in an R-3 Zone for a Haunted Attraction as an Indoor Amusement, Lots 35-48, Block 45, Crows Addition, and give authorization for the Mayor to execute the necessary documents.

3. Public Hearing – Application, Resolution, and Reasoned Statement of Relevant Criteria and Standards for a Comprehensive Plan Amendment from Low Density Residential to Commercial, Employment Center, and Higher Density Residential for property located generally north of Kearney, east of and adjacent to Woodruff Avenue, west of Hitt Road, and south of Lincoln Road: Attached is the application, Resolution, and Reasoned Statement of Relevant Criteria and Standards for a Comprehensive Plan Amendment from Low Density Residential to Commercial, Employment Center, and Higher Density Residential for property located generally north of Kearney, east of and adjacent to Woodruff Avenue, west of Hitt Road, and south of Lincoln Road. The Planning and Zoning Commission considered this item at its August 4, 2015 meeting and recommended approval by a unanimous vote. Staff concurs with this recommendation. The application is now being submitted to the Mayor and City Council for consideration.

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

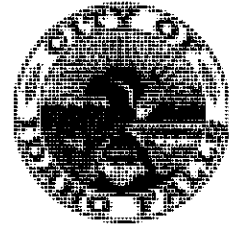
a. To approve the Resolution amending the Comprehensive Plan from Low Density Residential to Commercial, Employment Center, and Higher Density Residential for property located generally north of Kearney, east of and adjacent to Woodruff Avenue, west of Hitt Road, and south of Lincoln Road and give authorization for the Mayor and City Clerk to execute the necessary documents.

b. To approve the Reasoned Statement of Relevant Criteria and Standards for the amendment of the Comprehensive Plan from Low Density Residential to Commercial, Employment Center, and Higher Density Residential for property located north of Kearney, east of and adjacent to Woodruff Avenue, west of Hitt Road, and south of Lincoln Road 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:



Memorandum

To: City Council
From: Rebecca Casper, Mayor
Date: September 8, 2015
Re: Appointment to City Planning and Zoning Commission

I have appointed Julie Foster to serve on the Planning and Zoning Commission. I request your confirming vote to ratify this appointments at the Regular Council Meeting on Thursday September 8, 2015.

Julie Foster Planning and Zoning Commission Community Dev. Services 12/31/2021 New Appointment

Ms. Foster initially met with Director Cramer and was subsequently recommended for the position. I then reviewed the application and met with Ms. Foster. Upon review and reflection, I am confident that she has the requisite commitment to the task and she certainly meets the criteria set forth in the city code. Furthermore, I believe she will make a very positive contribution to the good work of the city.

Attached please find a memorandum of support from Community Development Services Director Brad Cramer as well as Ms. Foster's resume.

In addition to your vote, I also invite you to support the good work of our citizen volunteers as their service improves the quality of life in our community.

If you have any questions or comments, please feel free to contact me.



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-100-15

MEMORANDUM

TO: Honorable Mayor Casper
FROM: Brad Cramer, Community Development Services Director
SUBJECT: Appointment of Julie Foster to Planning and Zoning Commission
DATE: August 19, 2015

Attached is the application for service on the Planning and Zoning Commission for Julie Foster. Staff met with Julie earlier this week and feels she would be a valuable addition to the Commission. Before moving to Idaho Falls she served on the City of Ammon's Planning Commission for two years. Her experience will be valuable and serve as training for planning law and procedure for the State of Idaho. The Community Development Services Department respectfully recommends the Mayor's Office conduct an interview with Julie and consider her for appointment to the Commission. Should the appointment be made, it should be effective until December 31, 2021. Please feel free to contact me with any further questions.

Attachments: Application for Julie Foster

cc: Kami Morrison
File



City of Idaho Falls
Boards, Committees and Commissions
Citizen Application

RECEIVED

AUG 10 2015

MAYOR'S OFFICE

Thank you for your willingness to serve our community. Please fill out this form and attach a résumé to this application. If you wish, you may also submit a cover letter explaining your interest in city service.

Your application will be kept on file. When there is an opening on a relevant City Board, Committee or Commission, your application will be reviewed. Return the completed form to the Mayor's office at: City of Idaho Falls Mayor's office: P.O. Box 50220, Idaho Falls, ID 83405 or mayor@idahofallsidaho.gov.

Name:	Julie Foster		
Mailing Address:	4255 Silverado Dr.		
City, State, Zip:	Idaho Falls, ID 83404		
Email Address:	fostja@cableone.net		
Daytime Phone:	(208) 709-0508	<input checked="" type="checkbox"/> Message?	<input checked="" type="checkbox"/> Text?
Evening Phone:	Same	<input type="checkbox"/> Message?	<input type="checkbox"/> Text?
Cell Phone:	Same	<input type="checkbox"/> Message?	<input type="checkbox"/> Text?

What is your motivation for service on this/these committee(s)?

I am dedicated to serving my community and feel my background lends well to serving on the Planning Commission.

How does your background training and experience lend itself to service on this/these committee(s)?

I have a background in construction and project management, and served on the Ammon Planning & Zoning Commission before moving to Idaho Falls.

Please list any relevant areas of expertise, education or training you possess that will be helpful for service.

I have a Bachelor's in Business Administration and experience by serving on Ammon's Planning & Zoning Commission.

FOR OFFICE USE ONLY:	
Date received by Mayor's Office:	Date appointed:
City Division(s) application forwarded to:	Board, Committee or Commission appointed to:

	<u>Length of Term (Years)</u>	<u>Meeting Frequency</u>
Mayor's Office		
<input type="checkbox"/> Citizen Review Committee ¹	One(1)	As Needed
<input type="checkbox"/> Mayor's Youth Advisory Committee	Three(3)	Bi-Monthly
Fire Department		
<input type="checkbox"/> Fire Code Appeals Board	Five(5)	Yearly/As Needed
Human Resources		
<input type="checkbox"/> Civil Service Commission	Six(6)	Semi-Annual/As Needed
Library		
<input type="checkbox"/> Library Board	Five(5)	Monthly/As Needed
Municipal Services		
<input type="checkbox"/> City Safety Committee	Not Established	As Needed
<input type="checkbox"/> Civic Auditorium Committee	Two(2)	As Needed
Parks and Recreation		
<input type="checkbox"/> Golf Advisory Board	Three(3)	Every Other Month
<input type="checkbox"/> Ice Arena Advisory Committee	Three(3)	Monthly
<input type="checkbox"/> Parks and Recreation Commission	Three(3)	Monthly
<input type="checkbox"/> Shade Tree Committee	Three(3)	Monthly
<input type="checkbox"/> Swimming Pool Advisory Committee	Not Established	Monthly
<input type="checkbox"/> Tautphaus Park Zoological Society	Three(3)	Quarterly
Planning and Building		
<input type="checkbox"/> Beautification Commission ²	Three(3)	3 rd Wednesday
<input type="checkbox"/> Board of Adjustment	Five(5)	2 nd Thursday/As Needed
<input type="checkbox"/> Building Code Board of Appeals	Three(3)	As Needed
<input type="checkbox"/> Electrical Board of Review	Two(2) & Three(3)	As Needed
<input type="checkbox"/> Historic Preservation Commission ³	Three(3)	1 st Thursday
<input type="checkbox"/> Idaho Falls ADA Accessibility Commission ⁴	Three(3)	As Needed
<input type="checkbox"/> Idaho Falls Business Assistance Corp	Staggering Terms	Quarterly/As Needed
<input type="checkbox"/> Idaho Falls Redevelopment Agency	Five(5)	3 rd Thursday
<input type="checkbox"/> Mechanical Appeals Board	Three(3)	As Needed
<input checked="" type="checkbox"/> Planning Commission ⁵	Six(6)	1 st Tuesday
<input type="checkbox"/> Plumbing Appeals Board	Three(3)	As Needed
Police Department		
<input type="checkbox"/> Traffic Safety Committee	Two(2)	As Needed
Regional Committees		
<input type="checkbox"/> Bonneville Metropolitan Planning Organization (BMPO)		
<input type="checkbox"/> Targhee Regional Public Transportation Association (TRPTA)		

¹ Where not specifically required by law, City of Idaho Falls residents will be given preference.

² Five (5) members shall have professional training or experience in the disciplines of horticulture, landscape architecture, architecture, community development, urban forestry, parks planning and administration, economic development or related fields.

³ Four (4) members shall have professional training or experience in the disciplines of architecture, history, architectural history, urban planning, archaeology, engineering, law, or other historic preservation-related disciplines.

⁴ All members shall be a person with a disability or have a demonstrated interest, competence or knowledge of disabilities.

⁵ One (1) member shall be a Bonneville County resident residing within the area of city impact.

Please note: Those who stand to receive a direct financial benefit from a particular position, who are involved in litigation with a relevant city department, and who are not city residents may be declared ineligible to serve on a committee.

Any Information supplied may be subject to disclosure under the Idaho Public Records Law §§ 9-337 through 9-350

Julie A. Foster
4255 Silverado Drive
Idaho Falls, ID 83404

fostja@cableone.net

Phone: (208)709-0508

EDUCATION AND CERTIFICATIONS: Bachelor's Degree in Business Administration-Marketing, Idaho State University, 1993. Certified Project Management Professional (PMP) May 5, 2006. DOE "L" Cleared (not active)

ORGANIZATIONAL AFFILIATIONS: Member, Project Management Institute (Served as Vice President of Programs, June 2009 – June 2010). Member, Partnership for Science and Technology. Assistant Secretary, Idaho Falls Rotary Club. Communications and Marketing Director, Idaho Professional Women's Express Network. Member, City of Ammon Planning and Zoning Commission (January 2014 – June 2015).

EXPERIENCE SUMMARY: A proven business and team leader experienced in project management and business development. Proven track record of delivering technical projects on-time and under-budget. Proven success in establishing new business and teaming relationships within the energy, engineering, and design-build industries. Proven success in recruiting staff and managing tasks for new business opportunities created through established business networks.

JFOSTER & ASSOCIATES, LLC

March 2015 – Present

Owner

Own and operate a WOSB (Woman Owned Small Business) providing technical, professional, and administrative services to the INL and other DOE sites.

WALSH ENGINEERING SERVICES

March 2013 – March 2015

Project Management and Business Development

Greatly expanded the business opportunities for a local, small, woman-owned engineering firm. Enabled the firm to enter into new business markets and expand their capabilities. Recruit new employees increasing the staff from 20 to 90. Manage personnel and projects and help develop business strategies.

INDEPENDENT CONSULTANT

March 2013 – March 2015

Project Management and Business Development

For various energy services companies – develop leads, define market opportunities, participate in proposals to provide third party natural gas and power, participate in proposals to provide rate analysis within the Rocky Mountain Power service territory, participate in proposals to provide solar, lighting retrofits, solar-thermal, waste heat recovery and other energy efficiency projects. Provide project management services for the Blackhawk Water System Upgrade which provides a low cost energy alternative saving the Homeowner's Association on their energy costs. Have

saved numerous clients in the pacific-northwest market hundreds of thousands of dollars on their energy costs.

BATTELLE ENERGY ALLIANCE, LLC. (BEA)

February 2009-March 2013

Project Manager

Most recent project completed was the reactivation of pressurized water loop 2A (PWRL 2A) at the Advanced Test Reactor. Work execution was completed primarily by maintenance craft labor, 180 work orders, with some work subcontracted. Most recent program work completed was to write and execute a new Program Plan for Condition Assessment Surveys (CAS); working with facility management, engineering, and MARS software providers to transition the INL CAS program to an engineering-led program for Lifecycle Asset Management and Lifecycle Cost Modeling.

Project manager responsible for the Loop 2A Reactivation at the Advanced Test Reactor (ATR), and the Test Reactor Cask (TRC) Implementation Project at ATR. The Loop 2A Reactivation Project is a 7 year, \$13.5 million dollar project to reactivate a pressurized water loop in ATR that was taken out of service in 1994. The project was originally funded through the corporate resource funds from BEA, and was supplemented by DOE funding. The scope involved replacing mechanical and electrical components as necessary to support operating the loop for commercial research. The team was diverse and most of the execution of the work was performed by ATR maintenance craft resources. The TRC Implementation Project involved getting the ATR facility ready for 2 new 40-ton casks owned by the Naval Reactors Program. Both the Loop 2A and TRC projects were high profile and high priority for the Laboratory, with multiple, diverse stakeholders.

BATTELLE ENERGY ALLIANCE, LLC.

October 2007-February 2009

Project Manager, Irradiation Test Programs / ATR National Scientific User Facility

Manage experiment projects for the Nuclear Science and Technology division of the Idaho National Laboratory (INL). Projects include university collaboration experiments and international collaboration experiments. Through the ATR National Scientific User Facility (NSUF), I managed the first university pilot project with the University of Wisconsin. The UW pilot, along with the other university projects that I managed during 2008 and 2009 earned the maximum fee for Battelle Energy Alliance, LLC (BEA), from the Department of Energy, due to on-time completion. Act in the role of team lead and manage projects from initiation, through planning, design, fabrication, irradiation, post irradiation examination, final report preparation, and waste disposal. Other university collaborations include North Carolina State University, University of Florida, University of Illinois, and the University of California-Santa Barbara. Work on these projects has been covered by Nuclear News magazine and R&D daily on-line. International experiment projects include the Uranium-Neptunium irradiation for the Japanese Atomic Energy Agency (JAEA). I ensured completion of a 5-year program with JAEA on time, earning their trust for performing work at the INL. Other customers affected by the results of the JAEA project were Mitsubishi, Toshiba, Hitachi, Tokyo Technical Institute, and MEXT (the Japanese government's funding agency). As a result of successful completion of the Ur-Np project, Tokyo Technical Institute requested I lead and manage a proposal for a U-Am irradiation. The proposal was delivered on time (within 2 weeks of the formal proposal request) and data/results sharing between the INL and Japan was considered.

As the Project Manager for the Irradiation Testing department and the ATR NSUF, I managed customer relations with international and university teams - including formal visits and all schedule and project updates. My project teams completed all projects for the programs on-time and within budget constraints.

BATTELLE ENERGY ALLIANCE, LLC.

July 2005-October 2007

Project Manager, Nuclear Operations

Manage projects for the Nuclear Operations Organization according to sound project management principles. Prepare Mission Need Documents for DOE approval to apply for necessary project funding. Identify project team members, organize and conduct project team meetings for each phase of work. Demonstrate leadership skills through team building and team motivation, ensuring efficient progress and excellent morale. Resolve conflicts through proper conflict resolution channels. Manage and coordinate work from various project team members including cost estimating, design engineering, system engineering, quality, nuclear safety, construction, and project controls. Prepare and submit Project Execution Plans that incorporate strategies for project safety, construction management, acquisition, hazards mitigation, risk analysis, and scope and budget management. Prepare and submit Project Data Sheets, Project Engineering Design, and Field Work Proposals that outline project funding profiles for congressional budget support. Prepare, analyze, and report project trend information including cost and schedule variances. Manage projects using earned value management principles to execute work within budget and schedule constraints. Demonstrate my ability to recognize underlying problems/issues and creatively resolve, finding quick ways to get things done. Projects under my purview are valued from \$850K to \$15M.

HOMELAND RESOURCES, INC.

July 1999 – February 2009

Chief Executive Officer, Business Development Lead

Principle and co-founder of a fossil fuel development company. Develop vision and strategies for launching new technologies to produce power, pre-process coal, market by-products (like hydrogen and diesel fuel), and carbon sequestration. Work with Chief Technical Officer to design process strategies and focus vision to project execution. Author the company business plan (a process that is perpetual), including the marketing and financial plans. Develop business network through contact with University professionals, political/government professionals, INL professionals, and other professionals in the industry. Deliver presentations to energy advisors, state energy committees, industry specialists, and venture capital firms. Coordinate all business activity and align resources.

CH2M-WG IDAHO, LLC.

May 2005-July 2005

Subcontract Administrator

Managed contracts for all high-level consultants brought in by the Senior Management (Idaho Completion Project Contractor), for setting up business processes, milestones, safety, human resources, and regulatory compliance.

MY BUSINESS ANALYST.COM**February 2005 – June 2005****Business Planning Consultant**

Wrote business plans for an internet-based company in my spare time. Received clients from the company's owner/director and called them to interview and discuss their business planning needs. After I collected interview information, I did additional research and wrote turn-key, five-year business plans for a variety of clients around the U.S. including: International Yacht Franchises, Turn-key Digital Printing/Marketing Companies, Trucking Firms, and Auto-Sales Companies. I wrote the plans in accordance with approved SBA guidelines.

BECHTEL BWXT IDAHO, LLC.**October 2002-May 2005****Contract Manager (Principal Business Operations Specialist)**

Sample of contracts managed:

MTA – BEA & BNFL

MTA – BEA & General Atomics

TRA Electrical Utility Upgrade

BMC – Well Drilling

INL Hot & Cold Laundry

Installation of RWMC VVET Units

INL Copy Machines

INDUS Software Maintenance

RFETS Acceptable Knowledge

RCRA & VCO Support Services

Managed and administered Master Task Agreements, Blanket Master Contracts, Service Subcontracts, Staff Augmentation Subcontracts, and Construction Subcontracts. Developed customer needs through the Federal Government procurement process, in accordance with the FAR, the DOE prime contract requirements, and company procedure. Received a performance award for superior effort in developing a plan to reduce the operating costs of subcontracted laundry services. Administered a large, complex, Best Value RFP and award for a large well drilling contract- developed the evaluation plan, structured the evaluation committee, chaired the committee to ensure fairness in the selection process, compiled the scoring elements to select the Best Value Offeror, reported the results to the Procurement Director and ultimately the DOE, and conducted 2 de-briefings according to procedure for unsuccessful offerors. Administered Requests for Expression of Interest for D&D&D activities and equipment upgrades, through the FED BIZ OPS program, communicating with contractors across the U.S. Successfully negotiated pricing for award and contract amendments, consistently saving dollars for the government. Negotiated contract terms and conditions with a variety of vendors, including an Information Technology vendor. Enforced the General Provisions of multiple construction subcontracts, issuing stop work orders, negotiating suspensions, issuing letters of concern, safety and quality surveillances. Acted as a productive member of many project teams, ensuring fairness to our subcontractors while maintaining BBWI's contractual rights. Helped to interpret contractual requirements for project managers and gave advice on many aspects of project performance. Offered input on internal processes and procedures. One example was the project punchlist process. Another was the change notice/change order process. Mentored summer interns regarding general procurement topics including the pre-construction process.

THE WASHINGTON GROUP (MORRISON KNUDSEN CORPORATION)**February 2001-October 2002****Senior Buyer and Subcontract Administrator**

Managed and administrated subcontracts and procurements for the Advanced Mixed Waste Treatment Project (AMWTP) at the INEEL. Selected bidders, prepared bid lists and issued

request for proposal packages. Organized and evaluated commercial portion of proposals, including administrative, quality assurance, pricing, and budget requirements. Interfaced with MK design engineering for technical evaluations, design changes, and work scope review. Represented the Washington Group, negotiating and awarding large purchase orders and subcontracts. Participated with Engineering and supplier representatives in discussions held to clarify contract documents and specification requirements. Initiated and processed amendments that established scope and effects on cost and schedule of agreed-upon changes. Processed backcharges; reviewed, acted on, and recommended specific actions involving contract terminations, claims and disputes in accordance with delegated authority. Conducted closeout review of the contract documents. Prepared, organized and facilitated pre-bid meetings, bid clarification, post-award, and pre-construction meetings for the purpose of ensuring complete understanding and agreement between the Washington Group, the Client and the supplier on all contractual matters. Facilitated and expedited submittals and delivery/contract completion according to stringent requirements. Interfaced with all departments in order to transfer information and learn what priorities existed. Facilitated and ensured good working relationships with vendors and subcontractors.

Created a reporting process for the procurement group in order to have information readily available to ensure fast track project completion. Although the AMWTP was a privatization project, procurements and subcontracts were administered in accordance with the FAR.

AFFTREX, LTD. (Aka "Philotechnics")

September 1999-November 2000

Marketing and Business Planning Specialist April 2000-November 2000

Managed and facilitated the business planning and budgeting process for an environmental company that houses multiple product and service lines from multiple locations throughout the country. Prepared and authored the company's three and five-year business plans (includes financial projections). Conducted market research and market analysis for identifying vertical markets for potential product development. Conducted all planning sessions, providing training and discussing goals, objectives and strategies for each business segment and the company as a whole. Developed, evaluated, and recommended operating and growth strategies for senior management. Developed marketing plans for each business segment- including price, product, and sales strategies. Defined target markets (providing an Ideal Customer Profile), constructed customer/contact lists, and recommended a specific approach. Produced the company's first sales plan. Prepared a semi-annual self-assessment, analyzing actual progress vs. planned progress, made recommendations for business planning improvements, and offered contingency plans. Analyzed economies of scale and conducted feasibility analysis on all business expansion. Produced monthly pro forma metrics, depicting plan vs. actual financial activity for all business segments, and provided analysis of variances (included in the monthly Treasurer's Report). Discussed trends with the company's Board of Directors and senior management, providing a tool for major decision making. Assisted in reorganization plans, implementation, and modeling as it affected budgeting and planning as a whole. Coordinated all advertising and promotional media including: designing and maintaining the corporate web site, attending and organizing trade shows and industry conferences, designing corporate literature (ie. Statement of Qualifications and miscellaneous brochures).

Business Development Administrator September 1999-April 2000

Worked with the Business Development Manager preparing proposals for large cost plus fixed fee solicitations for the Department of Energy and for various M&O contracts at government

sites. Worked with the Naval Reactors project manager to develop budgets for the decontamination & decommissioning subcontracts which were used for annual funding requests. Supervised administrative personnel that prepared and reconciled cost plus fixed fee contract payrolls. Assisted in union negotiation preparations. Worked with a consultant to draft the company's Quality Assurance Manual and the Quality Assurance Procedures Manual consistent with the ISO 9001 certification.

LEWIS MECHANICAL & METALWORKS

June 1998-July 1999

Subcontract Administrator, Purchasing Agent- Electrical Division

Designed and implemented the purchasing process for a large electrical contractor. Reviewed plans and bids for large commercial jobs, worked with vendors on quotes for material and equipment, purchased those items according to budgets and cost codes, and tracked the receiving of the material and equipment. Issued subcontracts, reviewed contracts and related documents. Prepared a business plan for our division, including financial projections. Organized submittals and O&M manuals for owners. Reviewed and reconciled budgets and prepared reports for analysis. Was responsible for all written correspondence for the division. Prepared change orders, tracked purchase orders, prepared and presented data trends and action plans. Conducted market research for the Briquette Process Division, including estimating market size and potential, pricing and competition research, location feasibility, environmental impact and permitting issues.

REFERENCES:

Available Upon Request



MUNICIPAL SERVICES

CITY OF IDAHO FALLS

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

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

September 3, 2015

MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Craig Rockwood, Municipal Services Director

SUBJECT: **BID IF-15-26 FABRICATE AND INSTALL SIGNAGE AT IDAHO FALLS ZOO**

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.

Respectfully,

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

CRAIG ROCKWOOD
MUNICIPAL SERVICES DIRECTOR

CR/ch

JULY 31, 2015

The City Council of the City of Idaho Falls met in Special Council Meeting (Council Work/Budget Session), Friday, July 31, 2015, at the City Council Chambers in the City Annex Building located at 680 Park Avenue in Idaho Falls, Idaho at 8:00 a.m.

There were present:

Mayor Rebecca L. Noah Casper
Councilmember Michael Lehto
Councilmember Sharon Parry
Councilmember Ed Marohn
Councilmember David Smith
Councilmember Thomas Hally (by phone)
Councilmember Barbara Ehardt

Also present:

Craig Rockwood, Municipal Services Director
Thane Sparks, Controller
Kenny McOmber, Treasurer
Melanie Marsh, Human Resources Director
Randy Fife, City Attorney
Kathy Hampton, City Clerk

Mayor Casper called the meeting to order at 8:05 a.m. with some brief announcements. She stated the Water Facility Plan presented by the Public Works Department has been approved by the Department of Environmental Quality (DEQ). All Councilmembers are encouraged to attend the War Bonnet Rodeo. Mayor Casper invited available Councilmembers and Department Directors for the City Identity and Re-branding Proposal presentation at the conclusion of this Work/Budget Session. Mayor Casper then turned the meeting to Councilmember Lehto.

Councilmember Lehto stated after discussion with Fire Chief Dave Hanneman it was recommended to remove Fire Department agenda items 1-Formal Approval of 2015/2016 Bonneville Ambulance Service Contract, and 2-Authorization to hire personnel, from the agenda. It was moved by Councilmember Lehto, seconded by Councilmember Parry, to place the previous mentioned items on the August 13, 2015, Work Session agenda. Roll call as follows:

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

Nay: None

Motion carried.

It was moved by Councilmember Lehto, seconded by Councilmember Parry, to remove the Executive Session from the agenda. Roll call as follows:

JULY 31, 2015

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

Nay: None

Motion carried.

Councilmember Lehto then turned the meeting to Craig Rockwood for summary of previous Council discussions regarding the proposed budget. Director Rockwood stated the budget process has been very similar to previous years. Over the course of the past year, accomplishments include:

- Public safety in the form of dedicated policemen, firemen, and paramedics
- Hundreds of cultural and recreational opportunities
- Implementation of a new comprehensive software program
- Major sanitary sewer upgrades
- Implementation of an autoloading sanitation system
- Completed payment of long-term electrical light debt
- Reduced cost of city phone system
- Doubled internet capacity
- Administered a City newsletter
- Major greenbelt improvements
- Implemented a signage and branding program
- Construction of a new fire station
- Major improvements to Hitt Road and Woodruff Avenue
- Managed a self-insured workman's comp program
- Commenced a strategic long-term plan
- Major Airport improvements
- Continued maintenance to streets

Director Rockwood believes that existing services cannot continue without increasing revenues and stated the City has not taken any new revenue or growth money for the previous six (6) years, deferring an excess of \$30 million. He indicated the employees have provided the same services to a growing community. Critical building maintenance and infrastructure projects have been delayed and will continue to be more costly. Director Rockwood recommends the Council approve the 3% Levy increase as well as the new growth money to assist with balancing the proposed budget. These funds would allow increases for Operations and Maintenance (O&M), Capital, maintenance projects, and a 3% Cost of Living Adjustment (COLA) for employees to assist with their increased health care costs. He stated the growth money received from Bonneville County was approximately \$150,000 lower than anticipated, therefore, his recommendation would be delay hiring of a new employee for the Parks and Recreation Department and believes a splash park should not be funded by the increase of taxes but rather by the option of various grants. He proposed funding for the signage and wayfinding program to extend over the course of two years, with a cost saving of \$100,000 and

JULY 31, 2015

also proposed the Water Department fund a portion of the water pump designated for Ryder Park, with a cost saving of \$50,000.

Director Rockwood distributed the following information received by Bonneville County:

CITY OF IDAHO FALLS
PROPERTY TAX CALCULATION
2015-2016

2014-2015 Certified Property Tax Revenue				\$27,575,663
<i>New Growth – Net Taxable Value</i>				
Add 2014 New Annexations into City:	\$417,645	0.009257535		3,866
Add 2014 New Construction in City:	\$38,853,400	0.009257535		359,687
2014-2015 Certified Property Tax With Current Growth:				27,939,216

Add Statutory Allowable Increase – (3% of the highest of the last 3 years certified property tax)				
	\$27,575,663	3.00%		827,270

Prior years foregone amount:				6,749,150
------------------------------	--	--	--	-----------

Total amount that can be levied:				35,515,636
Amount of available tax revenue not levied:				(6,749,150)

2015-2016 Property Tax Revenue				\$28,766,486
--------------------------------	--	--	--	--------------

Allocation	Percent	Actual 2014-2015	Budget 2015-2016	Increase
G/F Street Transfer	Actual	\$350,000	\$350,000	-
General Fund	87.9211	22,010,478	23,077,466	1,066,988
Recreation Fund	2.0057	490,708	515,048	24,340
Mun Cap Imp Fund	2.8818	705,051	740,024	34,973
Cap Imp Savings	Actual	-	850,000	850,000
Library Fund	7.1914	1,759,423	1,846,697	87,274
G/F Fire Retirement	Actual	1,244,712	361,250	(883,462)
G/F Liability Ins	Actual	613,767	624,477	10,710
G/F Fire Station Bldg	Actual	401,524	401,524	-
Total Property Taxes		\$27,575,663	\$28,766,486	\$1,190,823
Levy Rate		0.009257535	0.009566468	
		<i>General Fund Increase</i>		1,044,236

Taxable Market Value	\$2,978,726,308	\$3,007,012,298	0.9496%
----------------------	-----------------	-----------------	---------

Fire Retirement equals 5.00% of sworn fireman's wages
Prior to January 2015 the FRF rate was 17.24%
Liability ins equals premiums paid ins co's

Foregone amount available (prior years)	6,749,150
Foregone amount from (to) 2015-2016 budget	-
Remaining foregone amount	\$6,749,150

Director Rockwood distributed the following information regarding the proposed 3% Levy increase and stated due to the Homeowners Exemption increase, most City taxes would not increase.

JULY 31, 2015

City of Idaho Falls
Tax Rates with 3% increase
Budget FY2015/2016

Current Year	Residence	Residence	Business
Assessed Property Value 2014	\$200,000.00	\$250,000.00	\$100,000.00
Homeowners exemption	\$(83,920.00)	\$(83,920.00)	-
Net Taxable Value	\$116,080.00	\$166,080.00	\$100,000.00
2014 City Tax Levied	\$1,074.61	\$1,537.49	\$925.75
FY2015/2016 – 1% Growth			
Assessed Property Value 2015	\$200,000.00	\$250,000.00	\$100,000.00
Homeowners exemption	\$(89,580.00)	\$(89,580.00)	-
Net Taxable Value	\$110,420.00	\$160,420.00	\$100,000.00
2015 City Tax Levied	\$1,056.33	\$1,534.65	\$956.65

Mr. Sparks distributed the following adjustments of General Fund Revenues due to the reduced growth amount:

City of Idaho Falls
General Fund Revenues
2015-2016

Description	2014-2015 Actual Budget	2015-2016 Estimated Budget	Increase (Decrease)
TAXES & FRANCHISES	\$25,568,981	\$26,613,217	\$1,044,236
LICENSES & PERMITS	675,900	678,550	2,650
INTERGOVERNMENTAL	11,923,764	12,417,691	493,927
MISC. CHARGES FOR SERV.	519,100	473,050	(46,050)
PARKS FACILITIES	563,900	676,500	112,600
FINES & FORFEITURES	431,792	360,500	(71,292)
MISCELLANEOUS	1,599,246	1,113,123	(486,123)
TOTAL	\$41,282,683	\$42,332,631	\$1,049,948

Discussion followed regarding the funding of the water pump for Ryder Park. Councilmember Parry believes the Parks and Recreation Department should fund the entire amount. Councilmember Ehardt believes the Parks and Recreation Department has excess costs and would like to see some reduction. Councilmember Parry reminded the Council she is not in favor of the 15% salary increase for the Parks and Recreation Department seasonal employees.

Councilmember Lehto requested specific Council recommendations for any decreases to the proposed budget. He stated the Council's responsibility is to set the budget, not to micro-manage and the Department Directors should be able to proceed with anticipated plans and projects. He stated the General Fund will continue to replenish.

Councilmember Ehardt requested discussion of the 3% COLA increase. She believes there are additional ways to reward employees such as flex schedules and additional hours for holidays. Councilmember Lehto believes the employees should be allowed the proposed COLA due to the cost increase of benefits. Councilmember Smith reiterated the majority of employees will not see a salary increase with a 3% COLA due to the benefits increase. General discussion regarding the COLA followed, including a brief discussion for consideration of increasing the Mayor and Council salaries.

JULY 31, 2015

Director Marsh indicated the advisory committee is researching health care options for the future. She stated the City benefits are no longer considered a 'Cadillac Plan' but believes the benefits package is important for hiring and retaining employees. Councilmember Parry believes a Councilmember should be included on the Advisory Committee. General discussion followed regarding the proposed benefit options for employees. Mayor Casper stated a balance of salary and benefits for employees is needed. She believes some current salaries may not be adequate but the benefit package is very generous and contributes to good recruiting.

Prior to ending his phone connection Councilmember Hally stated he is in favor of the 3% COLA to salaries and is also in favor of the 3% Levy increase.

Councilmember Smith believes the City is not extravagant but stated previous Councils have neglected costs and funding for items and projects. Councilmember Marohn stated previous Council guideline has been to maintain 25% General Fund balance which can vary on a year-to-year basis.

Councilmember Lehto distributed the following information and indicated the 2014-2015 Contribution is currently included in the proposed budget.

Community Support
City of Idaho Falls
FY 2015-2016

Category Entity	2013-14 Contribution	2014-15 Contribution	2015-16 Request	Recommended	Recommended Totals by Category
Intergovernmental					\$132,854
Arts & Culture					\$89,000
Business/Economic Development					\$62,500
Youth and Seniors					\$10,950
Utility Write-off/Social Safety Net					\$37,000
Total	\$321,342	\$337,842	\$475,204	\$332,304	

Councilmember Lehto requested all Councilmembers thoroughly review the Community Support contributions for future discussion, including monies allocated to Community Development Block Grant (CDBG).

Brief discussion was held regarding future budget work session dates and the process of approving the tentative budget.

There being no further business, it was moved by Councilmember Lehto, seconded by Councilmember Marohn, that the meeting adjourn at 10:23 a.m.

CITY CLERK

MAYOR

AUGUST 6, 2015

The City Council of the City of Idaho Falls met in Special Council Meeting (Council Budget Session), Thursday, August 6, 2015, at the City Council Chambers in the City Annex Building located at 680 Park Avenue in Idaho Falls, Idaho at 2:00 p.m.

There were present:

Mayor Rebecca L. Noah Casper
Councilmember Michael Lehto
Councilmember Ed Marohn
Councilmember Barbara Ehardt
Councilmember Thomas Hally
Councilmember Sharon Parry

Absent:

Councilmember David Smith

Also present:

Craig Rockwood, Municipal Services Director
Thane Sparks, Controller
Kenny McOmber, Treasurer
Randy Fife, City Attorney
Kami Morrison, Mayor's Executive Assistant
Kerry McCullough, Public Information Officer
Dana Briggs, Economic Development Coordinator
Chris Fredericksen, Public Works Director
Kerry Beutler, Assistant Community Development Services Director
Mark McBride, Police Chief
Cristie Bevus, Police Department Citizen Review Committee (CRC) Member
Bre Clark, Local News 8
Bryan Clark, Post Register
Kathy Hampton, City Clerk

Mayor Casper called the meeting to order at 2:05 p.m. and turned the meeting to Director Rockwood.

Director Rockwood distributed the latest growth amount received by Bonneville County, indicating there was a small decrease. He also distributed information which detailed all fee increases, including additional increases to the Parks and Recreation Department, Community Development Services Department, and utility rates - both increases and decreases. He stated the final amount of the proposed budget is \$191,757,450, which is an increase over the previous year by \$14,179,026. The main reasons for the increase are due to the Sewer Treatment Upgrade Project and the Airport infrastructure improvements. Director Rockwood described the budget as a large budget but not extravagant. It provides the basic necessities for health and safety and many of the service amenities that the citizens desire and have become accustomed to. He indicated the services provided to the City residents are almost entirely delivered by the City employees. He strongly believes the Council should accept the 3% Cost of Living Adjustment (COLA).

AUGUST 6, 2015

Councilmember Hally believes compensation should be given to the employees as well as opportunities for training and learning.

Councilmember Parry requested the number of the turn-over rate of employees. She stated she is not in favor of the 15% salary increase for the Parks and Recreation seasonal employees as believes entry-level positions are necessary in our community.

Councilmember Lehto stated the proposed 3% COLA would offset the increase in the cost of health benefits. He believes employees will become more responsible in the health care costs by managing their own benefits. Councilmember Parry does not agree with the process of determining employee benefits.

Councilmember Lehto briefly discussed the Community Support contributions and indicated the proposed contributions would be slightly decreased from the previous year.

Councilmember Marohn stated the Idaho Highway Fund was established to assist with constructing new streets and roads for cities. However, the funds are not adequate and thereby forces the City to rely on the General Fund balance to complete projects. He believes the levy increase is necessary to increase revenue to the General Fund. He stated the citizens expect good decisions by the administration to maintain the current level of service. Councilmember Lehto stated the street fund has no funding revenue therefore, it relies on the General Fund property taxes.

Councilmember Parry believes the Municipal Capital Improvement Fund is not being adequately replenished as monies designated to the fund have been allocated for specific projects. Councilmember Parry expressed concern that the proposed 3% Levy would increase business taxes. Councilmember Lehto stated the decrease of utility rates would alleviate any increase in taxes. General discussion followed regarding the levy rate. Councilmember Marohn stated any potential new business will investigate the best possible revenue stream and will also consider the infrastructure of location.

General discussion of the proposed budget followed. Councilmember Marohn believes the City cannot continue to spend from the General Fund balance without long-term replenishment, stating the General Fund does not increase from fees or the Enterprise Fund, the General Fund needs revenue for continued growth.

Councilmember Parry requested the Legal Department review the appeal fee submitted by the Community Development Services Department.

Councilmember Lehto stated the authorization to publish the proposed budget will be placed on the August 13, 2015 Regular Council Meeting with the public hearing to follow on September 3, 2015.

It was moved by Councilmember Hally, seconded by Councilmember Marohn, to adjourn the meeting at 3:30 p.m.

CITY CLERK

MAYOR

AUGUST 10, 2015

The City Council of the City of Idaho Falls met in Special Council Meeting (Council Work Session), Monday, August 10, 2015, at the City Council Chambers in the City Annex Building located at 680 Park Avenue in Idaho Falls, Idaho at 3:00 p.m.

There were present:

Mayor Rebecca L. Noah Casper
Councilmember Barbara Ehardt
Councilmember Sharon Parry (present until 4:25 p.m.)
Councilmember David Smith
Councilmember Ed Marohn
Councilmember Michael Lehto (by phone)
Councilmember Tom Hally

Also present:

Randy Fife, City Attorney
Kami Morrison, Mayor's Executive Assistant
Kerry McCullough, Public Information Officer
Dana Briggs, Economic Development Coordinator
Jackie Flowers, Idaho Falls Power Director
Bear Prairie, Idaho Falls Power Assistant Director
Dave Hanneman, Fire Chief
Dave Coffey, Deputy Fire Chief
Roger Christensen, County Commissioner
Lee Staker, County Commissioner
Chris Fredericksen, Public Works Director
David Richards, Water Division Superintendent
Melanie Marsh, Human Resources Director
Bre Clark, Local News 8
Bryan Clark, Post Register
Kathy Hampton, City Clerk

Mayor Casper called the meeting to order at 3:03 p.m.

Item from Idaho Falls Power include:

Presentation of 2015-16 Cost of Service Study and other rate recommendations. Director Flowers and Mr. Prairie presented the following information with general discussion:

	<u>Current Rates</u>	<u>Proposed Rate</u>	<u>% Change</u>
<u>Residential</u>			
Monthly Charge	\$10.00	\$15.00	50%
Base Energy Charge	\$0.0625	\$0.0578	-8%
PCA	\$0.000	(\$0.0043)	
Typical Bill	\$72.50	\$68.50	-6%
*1000 kwh			
<u>Commercial</u>			
Demand Charge Per KW	\$5.75	\$6.25	9%

AUGUST 10, 2015

Minimum Demand Charge	\$17.50	\$26.00	49%
Base Energy Charge	\$0.0425	\$0.0350	-18%
PCA	\$0.000	(\$0.0042)	
Typical Bill	\$381.50	\$322.30	-16%

*6000 kwh & 22 kw Demand

Small Industrial

Demand Charge Per KW	\$6.50	\$6.50	0%
Minimum Demand Charge	\$2,000.00	\$2,000.00	0%
Base Energy Charge	\$0.0362	\$0.0340	-6%
PCA	\$0.000	(\$0.0041)	
Typical Bill	\$19,680.00	\$17,160.00	-13%

*400000 kwh & 800 kw Demand

Large Industrial

Demand Charge Per KW	\$6.50	\$6.50	0%
Minimum Demand Charge	\$14,000.00	\$14,000.00	0%
Base Energy Charge	\$0.0350	\$0.0340	-3%
PCA	\$0.000	(\$0.0042)	
Typical Bill	\$120,000.00	\$107,000.00	-11%

*2500000 kwh & 5000 kw Demand

Temporary Power

Monthly Charge	\$10.00	\$15.00	50%
Base Energy Charge	\$0.0625	\$0.0578	-8%

Security Lighting

100 Watt HP Sodium	\$17.50	\$17.50	0%
200 Watt HP Sodium	\$20.00	\$20.00	0%
400 Watt HP Sodium	\$26.50	\$26.50	0%

Street Lights

Monthly Charge	\$0.00	\$0.00	0%
Base Energy Charge	\$0.1000	\$0.0725	-28%

Director Flowers stated a power study is completed on a yearly basis and the Bonneville Power Administration (BPA) rates are adjusted every two (2) years.

Director Flowers reminded the Council of the upcoming Idaho Falls Power Open Houses, informing the general public of the fee changes, including the addition of the Power Cost Adjustment. She indicated the majority of Idaho Falls Power customers will see a decrease in their utility billing. The proposed change of fees will be effective October 1, 2015, upon the adoption of the proposed budget.

Item from the Fire Department include:

Discussion of Ambulance Contract. Chief Hanneman stated the ambulance contract with Bonneville County is updated on a yearly basis. He indicated the Fire Department has maintained personnel for five (5) ambulances for the previous 20 years but due to additional emergency calls, a request has been submitted to Bonneville County to provide personnel for

AUGUST 10, 2015

an additional ambulance. In turn, due to funding issues, the Bonneville County Commissioners have requested the Swan Valley area be included in the ambulance contract. A proposal was submitted to increase the ambulance contract funding from more than \$1 million to \$2.3 million. This increase would allow the requested staffing as well as the addition of Swan Valley, allowing coverage of the entire County under one contract. Chief Hanneman believes this contract would be the best option for the citizens of Idaho Falls as well as Swan Valley. Commissioner Christensen stated over the course of the past five (5) years the level of service in Swan Valley has been declining and the Swan Valley residents were not able to provide funding to maintain their own contract. It has been determined adequate charges for level of services were not being invoiced on a consistent level. Commissioner Christensen also believes by adding Swan Valley to the ambulance contract, this is the best option for all those involved. At the request of Mayor Casper, Commissioner Christensen stated under the proposed contract the response time to emergency calls in Swan Valley would not change and believes the response time to other Bonneville County areas would increase. Brief discussion followed regarding the ownership of ambulances. Chief Hanneman indicated the two (2) ambulances currently in use in Swan Valley would continue and there is on-going discussion regarding the location for storage of said ambulances.

Chief Hanneman stated along with the proposed ambulance contract, he is requesting ten (10) additional personnel. He indicated approval has been given from the Civil Service that the recruitment could be completed by a lateral process which would allow a shortened training period. General discussion followed regarding the revenues received, including user fees. Chief Hanneman stated there is a small County Contingency Fund that would assist with any additional equipment needed.

Councilmember Parry requested the amount of administrative costs for the Swan Valley contract. Chief Hanneman stated, as in previous contracts, the costs are currently included in the service contract, although not as a separate line item. Brief discussion followed, including cost of emergency calls for City of Idaho Falls, Swan Valley, and Bonneville County.

Items from Public Works include:

1- Discussion of amendment to Sewer Service Contract - Heritage Charter School. Director Fredericksen stated the original agreement approved by the Council in 2013 allowed the City to enter in an outside the City service sewer connection for a single building. He stated the proposed amendment would allow service to additional buildings at the same location. Director Fredericksen indicated the original agreement is recorded through the County and the property will be annexed into the City in the future.

2- Discussion of Sanitation Autoload update and proposed implementation schedule, including ordinance change to Title 8, Chapter 6. Director Fredericksen stated the sanitation autoload is ready for implementation to a limited number of residents. He indicated key dates as listed:

Flyers distributed	August 10-14, 2015
Refuse carts delivered	August 17-27, 2015
a. Title Ordinance changes	August 27, 2015
Begin Phase I automation	August 31, 2015

AUGUST 10, 2015

Director Fredericksen explained the proposed changes to the ordinance and stated there could be multiple changes to the ordinance as issues arise. He indicated neighborhoods with alleys would be the final phase.

3- Discussion of 25th Street/Hitt Road signal improvements, including Joint Powers Agreement and approval to advertise. Director Fredericksen stated the intersection is currently a 'T' intersection. This improvement would allow a full intersection with one-way exit from the Target shopping area. He indicated the City has incurred costs up this point and the City of Ammon has requested those dollar amounts be specifically listed in the agreement. Director Fredericksen also stated the total cost of the project would be inclusive of cost of materials supplied by the City of Idaho Falls. He indicated upon approval of the Joint Powers Agreement, a follow-up request will be required for approval to advertise for the project. Director Fredericksen indicated the City of Ammon is attempting to secure a private parcel of property outside of Hitt Road right of way. He believes if the City of Ammon is unable to secure the property, the improvement plan would not be impacted.

4- Discussion of Water Facility Plan - overview of public comments and key report. Director Fredericksen stated only five (5) public comments were received regarding the Water Facility Plan. Four (4) of those comments were in favor of meter installation for water conservation and the final comment was adamant of no metering. Director Fredericksen will be seeking Council approval to accept the Water Facility Plan with the adoption of recommendations as listed below:

- Continue improving available water system information specifically:
 - Continue updating and utilizing the hydraulic model
- Dedicate \$250,000 per year to the installation of water meters on the City's largest, non-residential customers
- Continue proactively managing the City's water right portfolio
- Implement recommended conservation actions based on available funding
- Develop a 100-year pipeline replacement program (approximately 3.2 miles per year)
 - Focus on cast iron piping installed between 1902 and 1959, and then on pipes with the highest number of breaks
- O&M programs should continue to improve preventative maintenance procedures and documentation to enable the City to provide high quality water
- Hire additional staff to perform identified programs and overall system maintenance
- Implement the projects identified in the 5-year Capital Improvement Program (CIP) and adopt a rate structure to fund them
- Establish a new Capital Projects fund to consolidate project budgeting and capital expenditures
- Evaluate the existing connection fee methodology and whether an increase to the fee is justified
- Make recommended changes to the City's existing rate structure once new billing software is implemented

Director Fredericksen stated the Water Facility Plan indicated the cost for implementation of water metering would be approximately \$79 million in expenditure but due to water conservation the actual net would be approximately \$59 million. He stated all new commercial businesses will have meter installation. Mr. Richardson stated beginning in March 2007, the State required meter pits on all new construction properties, including residential

AUGUST 10, 2015

subdivisions, therefore offsetting the previously stated cost for implementation. Director Fredericksen believes if the City converted to a complete meter system, there would be concern for the annual use of irrigation water. Brief discussion followed regarding water meters and the number of meter pits currently installed.

Items from the Legal Department include:

1- Consideration of ordinance to increase Council/Mayor salaries. Councilmember Lehto stated the Council salary has not increased in the previous 16 years and the Mayor salary has not increased in the previous eight (8) years. If increases had been given in 2% increments for the previous ten (10) years, the Council salary would be approximately \$13,800 and the Mayor salary would be approximately \$91,600. Councilmember Lehto stated any increases to the elected official's salaries are required by an ordinance in an election year prior to approving the City budget. Mr. Fife confirmed this information and stated any salary increases would not be effective until January 1 of the following year.

Councilmember Hally believes the proposed increase would allow the opportunity for more citizens to serve on the Council and stated the proposed increase is reasonable as comparable to other Idaho cities of similar population, most of which do not include the amenities offered by the City of Idaho Falls.

Councilmember Ehardt believes the current salary discourages citizens from seeking a Council position, especially those in a lower-age category because of the time constraints.

Councilmember Marohn believes those citizens who may wish to serve on the Council while employed on a full-time basis may feel the salary is not worth their time. He also stated there are many personal expenses that are absorbed.

Councilmember Smith believes, with no disrespect to Mayor Milam, that the previous administration has performed a disservice by not recommending gradual salary increases to the elected officials as this proposed increase will appear to be substantial.

After further discussion, it was recommended the proposed salaries to increase as follows:

Councilmembers - \$12,500 effective January 1, 2016
\$13,000 effective January 1, 2017

Mayor - \$84,000 effective January 1, 2016
\$86,000 effective January 1, 2017

2- Memorandum of Understanding (MOU) between City and County prosecutor regarding case management. Mr. Fife stated the local judicial system has an initiative that suggests reducing the number of pre-trial conferences and initial hearings by combining misdemeanors and felonies that may arise from the same occurrence. Currently, if a citizen receives a citation for a felony and a misdemeanor they are two (2) separate citations. In many cases, the misdemeanor charge would be eliminated. Under the proposed initiative any felony and misdemeanor would be consolidated and handled by the county prosecutor. This would not include domestic violence, child custody interference case, no contact order violations, civil protection order violations, or any City ordinance violations. Mr. Fife recommends the City agree to the MOU, indicating this method is preferred by the local judges. He also indicated these particular cases could be assigned to the City regardless of any MOU. He believes the

AUGUST 10, 2015

current staff in the Legal Department would be able to absorb any additional workload. Mr. Fife distributed information as follows:

Hours Devoted by City to Juvenile Cases Per Month

Current -	2 Hours Attorney Time/3 Hours Staff Time
Proposed MOU -	20 Hours Attorney Time/35 Hours Staff Time

Should the increased juvenile caseload prove to be too time intensive to be absorbed among the current staff, the City may need to consider hiring a part-time attorney or part-time member or both, either as an employee or as contract labor.

Mr. Fife stated the MOU would be for a one-year time frame although there is a 30 day opt-out provision. He believes by accepting the MOU, the overall system will be more efficient.

Mayor and Council Reports include:

Mayor Casper stated letters were distributed to Senators Risch and Crapo related to the Energy Policy Modernization Act of 2015, including information supplied by Director Flowers.

Councilmember Lehto had no items to report.

Councilmember Hally stated although the War Bonnet Rodeo was successful, future discussion of the rodeo may need to occur.

Councilmember Marohn stated William Adams, the Chairman for the National Endowment for the Humanities, recently visited the City and the Museum of Idaho for grant possibilities. He also stated there is active involvement in obtaining a Smithsonian Water Display which would be located at the Idaho Falls Public Library. Councilmember Marohn announced he will be participating in an upcoming symphony concert as part of the IF150 celebration.

Councilmember Smith indicated the Airport will be receiving bids for projects in the near future. He is also anticipating using the Priority-Based Budgeting process.

Councilmember Ehardt had no items to report.

There being no further business it was moved by Councilmember Ehardt, seconded by Councilmember Marohn, that the meeting adjourn at 6:00 p.m.

CITY CLERK

MAYOR

City of Idaho Falls
Expenditure Summary
From 8/01/2015 To 8/31/2015

Fund	Total Expenditure
General Fund	1,072,328.35
Street Fund	535,100.37
Recreation Fund	31,291.50
Library Fund	73,885.87
MERF Fund	129,998.36
EL Public Purpose Fund	77,576.05
Golf Fund	53,777.32
Self-Insurance Fund	27,177.89
Municipal Capital Imp F	981.00
Street Capital Imp Fund	288,758.21
Traffic Light Cap Imp F	35,663.64
Parks Capital Imp Fund	3,172.00
Airport Fund	112,076.69
Water & Sewer Fund	568,336.88
Sanitation Fund	523,886.45
Ambulance Fund	38,032.55
Electric Light Fund	3,379,253.97
Payroll Liability Fund	3,307,109.24
	10,258,406.34

REGULAR AGENDA:



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: September 4, 2015

Subject: **BID AWARD – 25TH E (HITT RD) AND E 25TH STREET TRAFFIC SIGNAL IMPROVEMENTS**

On September 1, 2015, bids were received and opened for 25th E (Hitt Rd) and E 25th Street Traffic Signal Improvements project. A tabulation of bid results is attached.

Public Works recommends approval of the plans and specifications, award to the lowest responsive, responsible bidder, HK Contractors, in an amount of \$81,330.00 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

2-38-28-1-TRF-2015-36

2015-89

City of Idaho Falls

Engineering Department

Bid Tabulation

Project..... 25th E (Hitt Rd) and 25th St Traffic Signal Improvements

Number..... 2-38-28-1-TRF-2015-36

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

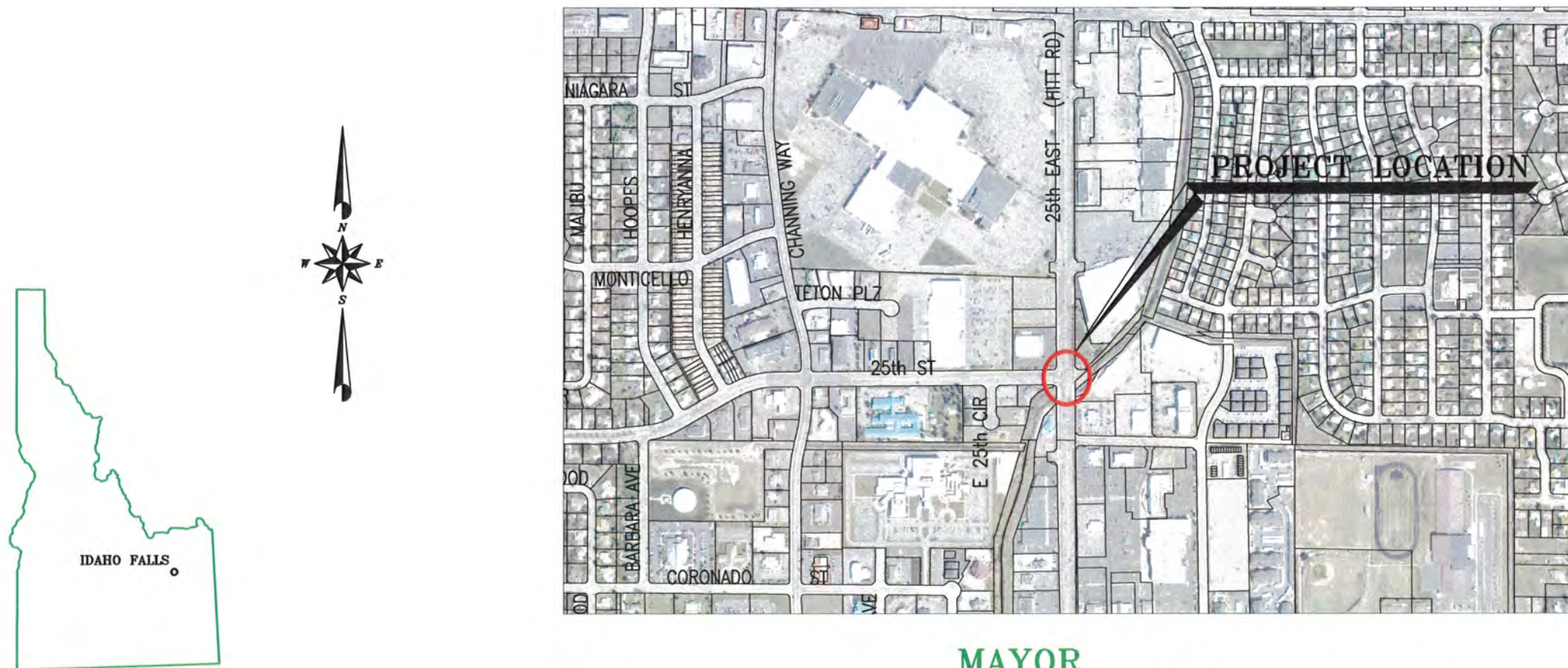
Date..... September 1, 2015

Item NumberDescriptionEstimated QuantityUnit				Engineer's Estimate		HK Contractors, Inc.		TMC Contractors Inc.		DePatco Inc.		DL Beck Inc.	
				Unit Price	Total Amount	Unit Price	Total Amount	Unit Price	Total Amount	Unit Price	Total Amount	Unit Price	Total Amount
EARTHWORK AND BASES													
209.01.2	Clearing and Grubbing	1	L.S.	\$1,000.00	\$1,000.00	\$520.00	\$520.00	\$600.00	\$600.00	\$5,000.00	\$5,000.00	\$8,500.00	\$8,500.00
209.03.4	Removal of Curb and Gutter	134	L.F.	\$10.00	\$1,340.00	\$6.00	\$804.00	\$4.00	\$536.00	\$15.00	\$2,010.00	\$25.00	\$3,350.00
209.03.5	Removal of Sidewalk	86	S.Y.	\$20.00	\$1,720.00	\$8.50	\$731.00	\$7.00	\$602.00	\$22.00	\$1,892.00	\$30.00	\$2,580.00
209.05.2	Roadway Excavation	30	C.Y.	\$30.00	\$900.00	\$30.00	\$900.00	\$52.00	\$1,560.00	\$40.00	\$1,200.00	\$100.00	\$3,000.00
209.05.4	Geotextile (Subgrade Sep. Cl. 2)	82	S.Y.	\$3.00	\$246.00	\$12.00	\$984.00	\$2.00	\$164.00	\$4.50	\$369.00	\$5.00	\$410.00
SURFACE COURSES AND PAVEMENT													
309.06.2	4"/10" Street Section	82	S.Y.	\$50.00	\$4,100.00	\$55.00	\$4,510.00	\$87.00	\$7,134.00	\$60.00	\$4,920.00	\$92.00	\$7,544.00
INCIDENTAL CONSTRUCTION													
409.06.2	Traffic Control Sign Unit - Type B	2	EACH	\$300.00	\$600.00	\$500.00	\$1,000.00	\$450.00	\$900.00	\$500.00	\$1,000.00	\$435.00	\$870.00
409.07.2	Pavement Markings (Thermoplastic)	183	S.F.	\$10.00	\$1,830.00	\$10.00	\$1,830.00	\$9.00	\$1,647.00	\$16.00	\$2,928.00	\$10.00	\$1,830.00
409.09.2	Traffic Signal System	1	L.S.	\$25,000.00	\$25,000.00	\$50,713.00	\$50,713.00	\$59,240.00	\$59,240.00	\$67,754.88	\$67,754.88	\$82,500.00	\$82,500.00
409.21.2	Repair Sprinkler Systems	1	L.S.	\$1,500.00	\$1,500.00	\$1,000.00	\$1,000.00	\$930.00	\$930.00	\$1,500.00	\$1,500.00	\$1,750.00	\$1,750.00
PORTLAND CEMENT CONCRETE													
509.02.2	Combination Curb and Gutter - Type STANDAF	120	L.F.	\$50.00	\$6,000.00	\$29.00	\$3,480.00	\$23.00	\$2,760.00	\$60.00	\$7,200.00	\$55.00	\$6,600.00
509.02.4	Valley Gutter	89	L.F.	\$65.00	\$5,785.00	\$53.00	\$4,717.00	\$49.00	\$4,361.00	\$110.00	\$9,790.00	\$65.00	\$5,785.00
509.03.2	4" Flatwork	5	S.Y.	\$50.00	\$250.00	\$80.00	\$400.00	\$48.00	\$240.00	\$385.00	\$1,925.00	\$90.00	\$450.00
509.03.2	6" Flatwork	102	S.Y.	\$65.00	\$6,630.00	\$95.50	\$9,741.00	\$90.00	\$9,180.00	\$200.00	\$20,400.00	\$70.00	\$7,140.00
TOTALS				\$56,901.00		\$81,330.00		\$89,854.00		\$127,888.88		\$132,309.00	

ONE ADDITIONAL BID
WAS NON-RESPONSIVE

25TH E (HITT RD) AND 25TH ST TRAFFIC SIGNAL IMPROVEMENTS

PROJECT # 2-38-28-1-TRF-2015-36



REVIEWED BY: IDAHO FALLS POWER

Bruce Shobe
DATE: 8-14-15



MAYOR
REBECCA L. NOAH CASPER
CITY COUNCIL

BARBARA DEE EHARDT
THOMAS HALLY
MICHAEL A. LEHTO

ED MAROHN
SHARON D. PARRY
DAVID M. SMITH

ENGINEERING DIVISION

PUBLIC WORKS DIRECTOR
CHRIS H. FREDERICKSEN, P.E.

CITY ENGINEER
KENT J. FUGAL, P.E., PTOE

2015

AS BUILT:			
SCALE SHOWN IS FOR SHEET 11 x 17 ONLY			
CITY OF IDAHO FALLS			
ENGINEERING DIVISION			
25TH E (HITT RD) AND 25TH ST TRAFFIC SIGNAL IMPROVEMENTS TITLE PAGE			
CHECK BY:	Y.G.	DSG BY:	G.C. DWN BY: G.C.
FILE NO. 2-38-28-1-TRF-2015-36	DATE PLOTTED:	SHEET NO.	
DWG NO. Titlepage	8-13-15	1 OF 10	



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: September 4, 2015

Subject: **BID AWARD – EASTSIDE GREENBELT PATHWAY – BROADWAY TO RIVERSIDE DR**

On September 4, 2015, bids were received and opened for Eastside Greenbelt Pathway – Broadway to Riverside Drive project. A tabulation of bid results is attached.

Public Works recommends approval of the plans and specifications, award to the lowest responsive, responsible bidder, Knife River Corporation Northwest in an amount of \$60,361.00 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

2-38-19-2-PRK-2015-43

2015-90

City of Idaho Falls
Engineering Department
Bid Tabulation

Project..... Eastside Greenbelt Pathway - Broadway to Riverside Dr.

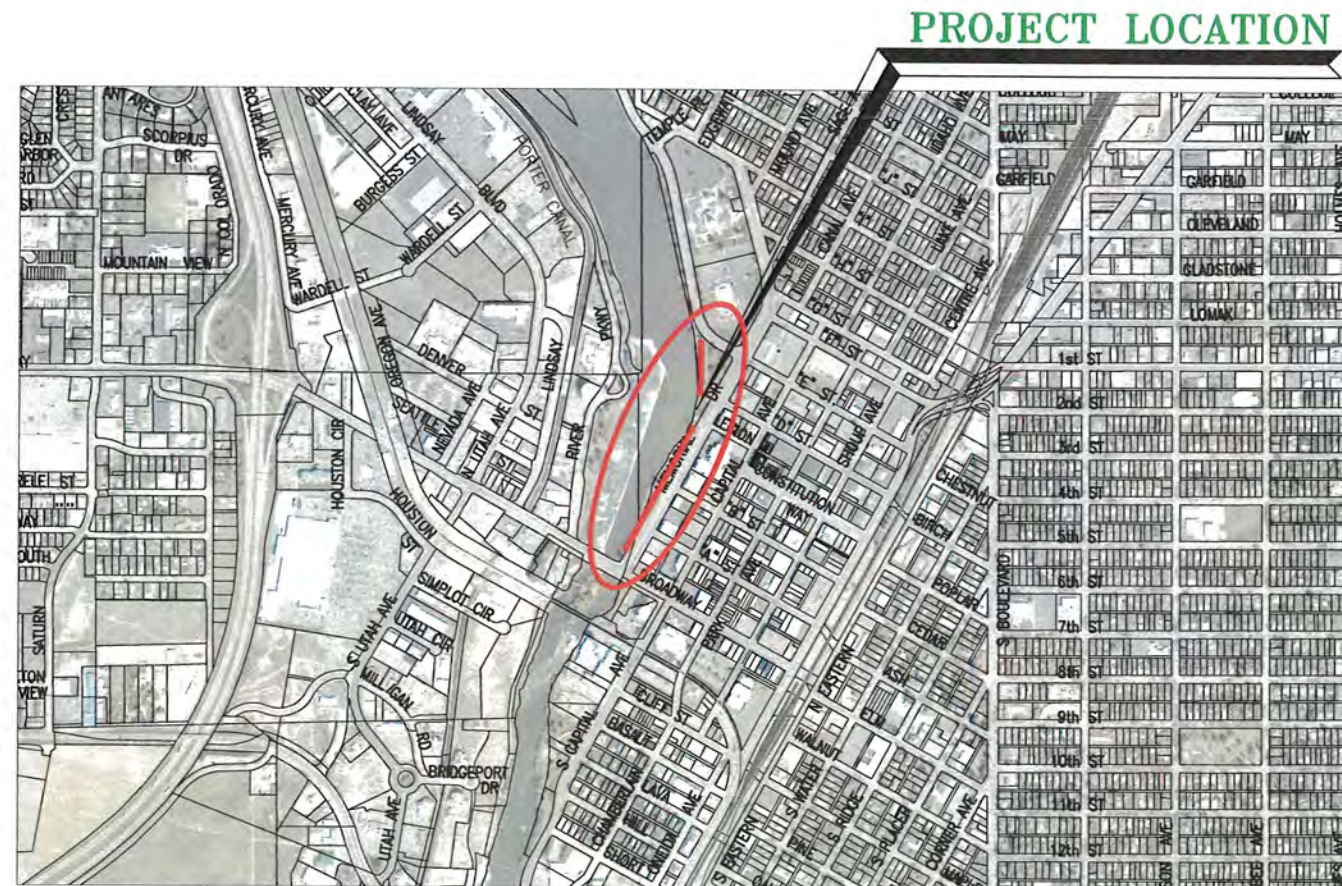
Number..... 2-38-19-2-PRK-2015-43

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

Date..... September 4, 2015

Item Number	Description	Estimated Quantity	Unit	Engineers Estimate		Knife River Corporation - Northwest		TMC Contractors, Inc.		HK Contractors, Inc.		DePatco, Inc.	
				Unit Price	Total Amount	Unit Price	Total Amount	Unit Price	Total Amount	Unit Price	Total Amount	Unit Price	Total Amount
BASE BID SCHEDULE													
SURFACE COURSES AND PAVEMENT													
309.06.3	2"/6" Miscellaneous Section	43	S.Y	\$40.00	\$1,720.00	\$28.00	\$1,204.00	\$69.00	\$2,967.00	\$31.30	\$1,345.90	\$39.50	\$1,698.50
309.07.2	14' Pathway	1169	L.F.	\$50.00	\$58,450.00	\$39.00	\$45,591.00	\$48.50	\$56,696.50	\$48.20	\$56,345.80	\$55.00	\$64,295.00
TOTAL BASE BID SCHEDULE					\$60,170.00		\$46,795.00		\$59,663.50		\$57,691.70		\$65,993.50
ADDITIVE ALTERNATE BID SCHEDULE NO. 1													
SURFACE COURSES AND PAVEMENT													
309.07.2	12' Pathway	399	L.F.	\$45.00	\$17,955.00	\$34.00	\$13,566.00	\$40.50	\$16,159.50	\$49.20	\$19,630.80	\$48.00	\$19,152.00
TOTAL ADDITIVE ALTERNATE BID SCHEDULE NO. 1					\$17,955.00		\$13,566.00		\$16,159.50		\$19,630.80		\$19,152.00
TOTAL BASE BID PLUS ADD. ALT. BID SCHEDULE NO. 1					\$78,125.00		\$60,361.00		\$75,823.00		\$77,322.50		\$85,145.50

EASTSIDE GREENBELT PATHWAY BROADWAY TO RIVERSIDE DR. PROJECT # 2-38-19-2-PRK-2015-43



REVIEWED BY: PARKS & RECREATION
DEPARTMENT

[Signature]
DATE: 8-27-15



MAYOR
REBECCA L. NOAH CASPER
CITY COUNCIL

BARBARA DEE EHARDT
THOMAS HALLY
MICHAEL A. LEHTO

ED MAROHN
SHARON D. PARRY
DAVID M. SMITH

ENGINEERING DIVISION

PUBLIC WORKS DIRECTOR
CHRIS H FREDERICKSEN, P.E.

CITY ENGINEER
KENT J. FUGAL, P.E., PTOE

2015

AS BUILT:			
SCALE SHOWN IS FOR SHEET 11 x 17 ONLY			
CITY OF IDAHO FALLS			
ENGINEERING DIVISION			
EASTSIDE GREENBELT PATHWAY BROADWAY TO RIVERSIDE DR TITLE SHEET			
CHK BY:	Y.G.	DSG BY:	G.C.
FILE NO. 2-38-19-2-PRK-2015-43	DATE PLOTTED:	SHEET NO.	
DWG NO. Titlepage	8-25-15	1 OF 4	



CITY OF IDAHO FALLS

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

MUNICIPAL SERVICES

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

September 3, 2015

MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Craig Rockwood, Municipal Services Director

SUBJECT: **RESOLUTION TO PURCHASE WAYFINDING SIGNAGE FOR THE ZOO ON THE OPEN MARKET**

On August 28, 2015 bids were received and opened for the Wayfinding Signage for the Idaho Falls Zoo. The bids received had lump sum totals that significantly exceeded the budget for this project.

Please find attached resolution to secure goods and services in the open market for design, fabrication, and installation of certain signs related to the City's Wayfinding Plan.

Municipal Services respectfully requests the City Council to approve the resolution and to authorize the Mayor to execute the document.

Respectfully,

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

CRAIG ROCKWOOD
MUNICIPAL SERVICES DIRECTOR

CR/ch

RESOLUTION NO. 2015-

A RESOLUTION OF THE CITY OF IDAHO FALLS, IDAHO, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, AUTHORIZING STAFF TO SECURE GOODS AND SERVICES IN THE OPEN MARKET FOR DESIGN, FABRICATION, AND INSTALLATION OF CERTAIN SIGNS RELATED TO THE CITY'S WAYFINDING PLAN AND PROVIDING THAT THIS RESOLUTION BE EFFECTIVE UPON ITS PASSAGE, APPROVAL, AND PUBLICATION ACCORDING TO LAW.

WHEREAS, the City has recently invited qualified persons and entities to bid on the fabrication and installation of signage and graphic elements to be used to execute a portion of the City's wayfinding and signage project; and,

WHEREAS, a number of solicitations were received by interested bidders; and,

WHEREAS, the only bids submitted in response to bid IF-15-26, Fabricate and Install Signage at Idaho Falls Zoo, were in amounts far in excess of the total estimated budget for the project related to such bids; and,

WHEREAS, the City does not wish to enter into an agreement with any bidder because all bids were in excess of the project's estimated value to the City; and

WHEREAS, Idaho Code § 67-2806 (h) allows the City to reject all bids presented and allows the City to pass resolution declaring that the subject goods and services can be produced more economically on the open market; and

WHEREAS, the paucity of bids submitted and the overage of those which were submitted clearly shows that these goods and/or services can be procured more economically on the open market.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF IDAHO FALLS, IDAHO, AS FOLLOWS:

1. Council declares that the goods and services contained in Bid IF-15-26 Fabricate and Install Signage at Idaho Falls Zoo can be procured more economically on the open market.
2. City staff is hereby directed to pursue such goods and services on the open market.

ADOPTED and effective this ____ day of July, 2015.

CITY OF IDAHO FALLS, IDAHO

Rebecca L. Noah Casper, Mayor

ATTEST:

Kathy Hampton, City Clerk

(SEAL)

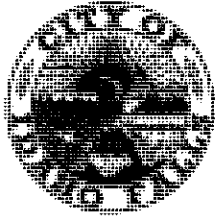
STATE OF IDAHO)
) ss:
County of Bonneville)

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 Resolution entitled, "A RESOLUTION OF THE CITY OF IDAHO FALLS, IDAHO, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, AUTHORIZING STAFF TO SECURE GOODS AND SERVICES IN THE OPEN MARKET FOR DESIGN, FABRICATION, AND INSTALLATION OF CERTAIN SIGNS RELATED TO THE CITY'S WAYFINDING PLAN AND PROVIDING THAT THIS RESOLUTION BE EFFECTIVE UPON ITS PASSAGE, APPROVAL, AND PUBLICATION ACCORDING TO LAW."

Kathy Hampton, City Clerk

(SEAL



CITY OF IDAHO FALLS

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

MUNICIPAL SERVICES

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

September 3, 2015

MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Craig Rockwood, Municipal Services Director

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

The City Council approved and authorized the Parks and Recreation Department and the Purchasing Division to purchase the above listed signs and labor on the open market.

It is the recommendation of Municipal Services and of the Parks and Recreation Department to accept the following bids for a total purchase amount of \$399,694.00:

BID IF-15-12A	—	Yesco to Fabricate the Wayfinding Signage	\$ 250,000
BID IF-15-12B	—	Yesco to Fabricate the Sign for Monuments	\$ 70,111
BID IF-15-12B	—	Rock Solid Landscaping - Installation	\$ 79,583

Respectfully,

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

CRAIG ROCKWOOD
MUNICIPAL SERVICES DIRECTOR

CR/ch



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-114-15⁵

MEMORANDUM

TO: Honorable Mayor and City Council
FROM: Brad Cramer, Community Development Services Director
SUBJECT: Reasoned Statement of Relevant Criteria and Standards, Fremont Avenue
Subdivision
DATE: September 3, 2015

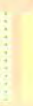













Attached is the application for a Final Plat and Reasoned Statement of Relevant Criteria and Standards for Fremont Avenue Subdivision. The Planning and Zoning Commission considered this item at its August 18, 2015 meeting and recommended approval by a unanimous vote. Staff concurs with this recommendation. The application is now being submitted to the Mayor and City Council for consideration.

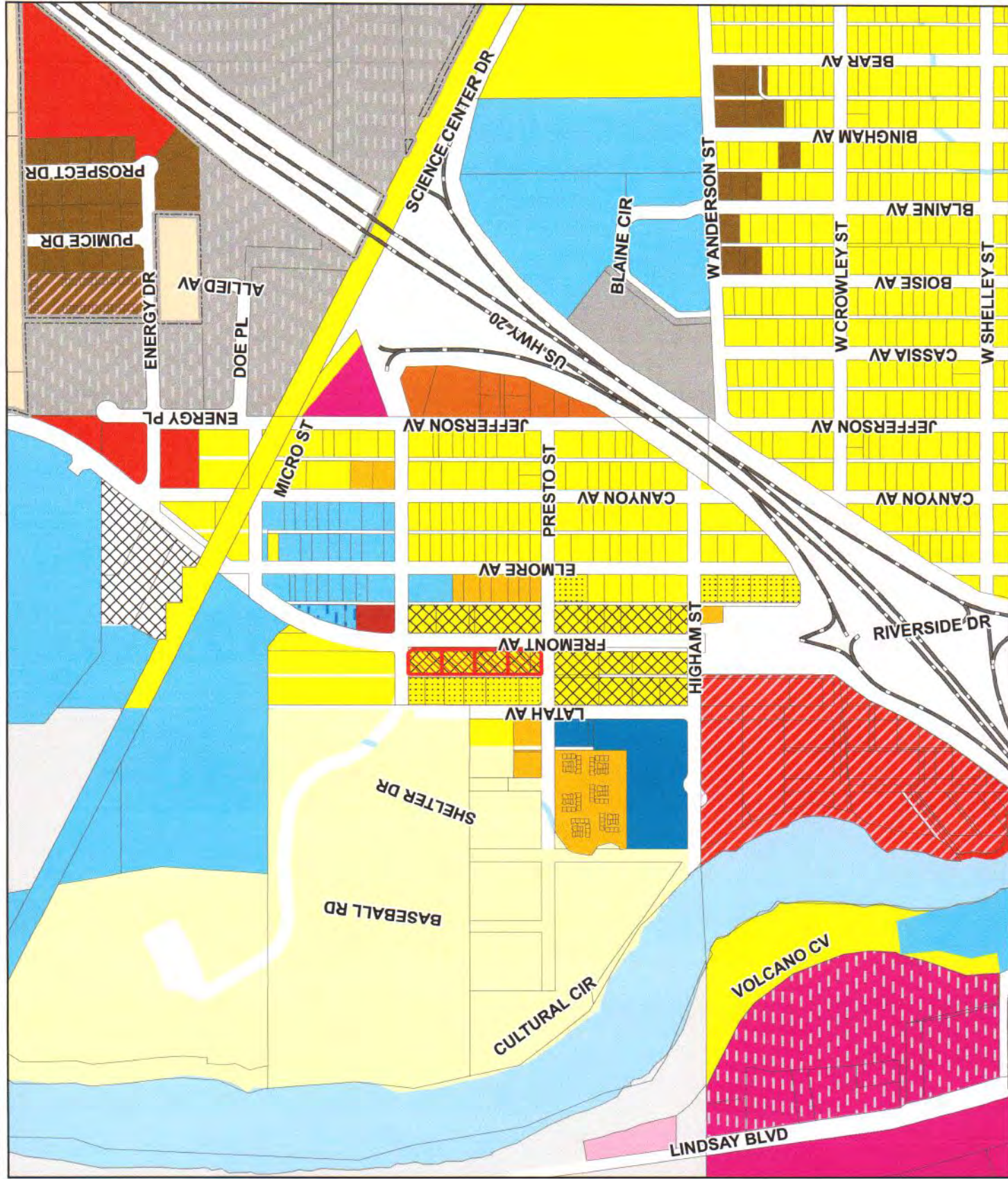
Attachments: Vicinity Map
Aerial Photo
Final Plat
Planning Commission Minutes, August 18, 2015
Staff Report, August 18, 2015
Reasoned Statement of Relevant Criteria and Standards

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





Allied Ave
Doe Pl
Energy Pl

US Hwy 20 SB
US Hwy 20 NB

W Anderson St

Micro St

Jefferson Ave

Science Center Dr

Canyon Ave

Presto St

Elmore Ave

Fremont Ave

Higham St

Science Center Dr

Shelter Dr

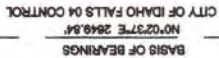
Latah Ave

Baseball Rd

Presto St

Cultural Cir

1" = 300'
Date: 07/02/2015



IDAHO FALLS PLANNING AND ZONING COMMISSION
STAFF REPORT
Final Plat
Freemont Avenue Subdivision, Division 1
August 18, 2015



Community
Development
Services

Applicant: Harper-Leavitt Engineering

Location: Generally located west and adjacent to Freemont Avenue, north and adjacent to Presto Street, south and adjacent to Science Center Drive, and east of Latah Avenue.

Size: 1.574 acres

Existing Zoning:

Site: R-1 with a PT-2
North: R-1
South: R-1 with a PT-2
East: R-1 with a PT-2
West: R-1 with a PT-1

Existing Land Use:

Site: Undeveloped
North: City Park
South: Commercial
East: Commercial
West: Residential

Future Land Use Map:

Planned Transition

Attachments:

1. Maps and aerial photos
2. Final Plat

Requested Action: To recommend to the Mayor and City Council approval of a final plat, for property generally located west and adjacent to Freemont Avenue, north and adjacent to Presto Street, south and adjacent to Science Center Drive, and east of Latah Avenue.

Final Plat: The final plat includes four lots and the purpose of the replat is to clean up the lots from the 21 original lots. The PT-2 overlay does require a minimum size of 30,000 square feet to develop so two adjacent lots would need to be initially developed at the same time. The lots will have frontage onto Freemont Avenue, Presto Avenue, and Science Center Drive.

Recommendation: Staff has reviewed the final plat and finds that it meets the minimum requirements for the zoning and complies with the subdivision ordinance. Staff would recommend approval.

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:

7-18 PT-(x) PLANNED TRANSITION ZONE

7-18-1 Purpose of Zone.

The Planned Transition Zone (hereinafter referred to as the "PT Zone") is designed to maintain land use compatibility and enhance the functioning of arterial streets by requiring conformity to the performance standards set forth herein with respect to land use changes in areas experiencing transition. Such transitional areas have been identified in the Comprehensive Plan.

7-18-2 Definitions.

- A. Commercial Use: All uses defined and included in groups 4731, 52 through 59, inclusive; group 6 and group 7 of the Standard Land Use Coding Manual, excluding the following classifications: 521 (Lumber and other building materials - retail), 5211 (Lumber yards - retail), 5212 (Building materials - retail), 5252 (Farm equipment - retail), 5511 (Motor vehicles [new and used cars] - retail), 5512 (Motor vehicles [used cars only] - retail), 5520 (Tires, batteries, and accessories - retail), 5591 (Marine craft and accessories - retail), 5592 (Aircraft and accessories - retail), 5599 (other retail trade - automotive, marine craft, aircraft, and accessories, NEC), 582 (Drinking places [alcoholic beverages], 5820 (Drinking places [alcoholic beverages], 598 (Fuel and ice - retail), 637 (Warehousing and storage services), 641 (Automobile repair and services), 662 (Special construction and trade services), 674 (Correctional institutions), 675 (Military bases and reservations), 721 (Entertainment assembly), 722 (Sports assembly), 731 (Fairgrounds and amusement parks), 739 (Other amusements, NEC).
- B. High Density Residential Use: Any housing for human occupation with two or more attached dwelling units.
- C. Standard Land Use Coding Manual: The Standard Land Use Coding Manual, B. A. Standard System for Identifying and Coding Land Use Activities, 1977 Edition, published by the Federal Highway Administration, U.S. Department of Transportation.

7-18-3 Permitted Uses.

The following uses shall be permitted in the PT Zone:

- A. PT-1 All high density residential uses, and any accessory buildings and public utilities used in conjunction therewith.
- B. PT-2 All commercial uses, high density residential uses and any accessory buildings and public utilities used in conjunction therewith.
 - 1. Standard Land Use Coding Manual Adopted. The Standard Land Use Coding Manual, B. A. Standard System for Identifying and Coding Land Use Activities, 1977 Edition, published by the Federal Highway Administration, U.S. Department of Transportation, including only those classifications defined as "commercial use" in this Chapter, is hereby adopted as an official code of the City.
 - 2. Code on File. Three copies of the Manual shall be retained by the City for use and examination by the public. One copy shall be filed in the office of the City Clerk. Two copies shall be filed in the office of the Zoning Administrator.

7-18-4 Performance Standards.

- A. No use shall be made of any property within a PT Zone without first obtaining a permit pursuant to Section 5-5 of the Zoning Ordinance.
- B. All uses of property in the PT Zone shall comply with the performance standards in Section 7-18-4.C.

C. All development in the PT Zone shall comply with the supplementary regulations established in Article IV of this Zoning Ordinance and the Idaho Falls Subdivision Ordinance, unless the performance standards established in this chapter impose more stringent requirements than the performance standards shall control. The following performance standards shall apply to all uses in the PT Zone:

1. Minimum Size Land Use Changes. All uses shall have a minimum size of at least 30,000 contiguous square feet. A use may have a size less than 30,000 contiguous square feet if the use is contiguous to any existing use for which a permit has been issued under this chapter, and the Commission and City Council find that the use cannot be practicably developed and that the applicant can satisfy the performance standards set forth by use of the improvements, premises and facilities of the contiguous use. The issuance of a permit having less than 30,000 square feet may be conditioned upon the conveyance, dedication, grant or joint use agreement between the applicant and the owner of the contiguous use as may be required by the Commission and City Council in order to demonstrate the applicant's ability to meet the performance standards set forth herein. The documents of conveyance or agreement shall include a provision that the document of conveyance or agreement shall be irrevocable without the express written consent of the City Council
2. Connections. All uses shall be designed to share functional connections with adjoining uses. Connections that should be considered include shared access from the street, shared parking and service access, and shared pedestrian circulation between uses.
3. Land Use. Land use shall be in accordance with the uses permitted by Section 7-18-3 of this Ordinance.
4. Hazards and Nuisances. No use shall create a hazard or nuisance for neighboring properties or on or along public streets. Such hazards and/or nuisances may include but are not limited to:
 - a. Excessive noise. Excessive noise shall be 70dBA exterior of residential uses or places of assembly, 55dBA interior of residential uses and places of assembly, and 75dBA for all other land uses, as defined in Procedures for Abatement of Highway Traffic Noise and Construction Noise, 23 CFR Part 772, which is hereby incorporated in this Ordinance and by this reference made a part thereof. One copy of the manual has been filed with the Office of the City Clerk prior to the adoption of this Ordinance, which copy shall be kept on file at that office. Two additional copies shall be kept on file at the Office of the Zoning Administrator. Exterior noise shall be measured at the property line on the adjacent residential property;
 - b. Improperly directed light or glare not in accordance with Section 7-18-4.C.5 of this Chapter;
 - c. Electrical interference that adversely affects other uses;
 - d. Odors, dust, or other air pollutants which are injurious to the health or offensive to the sense or an obstruction to the free use of property so as to interfere with the comfortable enjoyment of life or property;
 - e. Improperly stored or handled solid waste;
 - f. The storage or handling of radioactive toxic, or hazardous materials or waste, explosives or flammable materials;
 - g. Traffic generation that decreases the level of service (LOS) one level on the external street system, as defined in the "Highway Capacity Manual," 1985 edition, published by the Transportation Research Board, which is hereby incorporated in this Ordinance and by this reference made a part thereof. One copy of the manual has been filed with the Office of the City Clerk prior to the adoption of this Ordinance, which copy shall be kept on file at that office. Two additional copies shall be kept on file at the Office of the Zoning Administrator;
 - h. Inadequate access for emergency or public service vehicles and equipment; or
 - i. Unfavorable soils, geological hazards, or other site conditions that pose a threat to the immediate health or safety of neighborhood or the environment.
5. Lighting. All sources of illumination shall be directed and, when necessary, shielded to avoid direct glare onto adjacent properties. No commercial use shall cause a level of illumination exceeding 0.5 foot candles on any part of a neighboring residential area. The Zoning Administrator may require a development to produce evidence that its proposed lighting will comply with this standard.

6. Storm water Runoff. No use shall generate storm water runoff that adversely impacts neighboring properties or public streets or drainage systems. The Zoning Administrator may require an applicant to produce evidence that storm water flows will be adequately handled on-site or through an existing or proposed storm water system as a condition for issuing a permit.
7. Lot coverage. Lot coverage shall include driveways, parking, loading, and service or storage areas, and rooftops. Maximum lot coverage shall be limited to fifty (50) percent for high density residential uses and seventy (70) percent for commercial uses.
8. Building Height. The height of all buildings for the proposed use shall not be higher than four feet above the highest point of any building located on any property contiguous to the proposed use.
9. Additional Right-of-Way. All uses shall provide additional street right-of-way as needed to implement the comprehensive plan for major streets.
10. Sidewalks. All uses shall provide sidewalks along streets and a safe and adequate system of pedestrian circulation within the property.
11. Parking.
 - a. All uses shall provide the minimum number of parking spaces required by Section 4-23 of the Zoning Ordinance.
 - b. All uses shall meet the design and construction standards for parking areas established in Section 4-23 of the Zoning Ordinance.
 - c. All uses shall provide safe pedestrian access through or around their parking lots.
 - d. All parking lots with more than 24 parking spaces shall have internal landscaping.
12. Use of and Access to Streets
 - a. No uses shall create a traffic or pedestrian safety hazard or generate traffic in excess of the capacity of the public streets serving it or of its own proposed access points to those streets.
 - b. All uses shall provide adequate visibility to avoid traffic hazards at points of access to public streets, as required by Section 4-7 of the Zoning Ordinance.
 - c. Access points to public streets shall be designed and constructed to meet the City Standards Drawings and Engineering Specifications.
 - d. Access to arterial streets shall be minimized.
13. Service and Loading Areas
 - a. All developments shall provide off-street loading areas as required by Section 4-23 of the Zoning Ordinance.
 - b. Outdoor storage, loading, and service areas shall be screened from public streets or adjoining properties. Separate screening is not required where required buffers fulfill this standard.
14. Buffering All uses shall be effectively buffered in order to screen adjoining streets or uses from sight, sound, micro climatic or other adverse impacts. Such buffers shall be installed in accordance with the standards set forth below:
 - a. The effectiveness of a proposed buffer shall be evaluated on the basis of its width, height, density, the nature of the materials selected, and plans for its maintenance. Use of fences or walls only as buffers is generally ineffective and should not be allowed except where needed for site security or where space is extremely limited.
 - b. Whenever practical, existing trees shall be saved and used in buffers or other landscaping on the site.
 - c. All commercial uses shall provide an effective buffer along arterial streets that includes street trees in a seven (7) to ten (10) foot wide planting strip, and an effective landscaping or shrubbery buffer between the sidewalk and parking lots and buildings.
 - d. Where high density residential uses border an arterial street, parking shall be used as part of a buffer that includes street trees in a seven (7) to ten (10) foot wide planting strip, the sidewalk, and an effective buffer between sidewalk and the parking area.
 - e. All uses shall provide a buffer along non-arterial streets, including street trees in a seven (7) to twelve (12) foot planting strip between the sidewalk and parking lots or buildings. The buffer shall cause the non-arterial streets to appear residential in character, even when used for access to commercial uses.

f. All uses provide an effective buffer for adjoining residential uses along their side or rear property lines or the alley.

g. All parking lots containing twenty-four (24) or more parking spaces shall have an effective buffer from the adjoining street.

h. An effective buffer shall be a berm, landscaping, or a combination

15. Handicapped Access. All developments shall provide handicapped access in accordance with the Americans with Disabilities Act and the International Building Code, as adopted by the City of Idaho Falls.

16. Signs.

a. All signs and the construction and installation thereof shall comply with the requirements of the Sign Code of the City of Idaho Falls and the additional requirements set forth below. All terms used in this Ordinance shall have the same definitions as ascribed in the Sign Code.

b. The following signs are permitted in the PT Zone, and no other:

i) High density residential uses.

[a] Directional signs for parking areas and access drives, each not exceeding four (4) square feet in surface area.

[b] Name plate signs, each not exceeding two (2) square feet in surface area, identifying the number and occupants of a residential use, or identifying a manager's office, common use areas or other similar joint use facilities.

[c] One identification sign for each street frontage upon which a structure fronts, identifying the use by name and street address. Identification signs shall carry no commercial message except a "For Rent or Lease" or other substantially similar message. Identification signs may be free standing, ground or wall signs, not exceeding thirty-two (32) square feet in surface area.

[d] No sign for high density residential use shall have direct lighting. Flood lights may be used if directed at the sign.

ii) Commercial uses:

[a] Directional signs for parking areas and access drives, each not exceeding eight (8) square feet in surface area.

[b] One wall sign for each business or occupancy, not exceeding thirty-two (32) square feet in surface area, provided if the business or occupancy fronts upon two streets, then two such wall signs shall be permitted.

[c] One free-standing pole sign for each separate building or occupied structure, each not exceeding one hundred (100) square feet in area.

[d] Signs for commercial uses may have direct or indirect lighting, but flashing signs are not permitted.

iii) Projecting signs shall not be allowed in a PT Zone except for a hanging sign consisting of a canvas or nylon awning that includes the name of the business or its logo, provided the lettering or logo occupies no more than twenty (20) percent of the surface area of the awning.

iv) Directional and ground signs shall not be more than four and one-half (4 ½) feet above grade in height.

c. No revolving, animated, roof, off-premise or portable signs shall be permitted.

17. Hours of Operation. A business within the PT Zone shall not be open to the public between the hours of 11:00 p.m. and 6:00 a.m. of the following day.

18. Radio Studio Towers and Antennas. As an accessory use to a radio studio.

a. The tower and antenna shall be less than seventy (70) feet in height.

b. No more than two microwave dishes less than five (5) feet in diameter shall be located on the tower.

c. The base of the tower shall be at least one hundred percent (100%) of the height of the tower from the closest property line of the nearest residence.

7-18-5 Conditions.

The Commission may recommend and the City Council may impose conditions upon the approval of any permit for a use within a PT Zone, provided such conditions are reasonably necessary to implement or achieve the performance

standards set forth in Section 7-18-4. Such conditions shall be binding upon the applicant and in the event of any breach, the applicant or any successor in interest to the property subject to such conditions shall be deemed to be in violation of this ordinance. All conditions for the permit shall be set forth in writing and attached to the permit.

7-18-6 On-Site Inspections.

The filing of an application for a permit shall be deemed as consent for any agent or employee of the City to enter upon the proposed development site for the purpose of inspecting the premises to determine the applicant's ability to comply with the terms and conditions of this chapter.

7-18-7 Pre-Application Conference.

Prior to the filing of an application for a permit, the applicant shall request and the Zoning Administrator shall schedule a pre-application conference with the Planning Department staff and other City staff as deemed necessary. At the pre-application conference, the applicant shall submit a sketch plan of the proposed use and shall outline and generally discuss the nature of the development and proposed land use.

7-18-8 Application Procedure.

- A. All applications for a permit shall be made on a form provided by the City and shall be accompanied by a filing fee as set by resolution of the City Council.
- B. All applications for a permit shall be filed not later than one hundred twenty (120) days after the date of the pre-application conference.
- C. All applications for a permit shall include a site plan, a proposed maintenance plan for Required Improvements, and any other information required by the Zoning Administrator. The contents of the application shall be of sufficient clarity, quality and detail to allow the City to determine compliance with the performance standards in Section 7-18-4 and the other standards imposed by the Zoning Ordinance.
- D. To provide the information necessary to determine compliance with the provisions of this Ordinance, the application shall require the following:
 - 1. Name, address, and phone number of applicant.
 - 2. Name, address, and phone number of owner of the property, if owner is not the applicant.
 - 3. Legal description of the property.
 - 4. Existing use.
 - 5. Proposed use.
 - 6. Zoning district.
 - 7. A site plan drawn to scale showing the actual dimensions and the shape of the lot to be built upon; the exact size and location of existing buildings on the lot, if any; the exact location and dimensions of the proposed building, sidewalk, structure or alteration; the location, layout, and access of proposed on-site parking; and the location and type of landscaping, fencing, and screening proposed on the lot.
 - 8. Building heights.
 - 9. Number and dimensions of off-street parking spaces and loading berths.
 - 10. Proposed water and sewer facilities.
 - 11. Existing and proposed easement.
 - 12. Proposed storm drainage for multi-family and commercial and industrial development.
 - 13. Exterior lighting plan.
 - 14. Such other matters as may be necessary to determine compliance with City ordinances.
- E. All representations made by the applicant in the site plan and other application materials in the application shall be binding upon the applicant unless a change is approved or required by the Council. If the permit is granted, all representations shall be incorporated into the permit as a condition of continued use of the premises. Such representations shall also be binding upon all successors in interest to the property subject to the application.

7-18-9 Review by Zoning Administrator.

Within five (5) days after any application for a permit is filed, the Zoning Administrator shall review the application and determine if the application is complete. If the application is complete, the Zoning Administrator shall schedule a public hearing before the Planning and Zoning Commission and shall give public notice in the manner set forth below, not less than fifteen (15) days prior to the date of such hearing. If the application is incomplete, the Zoning

Administrator shall advise the applicant that the application has been determined to be incomplete, and shall provide the applicant with a written statement of the items necessary to complete the application.

7-18-10 Public Notice.

Public notice of all hearings before the Planning and Zoning Commission shall be given in the manner provided in Section 3-2 of the Zoning Ordinance. All notices shall include the street address of the property for which the permit is requested and any other information necessary to adequately describe the location of the property, a brief description of the use proposed, and the date, time and location of the hearing.

7-18-11 Planning and Zoning Commission Hearing.

At the hearing, the Planning and Zoning Commission shall review the application for compliance with this chapter and the performance standards set forth in Section 7-18-4. If the Commission finds that the proposed use does not comply with this chapter and the performance standards set forth herein, it shall make a finding in writing specifying the reasons why the application is not in compliance with such standards and shall deliver the same to the applicant and the City Council within a reasonable time thereafter. The Planning and Zoning Commission may, at any time, recess such hearing to a later date and no further public notice shall be necessary, provided the motion to recess and the date of the recessed hearing is duly noted in the minutes of the Planning and Zoning Commission.

7-18-12 Recommendation to City Council.

Following the conclusion of the hearing on any application, the Planning and Zoning Commission shall, upon request of the applicant, forward its recommendation in writing to the City Council, which recommendation shall include proposed findings in accordance with its recommendation. Copies of the recommendation shall be made available upon request to any interested citizen or member of the news media. Notwithstanding the foregoing, the applicant may, at any time prior to the consideration of the application by the City Council, request that application be withdrawn and resubmitted at a later date to the Commission for purpose of making modifications recommended by the Planning and Zoning Commission. In the event the applicant requests reconsideration of the application within ninety (90) days after the date of the hearing before the Planning and Zoning Commission, no filing fee shall be required for such amended application.

7-18-13 Hearing Before City Council.

Upon receipt of the recommendation of the Commission, the Zoning Administrator shall schedule a hearing before the City Council. The Zoning Administrator shall give public notice of such hearing at least fifteen (15) days prior to the date of the hearing, using the same procedure established in Section 7-18-10. At the hearing, the City Council shall approve or deny the application. If the Council denies the application, it shall prepare specific written findings indicating the basis of its denial and the performance standards not met by such application. If the Council approves the application, it shall adopt the findings of the Commission, together with any additional findings or modifications it deems necessary, and order the Zoning Administrator to issue a permit which incorporates the representations made in the application and any other conditions required by the Council in order to meet the performance standards established in Section 7-18-4.

7-18-14 Required Improvements.

Any site improvements required in order to comply with the performance standards established in Section 7-18-4 shall be referred to herein after as "Required Improvements." Required improvements shall include all site improvements proposed by the applicant and any site improvements required by the City Council in order to meet the performance standards set forth in Section 7-18-4. Required improvements may include, but are not limited to, the following: streets or street improvements, including turn lanes or bays and traffic signals; sidewalks and other pedestrian ways; parking and loading areas; drainage improvements, including grading, channels and retention basins; utilities; lawns; buffers; berm or fences; plantings and other landscape treatments; and irrigation systems.

7-18-15 Standards.

The installation of all required improvements shall conform to the City Standard drawings and Engineering specifications and any other design or construction standards adopted by ordinance. The City Council may specify the manner of installing or constructing all required improvements if necessary to assure compliance with the performance standards set forth in Section 7-18-4. The applicant shall file improvement drawings and specifications for all required improvements and shall obtain the approval of the Planning Administrator prior to the

commencement of their construction. Improvement drawings and specifications shall not be required in the application for a permit, but shall be filed prior to commencement of construction.

7-18-16 Inspection.

The City may inspect all required improvements during construction, and upon a finding that such improvements are not being constructed in conformity with the specifications set forth in the preceding section, the City may order construction to cease and may withhold the issuance of any Certificate of Occupancy.

7-18-17 Installation of Required Improvement.

All required improvements shall be installed at the applicant's expense. Phased installation of required improvements may be permitted if the phasing is approved by the City Council and included as a condition for the issuance of the permit. All proposals for phasing shall be submitted as part of the application for a permit. Phasing shall be permitted only upon a specific finding by the Commission and by the City Council that such phasing will not violate the performance standards set forth in Table 7-18-4 hereof and upon the following additional conditions:

- A. All required improvements located within at least one-half ($\frac{1}{2}$) of the area on which the land use change is proposed shall be commenced within one (1) year from the date the permit is issued.
- B. All required improvements shall be completed within three (3) years from the date the permit is issued.

7-18-18 Completion of Required Improvements.

All required improvements shall be completed prior to occupancy or use of any portion of the property, but in no event later than one (1) year after the permit is issued for developments. In the event the applicant fails to timely complete the required improvements within the time periods set forth above, each applicant shall be deemed to be in violation of this Ordinance for each day after the completion date during which the required improvements shall remain uncompleted, and, the City may complete the improvements and collect from the applicant all costs incurred in completing the required improvements, including a reasonable fee for time expended by City staff and employees. Extensions of time for completion of the required improvements may be approved by the City Council, upon a showing by the applicant that diligent efforts to install the required improvements have been made and that their installation will be completed in a period not exceeding six months after the original completion date. Written application for such extension shall be filed with the Zoning Administrator not later than thirty (30) days prior to the original completion date. If the applicant desires to construct the required improvements in phases, the applicant shall post a letter of credit or a performance or cash bond in the amount of 125% of the cost, as estimated by the City, of the required improvements included within phases contemplated for completion more than one year after the date the permit is issued. In the event the applicant requests phasing for a period in excess of two years, the City may, as a condition for approval of the permit, require that the amount of the performance or cash bond be adjusted annually based upon the United States Consumer Price Index for all urban consumers. The condition for such bond shall be the timely construction of all required improvements or letter of credit in accordance with the terms and conditions of the permit or any other applicable ordinance, within the time frames set forth in the permit.

7-18-19 Warranty.

An applicant shall, as a condition for approval of the permit, warrant that all required improvements dedicated to the public shall be free from defects in materials and workmanship for a period of one year after the date the improvements are completed. In the event of such defect, the applicant shall forthwith repair or replace such public improvements.

7-18-20 Maintenance Plan.

All required improvements not dedicated to the public shall be maintained in a good state of care, condition and repair at all times. All such required improvements which become functionally obsolete or worn out shall be replaced with a comparable improvement. All applicants shall submit a maintenance plan with their application for a permit, which plan shall specify in detail the manner, means and frequency with which all required improvements not dedicated to the public shall be maintained. The City Council may deny the application for a permit in the event the maintenance plan is inadequate to properly maintain and care for all privately owned required improvements. All plats recorded in conjunction with any application for a permit within the PT Zone shall bear the following legend:
NOTICE: ALL PROPERTY SHOWN WITHIN THIS PLAT IS SUBJECT FALLS, IDAHO."

In the event no plat is filed in conjunction with an application for a permit, then the applicant shall, as a condition for approval of the permit, record a covenant, in favor of the City, running with the land, the terms of which shall give notice that all property included within the permit is subject to the terms and conditions of the maintenance

plan. All plats bearing such legend, or any covenants required hereby, shall be recorded prior to the issuance of any certificate of occupancy. All maintenance plans shall be attached to and become a part of the permit.

7-18-21 Plats and Plans.

All plats and site or building plans submitted for approval by the City shall be in accordance with the terms of the permit as approved.

7-18-22 Certificate of Occupancy.

No certificate of occupancy shall be issued for any development within a PT Zone, or any part or phase thereof, until the development has been inspected and determined to be in compliance with all terms and conditions of the permit, including but not limited to, proper installation of all required improvements.

7-18-23 Enforcement of Maintenance Plans.

A. Any applicant or owner of property within a PT Zone who fails to maintain any privately owned required improvement in accordance with the maintenance plan shall be deemed to be in violation of this Ordinance. The City may enforce any maintenance plan using the procedure set forth below.

B. A written notice of failure to maintain the required improvements shall be served upon all owners of record of the property within the PT Zone. The notice shall be in writing and shall be mailed by certified mail, return receipt requested, to the owner's or owners' address last shown on the records of the Bonneville County Assessor. Service of the notice shall be deemed to be complete upon its deposit in the U.S. mail, postage prepaid in the manner set forth above. The notice shall contain a brief description of the terms of the maintenance plan that have not more than sixty (60) days from the date of the notice within which the required improvement shall be completely repaired, replaced or otherwise maintained in accordance with the maintenance plan.

C. Any person receiving the notice, may, within five (5) days of the date of service, request a hearing before the Board of Adjustment, which request shall be delivered to the Zoning Administrator. Following receipt of the request, the Zoning Administrator shall deliver the request to the Board of Adjustment which shall hold a hearing within twenty (20) days from the date thereof. At the hearing, the person may request a reasonable extension of time for curing their failure to comply with the maintenance plan or otherwise demonstrate good cause why he or she should not be required to comply with the maintenance plan.

D. If compliance with the maintenance plan is not completed within sixty (60) days after the date the notice of failure to maintain the public improvements was served, or any extension allowed by the Board of Adjustment, the owner or owners of the property subject thereto shall be deemed to be in violation of this Ordinance, and shall be subject to the penalties set forth in Section 7-18-24.

7-18-24 Penalties.

A. Any person who violates this Ordinance shall be guilty of a misdemeanor, and upon conviction thereof, shall be subject to a fine of \$300, or imprisonment for a period not to exceed six months, or both.

B. It shall be unlawful for any applicant or owner of property to occupy or use property in violation of this Ordinance. Any person occupying or using such property may be prosecuted in the manner set forth in subsection A hereof, or the City may seek a restraining order from a court of competent jurisdiction prohibiting any further use or occupancy of the premises.

C. In the event the City determines that any property within a PT Zone is in violation of the terms of this Ordinance, it may post a notice upon the premises stating that the property is in violation of the Zoning Ordinance and that it is a misdemeanor to occupy or use the premises at any time after a period of ten (10) days following the date such notice is physically posted upon the premises, which date shall be set forth on the notice. Any person so occupying or using the premises in violation of this section shall also be guilty of a misdemeanor and subject to punishment in the manner set forth in subsection A hereof.

7-18-22 Certificate of Occupancy.

No certificate of occupancy shall be issued for any development within a PT Zone, or any part or phase thereof, until the development has been inspected and determined to be in compliance with all terms and conditions of the permit, including but not limited to, proper installation of all required improvements.

7-18-23 Enforcement of Maintenance Plans.

A. Any applicant or owner of property within a PT Zone who fails to maintain any privately owned required improvement in accordance with the maintenance plan shall be deemed to be in violation of this Ordinance. The City may enforce any maintenance plan using the procedure set forth below.

B. A written notice of failure to maintain the required improvements shall be served upon all owners of record of the property within the PT Zone. The notice shall be in writing and shall be mailed by certified mail, return receipt requested, to the owner's or owners' address last shown on the records of the Bonneville County Assessor. Service of the notice shall be deemed to be complete upon its deposit in the U.S. mail, postage prepaid in the manner set forth above. The notice shall contain a brief description of the terms of the maintenance plan that have not more than sixty (60) days from the date of the notice within which the required improvement shall be completely repaired, replaced or otherwise maintained in accordance with the maintenance plan.

C. Any person receiving the notice, may, within five (5) days of the date of service, request a hearing before the Board of Adjustment, which request shall be delivered to the Zoning Administrator. Following receipt of the request, the Zoning Administrator shall deliver the request to the Board of Adjustment which shall hold a hearing within twenty (20) days from the date thereof. At the hearing, the person may request a reasonable extension of time for curing their failure to comply with the maintenance plan or otherwise demonstrate good cause why he or she should not be required to comply with the maintenance plan.

D. If compliance with the maintenance plan is not completed within sixty (60) days after the date the notice of failure to maintain the public improvements was served, or any extension allowed by the Board of Adjustment, the owner or owners of the property subject thereto shall be deemed to be in violation of this Ordinance, and shall be subject to the penalties set forth in Section 7-18-24.

7-18-24 Penalties.

A. Any person who violates this Ordinance shall be guilty of a misdemeanor, and upon conviction thereof, shall be subject to a fine of \$300, or imprisonment for a period not to exceed six months, or both.

B. It shall be unlawful for any applicant or owner of property to occupy or use property in violation of this Ordinance. Any person occupying or using such property may be prosecuted in the manner set forth in subsection A hereof, or the City may seek a restraining order from a court of competent jurisdiction prohibiting any further use or occupancy of the premises.

C. In the event the City determines that any property within a PT Zone is in violation of the terms of this Ordinance, it may post a notice upon the premises stating that the property is in violation of the Zoning Ordinance and that it is a misdemeanor to occupy or use the premises at any time after a period of ten (10) days following the date such notice is physically posted upon the premises, which date shall be set forth on the notice. Any person so occupying or using the premises in violation of this section shall also be guilty of a misdemeanor and subject to punishment in the manner set forth in subsection A hereof.

7-8-9 See Supplementary Regulations to Zones.

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.	N/A
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.	X
The alignment and width of previously platted streets shall be preserved unless topographical conditions or existing buildings or structures required otherwise.	X
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.	N/A
Planning Director to classify street on basis of zoning, traffic volume, function, growth, vehicular & pedestrian safety, and population density.	No new streets provided.

REASONED STATEMENT OF RELEVANT CRITERIA AND STANDARDS

FINAL PLAT FOR FREMONT AVENUE SUBDIVISION, LOCATED WEST OF AND ADJACENT TO FREMONT AVENUE AND EAST OF FREEMAN PARK

WHEREAS, the applicant filed an application for final plat on July 1, 2015; and

WHEREAS, this matter came before the Idaho Falls Planning and Zoning Commission on August 18, 2015; and

WHEREAS, this matter came before the Idaho Falls City Council during a duly noticed public meeting on September 10, 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 1.574 acre parcel located west and adjacent to Fremont Avenue and east of Freeman Park.
3. The property is currently zoned R-1 with a PT-2 Overlay.
4. The subdivision includes four lots with frontage onto Fremont Avenue.
5. 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 Fremont Avenue Subdivision.

PASSED BY THE CITY COUNCIL OF THE CITY OF IDAHO FALLS

THIS _____ DAY OF _____, 2015



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-114-15

MEMORANDUM

TO: Honorable Mayor and City Council
FROM: Brad Cramer, Community Development Services Director
SUBJECT: Reasoned Statement of Relevant Criteria and Standards for a Conditional Use Permit in an R-3 Zone for a Haunted Attraction as an Indoor Amusement, Lots 35-48, Block 45, Crows Addition
DATE: September 3, 2015

Attached is the Reasoned Statement of Relevant Criteria and Standards for Conditional Use Permit in an R-3 Zone for a Haunted Attraction as an Indoor Amusement, Lots 35-48, Block 45, Crows Addition. The City Council considered this item at its August 27, 2015 meeting and denied the application. Staff has revised the Reasoned Statement to reflect the facts considered at the meeting and the final decision. The document is now being submitted to the Mayor and City Council for consideration.

Attachments: Reasoned Statement of Relevant Criteria and Standards

cc: Kathy Hampton
File

REASONED STATEMENT OF RELEVANT CRITERIA AND STANDARDS
CONDITIONAL USE PERMIT IN AN R-3 ZONE FOR AN INDOOR AMUSEMENT
USE (HAUNTED HOUSE)

LOTS 35-48 BLOCK 45, CROWS

WHEREAS, the applicant filed an application for a conditional use permit on June 8, 2015; and

WHEREAS, this matter came before the Idaho Falls Planning and Zoning Commission during a duly noticed public hearing on July 7, 2015; and

WHEREAS, the Idaho Falls Planning and Zoning Commission recommended approval of the application; and

WHEREAS, this matter came before the Idaho Falls Planning and Zoning Commission during a duly noticed public hearing on August 27, 2015; and

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

I. RELEVANT CRITERIA AND STANDARDS

1. The Planning and Zoning Commission 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 generally located at the corner of East 13th Street and South Lee Avenue, and east of South Boulevard.
3. The property is zoned R-3, with the surrounding properties being zoned R-2 to the north and south, R-1 to the east, and to the west is zoned R-2, R-3, and R-3A with a PT-2 overlay.
4. The R-3 zone allows for Conditional Use Permits of all uses allowed in the R-3A and RSC-1 zones. The proposed use would be permitted under the RSC-1 zone.
5. The predominant use in this neighborhood is residential.
6. The building was built between 1928 and 1934. It currently is a contributing building to the 11th Street Historic District.
7. This property has had a difficult time being redeveloped into a viable enterprise and the building and site has gone into disrepair.
8. The structure has been primarily vacant since the LDS Church sold the property.
9. There have been a couple of Conditional Use Permit requests for the property, the most recent in 2012 to locate the Odyssey Charter School at the site which was tabled and then later withdrawn in 2013.



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-113-15

MEMORANDUM

TO: Honorable Mayor and City Council
FROM: Brad Cramer, Community Development Services Director
SUBJECT: Application, Resolution, and Reasoned Statement of Relevant Criteria and Standards for a Comprehensive Plan Amendment from Low Density Residential to Commercial, Employment Center, and Higher Density Residential for property located generally south of North of Kearney, east and adjacent to Woodruff, west of Hitt Road, and south of Lincoln Road
DATE: September 3, 2015

Attached is the application, Resolution, and Reasoned Statement of Relevant Criteria and Standards for a Comprehensive Plan Amendment from Low Density Residential to Commercial, Employment Center, and Higher Density Residential for property located generally south of North of Kearney, east and adjacent to Woodruff, west of Hitt Road, and south of Lincoln Road. The Planning and Zoning Commission considered this item at its August 4, 2015 meeting and recommended approval by a unanimous vote. Staff concurs with this recommendation. The application is now being submitted to the Mayor and City Council for consideration.

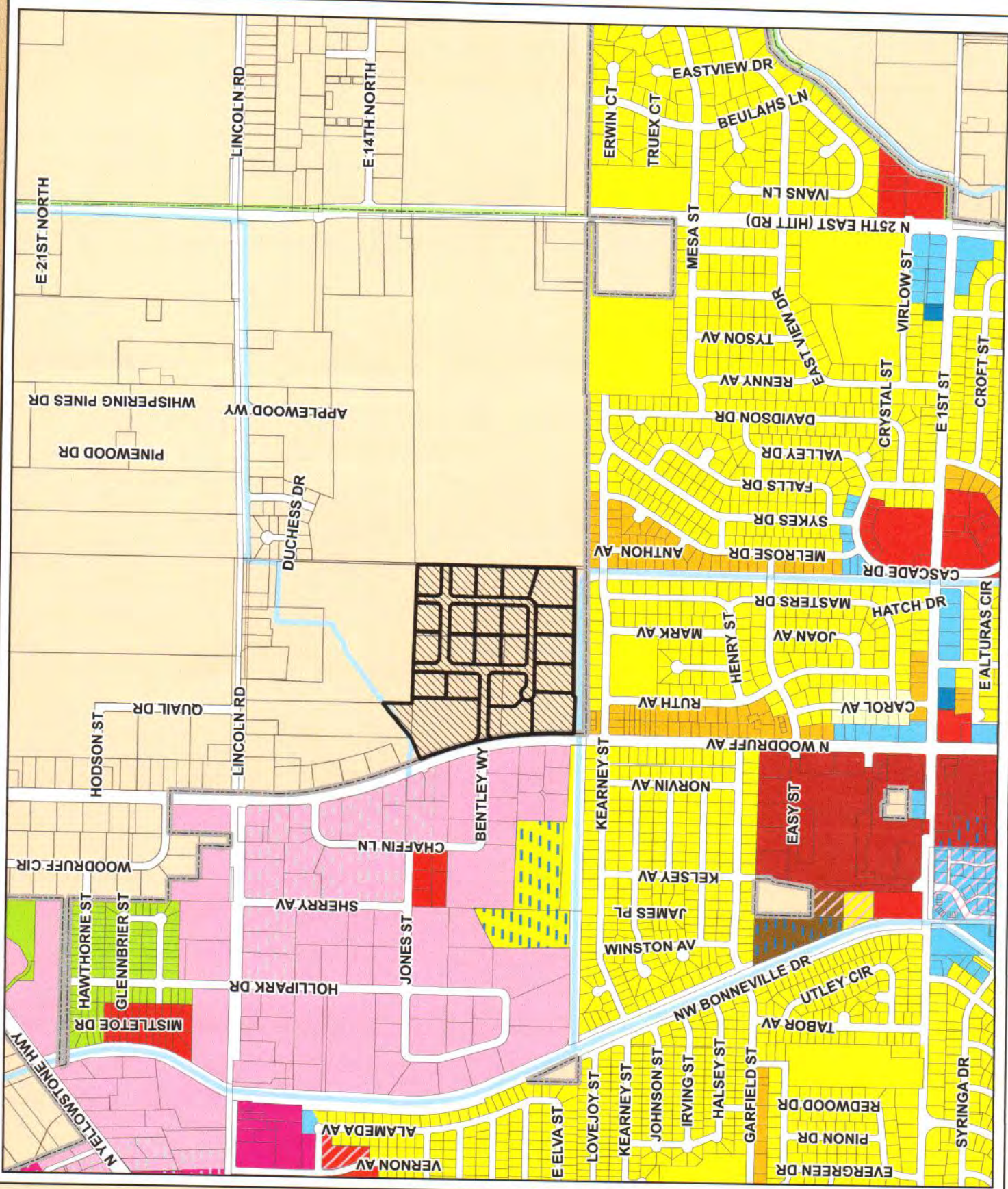
Attachments: Vicinity Map
Aerial Photo
Comprehensive Plan Future Land Use Map
Planning Commission Minutes, August 4, 2015
Staff Report, August 4, 2015
Resolution
Reasoned Statement of Relevant Criteria and Standards

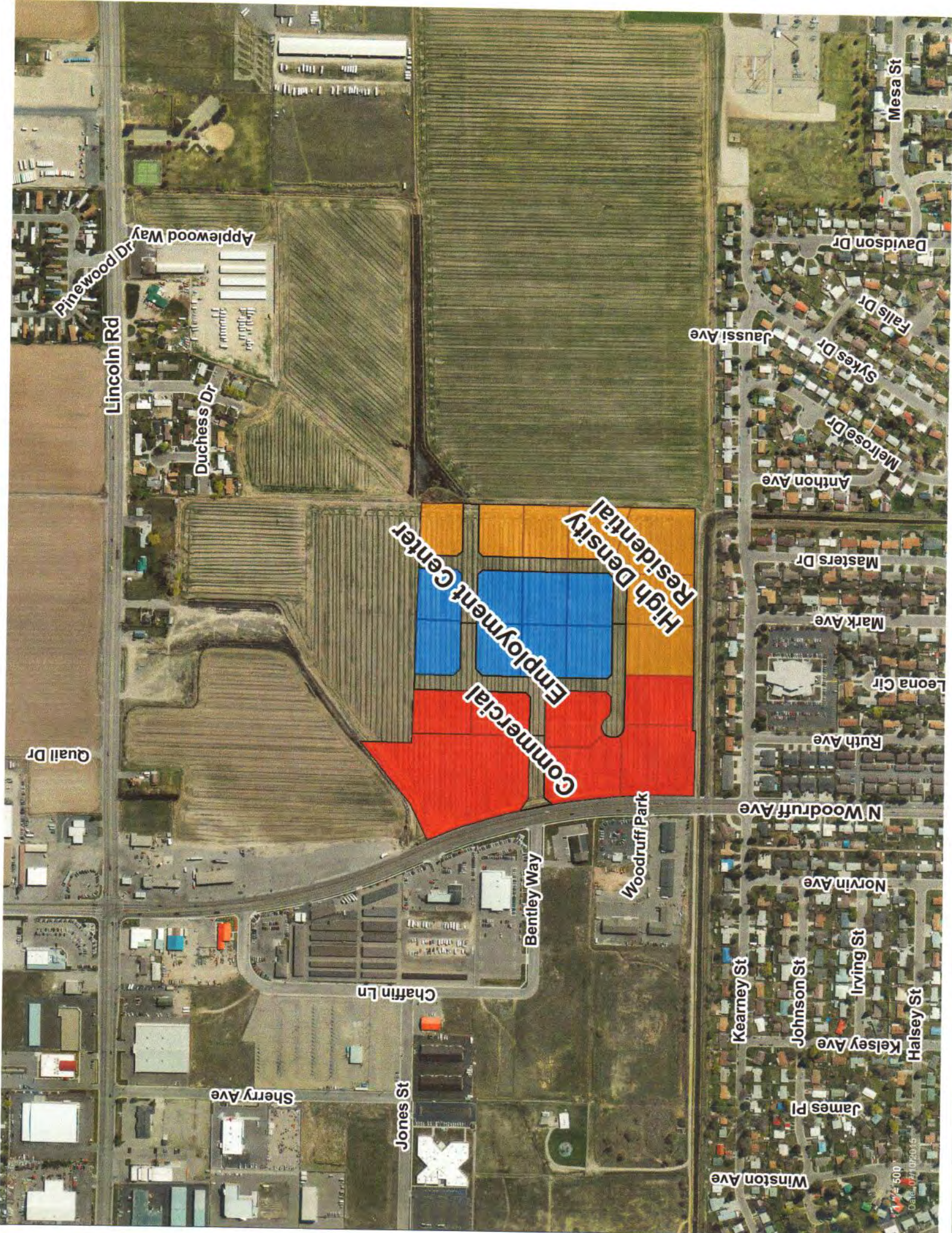
cc: Kathy Hampton
File



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





Lincoln Rd

Pinewood Dr

Applewood Way

Duchess Dr

Quail Dr

Jones St

Sherry Ave

Chaffin Ln

Bentley Way

Woodruff Park

N Woodruff Ave

Kearney St

Johnson St

Irving St

Halsey St

James Pl

Winston Ave

Kelsey Ave

Norvin Ave

Ruth Ave

Leona Cir

Mark Ave

Masters Dr

Anthone Ave

Melrose Dr

Sykes Dr

Falls Dr














Davidson Dr

Mesa St

Scale: 500 feet
Date: 07/10/2015

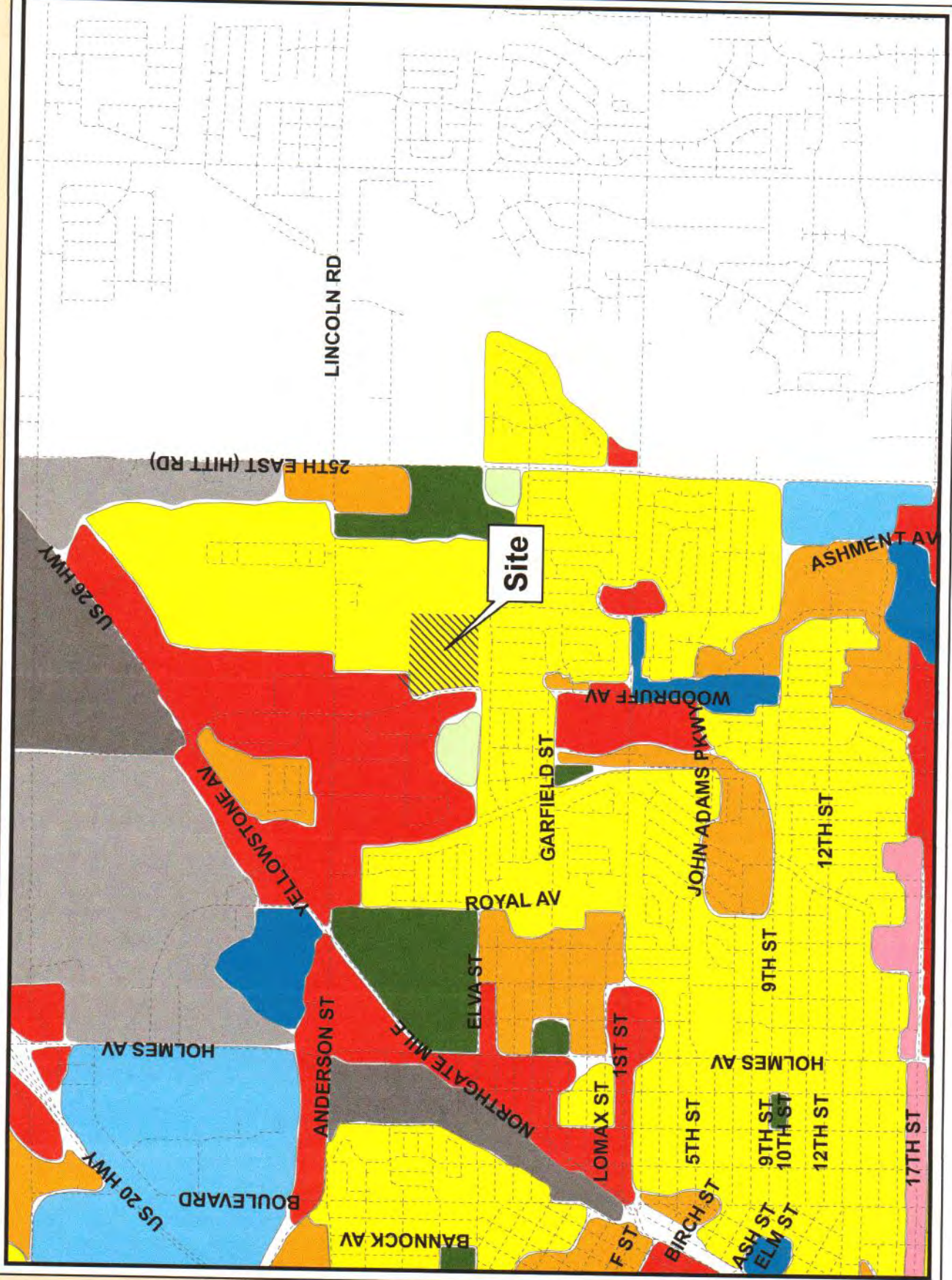
Comprehensive Plan Amendment

M&B: Approximately 38.131 Acres NW1/4 Section 16, T 2N, R 38E

	Estate		Greenbelt Mixed Uses		Commercial		Higher Education Centers		Railroad-related industrial
	Low Density		Parks, Recreation		Employment Centers		Planned Transition		
	Higher Density		Public Facilities, Open Spaces		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: 07/14/2015

in a better way, either on the plat or as part of the development agreement, so the PUD is not needed. Black asked if the Commission could move to take the small portion of St. Clair Estates and require that it be landscaped. Beutler and McLane agreed that would be an appropriate motion by the Commission.

Morrison opened the public hearing.

No applicant appeared.

No one appeared in support or opposition of the application.

Morrison closed the public hearing.

Wimborne stated that this is a good use of the property.

Black stated and McLane agreed that without the PUD overlay they do not have the 15 foot landscape requirement and they have to comply with the PB Zone. Black added that the motion should include that the St. Clair Estates portion should be added into the motion to be landscaped and sidewalks added.

Wimborne moved to recommend to the Mayor and City Council approval of the Annexation with Initial Zoning of PB and Final Plat for Freeman Medical Plaza, Division No. 1, with a shared access agreement and removal of the access to Sunnyside and sidewalks on the island along Fountain Blue Lane, Wyatt seconded the motion.

Dixon asked if it can be a condition that the portion of St. Clair Estates be added as part of the application. McLane stated that a good recommendation might be including the small parcel as part of the plat.

Dixon moved to amend the motion to require Lot 1A of St. Clair Estates be included as part of the plat and this application, Black seconded the motion and it passed unanimously.

The original motion, as amended passed unanimously.

3. Comprehensive Plan Amendment 38.131 Acres south of Lincoln Road, east of Woodruff, and north of Kearney. Beutler presented the staff report, a part of the record. Black asked the difference between an Employment Center and Commercial designation. Beutler read the definition of Employment Center, which is part of the staff report (page 2). Beutler added that they are similar, and from a zoning designation it will be similar. Dixon asked if the Comprehensive Plan indicated a minimum size for an employment Center. Beutler stated he is not aware of a minimum size. Black asked if the lots were large enough to accommodate high density residential. Beutler stated that the lots could be combined for a larger development, but the lots are close to an acre and are adequate to accommodate a high density complex. Black asked what the public facility/open spaces across from the area is. Beutler stated that the City owns a detention facility.

Morrison opened the public hearing.

Applicant:

Fred Wallen, 645 Lincoln Drive, Idaho Falls, Idaho. Wallen stood for questions from the Commission. Dixon asked if the area to the north of the proposed change is under the same ownership as the proposed area. Wallen stated that his client did not own or have option on the land to the north of the subject property. Wallen stated that the owner owns the Gas 'n Grub on the corner of Lincoln and Woodruff. Dixon stated that as they are looking at Comprehensive Plan changes, such as going from low density to employment center and high density and commercial, you have to look at how to phase back into low density. Dixon stated that the applicant has given a vision of how they intend to phase back going east, but no vision as to what might happen to the north. Wallen has spoken with the owner of the property to the north and they are considering commercial, but they also border residential (Applewood Subdivision), so they have options. Wallen stated that it was Staff's recommendation to show the different zones and not try to throw a lot of commercial in the area, as it makes sense to have the transition from commercial at Woodruff and then go to high density residential. The aerial shows that there is only one stub street (Juassi Ave.) from the south going into the property to the east, so that could be a residential development. Black asked if the market for employment center is strong. Wallen stated that they have only considered the commercial development on Woodruff. Black is worried that if there is not a market for the employment center, then someone will come back asking for more commercial and then there is no buffer to the high density residential.

No one appeared in support or opposition to the application.

Morrison closed the public hearing.

Dixon stated that there are two large canals that act as a buffer for the residential (natural barrier) where the commercial node is and as you move east there needs to be a way to end the node. The application is suggesting that the commercial end and a transition occur via high density housing just before the large canal turning south and is continuing to use the canal as a buffer from existing residential. Dixon stated that there would be room to transition out of commercial before you hit Lincoln Road. Josephson stated that if you go to the east along Hitt Road and Lincoln, the corner is fully developed. Buildings are proposed to the west and Josephson believes that the area will fill up and the employment center will be used. Black stated that she believes the commercial is a natural growth for this area. Black likes the natural barrier of the canal. Dixon asked Beutler about the history of employment centers in the City. Beutler stated that the employment center can include offices, and it includes technology related business and research laboratories as specific items, but is not limited to that. Beutler stated it could be general offices. Beutler stated that Employment Centers should be near residential areas. Beutler pointed out on the map the employment centers in the City. Dixon stated that when the Commission first discussed employment centers they had certain themes. Dixon stated that this would fall into the employment center for an area of the City that does not currently have an employment center. Wyatt asked about the canal to the south that appears to still be in the County. Beutler stated that as annexation occurs along the canal, the canal will have to be brought in as part of the annexation. Black stated and Beutler agreed that the employment center is a designation for the Comprehensive Plan, it is not for zoning. Black stated and Beutler agreed that when someone comes in with an actual plan, then it can be whatever fits for the area. Black asked if the car dealerships that are closer to the canal would be considered employment centers. Beutler stated that the HC-1 Zone in that area does allow many uses identified in the employment center

definition. Beutler stated that in the high density residential, there can be offices and clinics, so from a zoning standpoint in the high density area. If someone came with a plan to do C-1 that allowed for both residential and office development, that might work and stay with the Comprehensive Plan.

Dixon moved to recommend to the Mayor and City Council approval of the Comprehensive Plan Amendment for 38.131 Acres of the NW ¼ Section 16, as presented, Black seconded the motion and it passed unanimously.

Dixon moved to modify the Agenda further, to change the order of items 4 (Annexation with Initial Zoning) and 5 (Preliminary Plat), Denney seconded the motion and it passed unanimously.

5. Preliminary Plat for 38.131 Acres: Carlyle-Erma. Beutler presented the staff report, a part of the record. Black asked about the Connecting our Communities Plan. Beutler stated that it is mixed use paths, including a bike path and pedestrian path, typically 12' in width. Black asked who would be responsible for that path. Beutler stated that it would be a joint venture with the developer and the City. Beutler stated that currently there is not a trail system along the Meppen Canal, or anywhere near that area. Beutler stated there is a trail system with the Hitt Road right-of-way to the east, and pedestrian connections along Woodruff. Morrison asked if the trail has access to the canal. Beutler stated that the initial conversation has been to try to utilize the canal rights-of-way. Morrison asked if the irrigation company is ok with using the trail. Beutler stated there are some reservations and there are ongoing discussions. Beutler stated that the storm pond represents a potential for a partnership where the storm pond can be used for the trail system, rather than the canal right-of-way. Wimborne stated that as part of this preliminary plat the only thing that is included is the storm pond, which potentially could be part of something bigger down the road. Beutler stated that Staff's recommendation would be as they proceed with final plats and development agreements for this property that the conversation would be furthered. Wimborne stated and Beutler agreed that the preliminary plat just includes the storm pond. Beutler stated that the hope is that if the storm pond is given to the City for maintenance there would be grass and improvements and potentially the trail system included. Beutler stated that water division is in the area, as there is a major water line that needs to go through this area to go to the Hitt Road corridor, so the water line and the trail system could share the same space. Josephson stated that there are frequent accidents coming out of Kearney onto Woodruff. Josephson is concerned with traffic coming out of Bentley onto Woodruff. Beutler stated that the alignment of Bentley will meet the access management plan and the initial talks with the City Engineer did not raise any concerns about the need for a traffic study. Josephson stated that a turn lane on Woodruff would be appropriate at that intersection of Woodruff and Bentley. Beutler clarified that Josephson meant a deceleration lane to turn. Beutler stated he could approach the City Engineer for his opinion. Black asked if there might be a stop light in the future. Beutler stated that is a possibility. Dixon stated that in the staff report a 70' right-of-way is proposed for Bentley. Dixon asked if Bentley on the south side is also a 70' right-of-way or only a 60' right-of-way. Beutler stated that it is only 60'. Dixon stated that with the 70' it could develop into a controlled intersection and the idea of a deceleration lane would also make sense. Dixon asked if there is enough right-of-way, or would the plat have to be changed. Beutler stated that there is a dedication of a portion for right-of-way. Beutler added that the engineer has

IDAHO FALLS PLANNING COMMISSION STAFF REPORT
Comprehensive Plan Amendment
Part of the NW¼ of Section 16, T2N, R38E
August 4, 2015



Planning and
Building Division

Applicant: Ellsworth &
Associates, PLLC

Location: East of and
adjacent to Woodruff Ave.,
south of Lincoln Road

Size: Approx. 38.131 acres

Existing Zoning:

Site: R-1 (County)
North: C-2, R-1 (County)
South: R-1
East: R-1 (County)
West: HC-1

Existing Land Use:

Site: Agricultural
North: Commercial,
Agricultural
South: Residential
East: Agricultural
West: Commercial

Future Land Use Map:
Low Density Residential

Attachments:

1. Comprehensive plan policies
2. Maps and aerial photos

Requested Action: To **recommend** to the Mayor and City Council approval of an amendment to the Comprehensive Plan Future Land Use Map from Low Density Residential to Commercial, Employment Center and High Density Residential.

Staff Comments: The Comprehensive Plan currently shows this area as Low Density Residential. Large commercial areas are designated west of Woodruff Ave. and north of Lincoln Road. Immediately north of this property the frontage along Woodruff Ave. is also designated commercial. The applicants would like to expand the commercial designation on the east side of Woodruff Ave. south to the Meppen Canal to create a node of commercial development. Additionally, the applicants are requesting a portion of the property be designated Employment Center and the remainder be shown as High Density Residential.

This pattern of buffering Low Density Residential areas (to the east) from Commercial and Employment Centers with High Density Residential is repeated throughout the Comprehensive Plan. The Plan highlights the area at I-15 and Sunnyside and the intersection of York Road and 5th West as examples. The Plan also suggests that in areas adjacent to arterials, such as this, that offices and clinics could also locate within the same area as high density housing, being compatible uses. The Plan indicates that Employment Centers should be located on major arterial streets in close proximity to commercial centers and near housing where both public facilities (streets and utilities) and commercial support services presently exist for these employment areas. Additional Comprehensive Plan policies that support these land use development patterns are listed in the following pages of this report.

Changes in this area have also occurred that would support the amendment, including the widening of Woodruff Ave. and the commercial area west of Woodruff beginning to be fully developed.

Staff Recommendation: Staff recommends approval of the Comprehensive Plan amendment to include the mix of Commercial, Employment Center and High Density Residential designations.

Commercial (Front Portion) Retail shops, restaurants, and offices.

- As discussed below, commercial development and employment centers are needed to serve residential areas; however, they should be developed as nodes, not strips, adjacent to arterial streets and on the perimeter of residential neighborhoods. (p. 67)
- Community commercial centers are planned to serve several neighborhoods and are located approximately 2.5 to three miles from each other or regional centers. They are centrally located to their service area and are situated at an intersection of two or more arterial streets. (p. 67-68)

Employment Center (North and east portion) Offices including technology related businesses, research and development laboratories, and limited retail uses as restaurants and business support services.

- As discussed below, commercial development and employment centers are needed to serve residential areas; however, they should be developed as nodes, not strips, adjacent to arterial streets and on the perimeter of residential neighborhoods. (p. 67)
- Other employment centers designated on the land use map are located near the airport or on major arterial streets in close proximity to commercial centers and near housing. Office complexes and research and development laboratories offer an opportunity to develop or redevelop these areas. Both public facilities (streets and utilities) and commercial support services presently exist for these potential employment areas. (p.70)

Higher Density Housing (southeast portion) Homes, apartments, and condominiums developed at densities of 8 to 35 units per acre.

- Higher density housing such as apartments are adjacent to collector and arterial streets. (p.66)
- Higher Density housing located as a buffer between commercial uses and single-family homes (p.66). Other areas in Land Use Plan as examples. Proposed regional center at I-15 and Sunnyside Road and at the intersection of 65th South (York Road) and 5th West (Park Road). This pattern is repeated for smaller commercial areas such as the one at 49th North and I-15 or 81st North and 25th East (Hitt Road). When adjacent to an arterial street such as York Road, offices and clinics may locate in the same area as higher density housing. Offices and clinics are an alternative or may be mixed with higher density housing in the area north of 25th Street and Community Park.

Comp. Plan Amendment Application Responses	Applicant Comment	Staff Comment
Explain how the proposed change is in accordance with the City's Comprehensive Plan.	The property is adjacent to an arterial street.	Comprehensive Plan policies are noted above.
What changes have occurred in the area to justify the request for a Comp Plan Amendment?	Commercial Development	The commercial area west of Woodruff, south of Lincoln Road, began developing in the mid 2000's. That area is close to being fully developed and now

		development pressures are beginning to move to the east. The widening of Woodruff Ave, a minor arterial, has also occurred in the last ten years making commercial and employment centers more feasible.
Are there existing land uses in the area similar to the proposed use?	Yes, to the north and to the west	HC-1 Limited Business is the predominant zone in the area. Much of the area includes commercial uses with higher density residential and single family uses to the south.
Is the site large enough to accommodate required access, parking, landscaping, etc. for the proposed use?	Yes	The proposed sited appear to be adequate for the intended uses.

RESOLUTION 2015

A RESOLUTION OF THE CITY OF IDAHO FALLS, IDAHO, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, AMENDING THE COMPREHENSIVE PLAN DESIGNATION IN THE AREA LOCATED NORTH OF KEARNEY, EAST AND ADJACENT TO WOODRUFF, WEST OF HITT ROAD, AND SOUTH OF LINCOLN; AND PROVIDING THAT THIS RESOLUTION BE EFFECTIVE UPON ITS PASSAGE, APPROVAL AND PUBLICATION ACCORDING TO LAW.

WHEREAS, pursuant to Idaho Code Section 67-6508, the City has a duty to conduct a comprehensive planning process designed to prepare, implement and periodically review and update its Comprehensive Plan; and,

WHEREAS, prior to making this recommendation to the governing board, the Planning Commission followed the procedures identified in Idaho Code Section 67-6509 for a Plan Amendment; and,

WHEREAS, the Council of the City of Idaho Falls, Idaho, desires to amend the Comprehensive Plan designation in the area located north of Kearney, east and adjacent to Woodruff, west of Hitt Road, and South of Lincoln, from Low Density Residential to Commercial, Employment Center, and Higher Density Residential, to better serve as a guide for future planning and zoning decisions by the City.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF IDAHO FALLS, AS FOLLOWS:

1. The Comprehensive Plan of the City of Idaho Falls, Idaho is hereby amended to change the designation for the area located north of Kearney, east and adjacent to Woodruff, west of Hitt Road, and South of Lincoln, from Low Density Residential to Commercial, Employment Center, and Higher Density Residential.

2. The change to the Comprehensive Plan designation shall become effective upon its execution by the Mayor.

3. The City of Idaho Falls Planning and Building Director is instructed to modify the official Comprehensive Plan Map located in the Planning Department office to reflect the change.

ADOPTED and effective this 10th Day of September, 2015.

CITY OF IDAHO FALLS, IDAHO

s/ Rebecca L. Noah Casper

REBECCA L. NOAH CASPER, MAYOR

ATTEST:

s/ Kathy Hampton

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 Resolution entitled, "A RESOLUTION OF THE CITY OF IDAHO FALLS, IDAHO, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, AMENDING THE COMPRHENSIVE PLAN DESIGNATION IN THE AREA LOCATED NORTH OF KEARNEY, EAST AND ADJACENT TO WOODRUFF, WEST OF HITT ROAD, AND SOUTH OF LINCOLN; AND PROVIDING THAT THIS RESOLUTION BE EFFECTIVE UPON ITS PASSAGE, APPROVAL AND PUBLICATION ACCORDING TO LAW."

s/ Kathy Hampton

KATHY HAMPTON
CITY CLERK

(SEAL)

REASONED STATEMENT OF RELEVANT CRITERIA AND STANDARDS

COMPREHENSIVE PLAN FUTURE LAND USE MAP AMENDMENT FROM LOW DENSITY RESIDENTIAL TO COMMERCIAL, EMPLOYMENT CENTER AND HIGHER DENSITY RESIDENTIAL FOR PROPERTY LOCATED NORTH OF KEARNEY, EAST OF AND ADJACENT TO WOODRUFF AVENUE, WEST OF HITT ROAD, AND SOUTH OF LINCOLN ROAD

WHEREAS, the applicant filed an application for a Zoning Amendment on July 2, 2015; and

WHEREAS, this matter came before the Idaho Falls Planning and Zoning Commission during a duly noticed public hearing on August 4, 2015; and

WHEREAS, this matter came before the Idaho Falls City Council during a duly noticed public hearing on September 10, 2015; and

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

I. RELEVANT CRITERIA AND STANDARDS

The Idaho Falls City Council considered the following criteria and standards and applied them to the final decision.

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 located north of Kearney, east of and adjacent to Woodruff Avenue, west of Hitt Road, and south of Lincoln Road.
3. The Comprehensive Plan identifies this area as Low Density Residential.
4. The Comprehensive Plan designates commercial area immediately to the north and west of this property.
5. The Comprehensive Plan indicates that Employment Centers should be located on major arterial streets in close proximity to commercial centers and near housing where both public facilities (streets and utilities) and commercial support services presently exist for these employment areas.
6. The Comprehensive Plan also suggests that in areas adjacent to arterials, such as this, that offices and clinics could also locate within the same area as high density housing, being compatible uses.
7. The Comprehensive Plan suggests repeating this pattern of buffering Low Density Residential areas from Commercial and Employment Centers with High Density Residential around areas where commercial nodes are established.

II. DECISION

Based on the above Reasoned Statement of Relevant Criteria, the City Council of the City of Idaho Falls approved the request for a Comprehensive Plan Future Land Use Map Amendment from Low Density Residential to Commercial, Employment Center and Higher Density Residential.

PASSED BY THE CITY COUNCIL OF THE CITY OF IDAHO FALLS

THIS _____ DAY OF _____, 2015

Rebecca L. Noah Casper, Mayor