

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

Thursday, November 12, 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 4 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. **Presentation:** Life Saving Award to Idaho Falls Police Officer Brandon Prince.
4. **Public Comment:** *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.*
5. **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. Items from the City Clerk:

1. Approval of Minutes from the October 5, 2015, Council Work Session and October 8, 2015, Regular Council Meeting.
2. Approval of Monthly Expenditure Summary for the month of October, 2015.
3. Approval of Monthly Treasurer's Report for the month of October, 2015.

4. Approval of License Applications, including Beer Licenses to Idaho Brewing Company, Krung Thep, and Snow Eagle Brewing and Grill, all carrying the required approvals.
5. Request for Council ratification for the publication of legal notices calling for public hearings on November 12, 2015.

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

6. **REGULAR AGENDA:**

A. **Community Development Services Department:**

1. **Public Hearing – Annexation with Initial Zoning of R-1, Development Agreement, Annexation Ordinance, Zoning Ordinance, Final Plat, and Reasoned Statements of Relevant Criteria and Standards, Yorkside, Division No. 2:** For your consideration is the application for Annexation with Initial Zoning of R-1, Annexation Agreement, Annexation Ordinance, Zoning Ordinance, Final Plat, and Reasoned Statements, Yorkside, Division No. 2. The Planning and Zoning Commission considered this item at its October 6, 2015, meeting and recommended approval. Staff concurs with the recommendation. This item 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 Annexation Agreement for Yorkside Division No. 2, and give authorization for the Mayor and City Clerk to execute the necessary documents.
- b. To approve the Ordinance annexing Yorkside Division No. 2, under the suspension of the rules requiring three complete and separate readings and that it be read by title and published by summary (or consider the Ordinance on the first reading and that it be read by title, or reject the Ordinance).
- c. To approve the Reasoned Statement of Relevant Criteria and Standards for the annexation for Yorkside Division No. 2, and give authorization for the Mayor to execute the necessary documents.
- d. To approve the Ordinance assigning a Comprehensive Plan Designation of Residential and establishing the initial zoning for Yorkside Division No. 2 as R-1 Zone, under the suspension of the rules requiring three complete and separate readings and that it be read by title and published by summary (*or consider the Ordinance on the first reading and that it be read by title, or reject the Ordinance*), that the Comprehensive Plan be amended to include the area annexed herewith, and that the City Planner be instructed to reflect said annexation, zoning, and amendment to the Comprehensive Plan on the Comprehensive Plan and Zoning Maps located in the Planning Office.
- e. To approve the Reasoned Statement of Relevant Criteria and Standards for the Initial Zoning of R-1 for Yorkside Division No. 2, and give authorization for the Mayor to execute the necessary documents.

f. To accept the Final Plat for Yorkside Division No. 2, and give authorization for the Mayor, City Engineer, and City Clerk to sign said Final Plat.

g. To approve the Reasoned Statement of Relevant Criteria and Standards for the Final Plat for Yorkside Division No. 2, and give authorization for the Mayor to execute the necessary documents.

2. **Public Hearing – Zoning Ordinance Amendments:** For your consideration is an ordinance with proposed minor modifications to the Zoning Ordinance. This is part of the Community Development Services program to make minor adjustments on an annual basis. The Planning and Zoning Commission considered these changes at its October 6, 2015, meeting and recommended approval. Staff concurs with this recommendation. The proposed changes are now being submitted to the Mayor and City Council for consideration.

RECOMMENDED ACTION: To approve the Zoning Ordinance amendments under the suspension of the rules requiring three complete and separate readings and that it be read by title and published by summary (or consider the Ordinance on the first reading and that it be read by title, or reject the Ordinance).

3. **Final Plat, and Reasoned Statement of Relevant Criteria and Standards, Fanning Addition, Division No. 2:** For your consideration is the application for Final Plat, and Reasoned Statement of Relevant Criteria and Standards, Fanning Addition, Division No. 2. The Planning and Zoning Commission considered this item at its October 6, 2015, meeting and recommended approval. Staff concurs with this recommendation. This item 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 Fanning Addition, Division No. 2, 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 Fanning Addition, Division No. 2, and give authorization for the Mayor to execute the necessary documents.

4. **Final Plat, Development Agreement, and Reasoned Statement of Relevant Criteria and Standards, Cach Estates, Division No. 1:** For your consideration is the application for Final Plat, Development Agreement, and Reasoned Statement of Relevant Criteria and Standards, Cach Estates, Division No. 1. The Planning and Zoning Commission considered this item at its May 16, 2015, meeting and recommended approval with the condition that Lot #3 not have direct access to Holmes Avenue. Staff concurs with this recommendation. This item 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 Cach Estates, Division No. 1, 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 Cach Estates, Division No. 1, and give authorization for the Mayor to execute the necessary documents.

B. Municipal Services:

1. **Renewal of Microsoft Software and Support For 2015-2016 Fiscal Year:** Municipal Services respectfully requests that the Mayor and Council authorize the renewal and support services for Microsoft Software and Annual Licensing fee from Dell Computer Corporation in the lump sum amount of \$133,596.37 from the State of Idaho Bid #SBP01388.

RECOMMENDED ACTION: To authorize the renewal and support services for Microsoft Software and Annual Licensing fee from Dell Computer Corporation in the lump sum amount of \$133,596.37, and give authorization for Mayor and City Clerk to sign any necessary documents (or take other action deemed appropriate).

2. **Bid IF-16-03 One (1) New Generation Step-Up Power Transformer:** For your consideration is the tabulation for the above subject bid. It is the recommendation of Municipal Services and of Idaho Falls Power to accept the lowest responsive responsible bid of Wenco, LLC to furnish a Vitpro Generation Step-up Transformer and spare parts for a lump sum amount of \$171,069.00.

RECOMMENDED ACTION: To accept the lowest responsive responsible bid of Wenco, LLC to furnish a Vitpro Generation Step-up Transformer and spare parts for a lump sum amount of \$171,069.00, and give authorization for Mayor and City Clerk to sign any necessary documents (or take other action deemed appropriate).

C. Idaho Falls Airport:

1. **Construction Contract - TMC Contractors, Inc., Apron Expansion, Deice Pad and Employee Parking Lot Project FAA AIP Project No. 3-16-0018-040-2015:** For your consideration is a construction contract between the City of Idaho Falls and TMC Contractors, Inc. in the amount of \$2,384,000.00 for the Apron Expansion, Deice Pad and Employee Parking Lot Project. On August 13, 2015, Idaho Falls City Council approved the Notice to Award to TMC and on September 24, 2015, ratified the acceptance of FAA Grant #40 which provides funding at 93.75% with the remaining costs covered under Airport budgeted funds. Although the construction of this project will not commence until the spring of 2016, we are seeking contract execution at this time to allow the contractor time to begin work on detailed Federal Aviation Administration submittals and crushing of materials in preparation for the critical pavement work. The City Attorney has reviewed said contract. The Airport Department respectfully requests approval and authorization for the Mayor and City Clerk to sign and execute said document.

RECOMMENDED ACTION: To approve the contract with TMC Contractors, Inc. for the Apron Expansion, Deice Pad and Employee Parking Lot Project and authorize the Mayor and City Clerk to sign and execute said document (or take other action deemed appropriate).

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:

OCTOBER 5, 2015

The City Council of the City of Idaho Falls met in Special Council Meeting (Council Work Session), Monday, October 5, 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 Ed Marohn
Councilmember Sharon Parry
Councilmember David M. Smith (by phone)
Councilmember Michael Lehto

Absent:

Councilmember Tom Hally

Also present:

Randy Fife, City Attorney
Kerry McCullough, Public Information Officer
Chris Fredericksen, Public Works Director
Jackie Flowers, Idaho Falls Power Director
Kathy Hampton, City Clerk

Mayor Casper called the meeting to order at 3:05 p.m. with Mayor and Council reports.

Councilmember Lehto had no items.

Councilmember Parry requested a second opinion regarding the Water Mitigation Plan. Brief discussion followed.

Councilmember Ehardt had no items.

Councilmember Marohn stated Fire Prevention Week will begin October 17, 2015.

Councilmember Smith had no items.

Mayor Casper reminded the Council of upcoming events including: BizFest on October 8, 2015; City Club on October 8, 2015, with the Attorney General in attendance for presentation regarding INL; Idaho Falls Fire Department graduation and promotions on October 9, 2015; and Hometown Hero Event in Pocatello on October 10, 2015. Mayor Casper distributed information regarding body-worn cameras and believes this will be a future topic of discussion.

Item from Public Works include:

Change Order Updates per Council Resolution No. 2015-09:

Director Fredericksen appeared and reminded the Council of the Resolution approved in February, 2015, authorizing the Mayor to execute and approve change orders meeting specific criteria. He stated since the approval of the Resolution, there have been 12 minor change orders, as listed below:

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Public Works Projects:

Pancheri Drive - Bellin Road to Skyline Drive

<u>Change Order</u>	<u>Amount</u>	<u>Original Contract</u>
1 LED Lights	\$13,607.15	\$3,549,178.00
2 Specification Change	(No Cost)	
4 Landscape Work	\$11,985.00	
Total Minor Change Order: \$25,592.15 (0.7%)		

John Adams Parkway Bridge Replacement

<u>Change Order</u>	<u>Amount</u>	<u>Original Contract</u>
10 Fence Replacement	\$810.00	\$826,932.70
11 Crack Abatement	\$23,400.00	
Total Minor Change Order: \$24,210.00 (2.9%)		

Sanitation Autoload Carts

<u>Change Order</u>	<u>Amount</u>	<u>Original Contract</u>
1 Cart Delivery to User	\$25,425.00	\$208,620.00
Total Minor Change Order: \$25,425.00 (12.2%)		

25th East (Hitt Rd) Improvements 49th South to Sunnyside Rd

<u>Change Order</u>	<u>Amount</u>	<u>Original Contract</u>
1 Punchlist items	\$23,502.00	\$2,154,263.65
Total Minor Change Order: \$23,502.00 (1.1%)		

Idaho Falls Power:

<u>Change Order</u>	<u>Amount</u>	<u>Original Contract</u>
1 Simmco Change	\$2,480.00 (0.5%)	\$534,752.00
2 Tight Line Media	\$1,000.00 (12.7%)	\$7,850.00
Total Minor Change Order: \$3,480.00		

Community Development - CRW Implementation:

<u>Change Order</u>	<u>Amount</u>	<u>Original Contract</u>
1 Additional Permit Types	\$5,000.00	\$242,755.00
2 Add. Onsite Visit	\$1,400.00	
3 Data Conversion Credit	\$-3,000.00	
Total Minor Change Order: \$3,400.00 (1.4%)		

Director Fredericksen referred to Resolution 2013-07 approved in March, 2013, regarding similar criteria for the Waste Water Treatment Plant (WWTP). He stated Resolution 2015-09 will supersede any previous Resolutions regarding change orders. Mayor Casper stated the purpose of the Resolution was to improve efficiency which Director Fredericksen believes is occurring. After brief discussion, it was decided the Council will receive change order updates on a semi-annual basis.

Presentations include:

Public Works Citizen Review Committee:

The Public Works Citizen Review Committee (CRC) members included; Bill Phoenix - Chair, Hope Forsmann, Syd Withers, Sam Pole, and Gerald Sehlke. Mr. Phoenix presented an overview of the CRC report stating the six divisions of the Public Works Department encompass a broad range of private services to ensure the citizens of Idaho Falls have a safe, orderly, and healthy community. The Department appears to be well run in a frugal, responsible manner and is an asset to the City. The Department in its current state is testament to the high level of support from Mayors and City Councils for many years. The employees appear to be happy, dedicated and effective as exemplified by Director Fredericksen. There are examples of forward proactive thinking ranging from preparedness for emergencies such as short-term and longer-term power outages and flooding, sleaving the inside of the sewer system piping, anticipating future sewer treatment and water supply needs, staffing and maintenance of equipment. The members of the CRC found serving on it to be a very interesting, enjoyable and educational experience and are pleased to report that the Public Works Department is generally being well managed and is in very good condition.

The following sections provide a summary of observations as well as recommendations made by the CRC for the Public Works (PW) Department and each of the Divisions. All committee members participated in the presentations.

PUBLIC WORKS DEPARTMENT

Observations:

1. The PW Department has a goal for long-term sewer infrastructure upgrade/replacement; similar goals should be established in a lifecycle plan for all Divisions that have large infrastructure and large capital equipment costs that require long lead time for planning and financing. The GIS system already contains the data/information necessary for tracking infrastructure/equipment attributes (e.g., infrastructure/ equipment type, installation dates, and estimated service life). The system can be expanded to include the cost, benefit, priority and risk attributes that are necessary for conducting life cycle planning. The system could then be automated with the appropriate flags for planning and tracking when various maintenance, upgrade and replacement projects are due based on their estimated service life, costs/benefits and/or their associated risks. Each of these attributes can be weighted based on estimated risks or established priorities.
2. The City Council strives to keep taxes and fees down, and that is admirable; however, as costs go up, either service goes down or budget deficits are incurred. For example, it has been seven years since the city raised water fees, therefore the Division has had inadequate funding to conduct routine upgrades or purchase critical equipment.
3. Emergency Preparedness for prolonged power outages appears to be well coordinated across the Water and Sewer Divisions, with Idaho Falls Power and Bonneville County. It does not appear that flooding will compromise the sewer system. There is sufficient storage and local generation at city wells and sewage lift stations to accommodate a power outage of up to 4 hours, and arrangements have been made with the County to replenish the generators if necessary. Portable generators can be brought to lift stations that do not have generators. The City recently conducted a drill to verify that personnel are trained and the necessary

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communication is in place. This Committee commends the City for its proactive and collaborative approach to Emergency Preparedness.

Recommendations:

1. The PW Department should conduct a campaign to inform the public about the services it provides and its activities associated with operating and maintaining the City's infrastructure. For example, information could be provided monthly or quarterly in a manner similar to Idaho Falls Power's current information campaign.
2. There seems to be a need for a more effective "advertising" effort regarding city services and for obtaining citizen input/interaction concerning basic infrastructure maintenance, improvements, and safety. The CRC recommends that the City consider expanding such efforts through the City utility billing and flyers regularly sent to their customers. Providing the PW Department more visibility at public functions may also help. Educating the community about the PW Department's mission and activities is difficult. Therefore, the City might consider a public relations or advertising consultant for suggestions on ways to do this effectively and efficiently.
3. The CRC recommends that the GIS Division implement a citizen hot-line for reporting and locating issues that need to be addressed by the various City Departments (e.g., pot holes, downed signs, broken and out of service lighting).
4. The CRC recommends that the PW Department utilize the City's GIS system to develop a life cycle management system for planning, managing and tracking the maintenance, upgrade and replacement of all critical and high-cost infrastructure and equipment owned and managed by the Department.
5. The CRC recommends that the Divisions implement life cycle upgrade/replacement plans, updated and presented annually to the City Council.

ENGINEERING DIVISION

Observations:

1. The City of Idaho Falls is growing in both size and population; however the staffing size of the Engineering Division is not. The CRC has concerns about the Engineering Division having enough staff to meet the needs of the growing city.
2. The Division is currently in need of help relative to inspection services, design personnel, surveying/deed researchers. A particular area of concern is the Division's inspection services, it appears it is understaffed and inspections are not always completed in what is perceived as a timely fashion.
3. The Division's biggest concern is the sheer volume of work it has to address versus a relatively small staff. Historically, the Division had more personnel to manage the load when Idaho Falls was a smaller city. With larger demands and smaller staffs, there are potential pitfalls relative to managing peak workloads and managing future loss of staff.

Recommendations:

1. The CRC recommends that the City consider adding additional full time staff to the Engineering Division and leveraging City employees in other divisions to be cross-trained as backups or support for the Division during peak times/seasons (e.g., during spring street painting and summer construction seasons). Doing so is critical for the continued success and maintenance of the quality level of service currently provided by the Division.

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2. The CRC suggests that hiring a small number of full-time employees could offset the need for hiring a larger number of temporary employees each year. The CRC believes that this would possibly be a wash budget-wise. By doing so, annual training time may be reduced and the ability to cross-training employees to support/backup other personnel in the Division could be increased; this is an option that is typically not available with temporary employees. The CRC believes that addressing this personnel issue will position the Division to address many of the other observations made by the CRC.

3. The CRC recommends that it would be prudent to hire additional inspection personnel to keep up with planned and emergent construction projects as Idaho Falls continues to grow.

4. The CRC recommends that the Division utilize the City's GIS system to develop a life cycle management system for planning, managing and tracking the maintenance, upgrade and replacement of all critical and high-cost infrastructure and equipment owned and/or managed by the Division. The Division should assess and update the GIS data/ information associated with its infrastructure and equipment on a regular basis. It should develop a consistent and systematic schema for estimating the cost and benefits, for establishing priorities and risks, and for weighting the various attributes. Each of the attributes that are necessary for conducting life cycle planning within the Division should be updated at least annually or more frequently if necessary.

5. The CRC recommends that the City Council consider making tax/fee adjustments on a more regular basis such that it does not periodically "shock" the taxpayers. More "real time" adjustments will allow the PW Department to better keep up with maintenance, repairs, upgrades, and replacements in a more sustainable manner.

6. Because the State Legislature has been reluctant to increase fuel taxes, the CRC recommends that the City consider other approaches to diversify the City's sources of income to support funding increases as needed. Although the State Legislature appears to be unwilling to supply adequate funding for meeting critical City services, infrastructure, and equipment needs, it will probably be loath to release the political power that comes letting the cities raise their own funding take care of their own needs. Therefore, the CRC recommends that the City consider negotiating alternative approaches such as a Local Option Tax, following the example of Utah. A change of this magnitude will require close collaboration by City officials and the State Legislature. However, it is recommended that the City pursue such options to obtain adequate funding to properly fund the City's essential services and infrastructure.

GIS DIVISION

Observations:

1. It appears that there is insufficient staff to meet the growing needs as the City's GIS system becomes more widely used throughout the City's various departments. The CRC's biggest concern is the sheer volume of work the GIS Division has to address with its staff of one. The GIS coordinator is the only person in the Division and he does not have adequate backup personnel. The CRC is concerned about having someone that is trained and has sufficient experience with the City's system to take over seamlessly in case the current GIS coordinator is no longer able to serve or to work with him if he needs assistance.

2. The GIS system has limited metadata (i.e., information about the data contained in the GIS system).

3. The Division's collaborative data sharing program with Bonneville County and the City of Ammon is a positive program and a good use of city resources.

Recommendations:

1. There is only one employee that performs the function of managing the GIS system for the entire city. While there are employees in other divisions who use the GIS database, they do not have the overall knowledge and experience to administer the entire system. The CRC recommends that the city consider methods to correct this potential “single point failure”. It would be very difficult, expensive and time consuming to replace the current GIS coordinator. Therefore, the CRC recommends hiring a second employee to work with and train to back-up the GIS coordinator. The CRC believes that hiring a second employee would position the GIS Division to address numerous other observations/recommendations provided in this report.
2. If hiring a second employee is not feasible due to budget constraints or other issues, then the CRC recommends that the City cross-train one of the GIS users in another division to act as a back-up.
3. The CRC recommends that the Division modify the City’s GIS system to accommodate and automate a life cycle management system for planning, managing and tracking the maintenance, upgrade and replacement of all critical and high-cost infrastructures and equipment owned and/or managed by each Division within the PW Department, as determined to be appropriate. The GIS Division should assist other Divisions in developing a consistent, holistic and systematic schema for estimating the cost and benefits, for establishing priorities and risks, and for weighting the various attributes. The Division should develop the code necessary for automating the life cycle assessment schema and to easily input the data/information and develop status reports on an annual or more frequent basis.
4. The CRC recommends that metadata be developed and maintained for all long-life, critical, large-capital-cost infrastructure and equipment owned and/or operated by the City. The Division should develop a consistent approach and a prioritization scheme for developing and maintain the appropriate metadata. It may be possible to use interns to help input metadata.
5. The CRC recommends that the GIS program expand its current collaboration efforts and take advantage of the expertise and the data/information available from other sources that have strong GIS programs, such as the INL and the Idaho Department of Water Resources (IDWR).

SANITATION DIVISION

Observations:

1. Costs in the Sanitation Division primarily occur from labor and equipment costs. The Division has concerns relative to the number of injuries associated with the collection of solid waste. Therefore, it has a plan in place to convert its fleet from hand-load to auto-load service in residential areas. Once this conversion is fully implemented, it will result in a change from eight hand-load vehicles to six auto-load vehicles and the existing four tilt-load and seven side-load dumpster trucks for commercial collection. Full implementation of auto-load will be phased in to allow for natural attrition of employees and, therefore, avoid layoffs/forced downsizing. The CRC believes that this is a prudent and cost effective approach to managing this service.
2. Recycling is available via dispersed, stationary city recycle bins and private providers. The cost to provide this service is about the same as the funds the city receives from the sale of the recyclable materials to local recycling businesses. This is an important service to the citizens of Idaho Falls and the CRC commends the City for maintaining this service. Some council members favor a mandatory recycling program.

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3. The rates for city solid waste pickup are less than those for privatized service in the area.
4. A Municipal Equipment Replacement Fund (MERF) is in place that funds equipment maintenance and replacement. The CRC commends the City for planning ahead for the replacement of equipment. The operation and management of the MERF should be considered a good example for developing a proactive, sustainable funding source for maintaining and replacing other long-lived and high-capital-cost equipment and infrastructure.

Recommendations:

1. The CRC recommends incorporating street-sweeping within the Sanitation Fee structure thereby making general funds available for higher-priority Street Division maintenance needs. The CRC believes residential street-sweeping should be a function of the Sanitation Division because it is a cleaning and removal process.
2. The CRC recommends incorporating snow removal within the Sanitation Fee structure thereby making general funds available for higher-priority Street Division maintenance needs. The CRC believes snow removal should be a function of the Sanitation Division because it is a cleaning and removal process.
3. The CRC recommends that the Division consider options for increasing residential and commercial recycling in the city (including coordinating between the city and private recycling entities). The CRC believes that this service, if fully assessed relative to the cost of building, maintaining and operating an engineered land fill, is cost-effective and it provides tangible benefits to the environment (hence the citizens of Idaho Falls). Therefore, it is an important service to maintain and to expand to the extent feasible. However, the extent to which this service is expanded should be based on fiscal costs and benefits, general public views, and feasibility.

STREET DIVISION

Observations:

1. The Street Division is underfunded due to decreasing revenues from state and federal fuel taxes, long delays between increases in gasoline taxes (e.g., no increases between 1996 and 2015), and increased construction costs. Additional funds are or will be needed to adequately maintain and upgrade Idaho Falls' streets. Funding sources are currently from fuel and sales taxes, and the general fund.
2. Some older neighborhoods of the city of Idaho Falls are without paved streets. These properties have paid property taxes for many years but not received the full benefit of an orderly and attractive neighborhood. According to the county tax office, property valuations are not influenced by the presence of paved or unpaved streets, hence these properties have not received the benefit of reduced property taxes, as some believe. Consequently, there is a strong argument that the City should consider implementing some form of paving streets in these neighborhoods.
3. Under normal conditions, developing and paving streets is completed as a new area is developed with costs to the developer recouped through property sales. Additionally, under other circumstances, the city may charge property owners for their share, in linear feet in front of their property, of the costs of paving. However, it seems appropriate to suspend those costs since the owners of these properties have paid property taxes for such a long time. A full upgrade, including storm sewer, curb and gutter, and top tier paving, may not be fiscally achievable. However, the city could proceed with paving the neighborhoods in question using

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recycled asphalt accumulated from prior street resurfacings. This material is on-hand so costs would be relatively low. Not installing curb and gutter or storm sewers would likewise minimize costs.

4. Paving these neighborhoods would improve the overall appearance of the city and reduce the cost of continual maintenance of the unpaved streets. Paving one or two areas at a time over a number of budget cycles would help minimize cost impacts on ongoing and/or major street maintenance and upgrade projects.

5. Street cleaning is predominantly a seasonal activity conducted by the Street Division. Winter is down time while snow is on the ground. During the winter the Street Division shifts its efforts to snow removal and maintenance for the safe and continued use of city streets.

6. The budgeted allowance for street cleaning comes from previously mentioned sources. However, street cleaning, especially fall leaf pickup, could be considered a subset of solid waste pickup services. Sanitation costs are covered by a monthly user fee and typically do not impact the city's general fund. If street cleaning is included in the Sanitation Division's fee structure, then cost of this service could be covered by the Sanitation Division's user fee.

Obviously this would necessitate an increase in the current Sanitation Division's user fee. However, based on PW presentations, there are 23,521 residential and 1,800 commercial sanitation accounts in the City of Idaho Falls. If street cleaning costs were spread equally over the combined 25,321 accounts, they would increase the 2014-2015 budgeted sanitation fee \$0.819/month or 8.59%. The current cost of Idaho Falls' monthly residential sanitation fees is \$9.45. An increase of \$0.819 per month would increase the monthly cost to \$10.27. Ammon currently charges \$10.00 per month and Pocatello charges \$16.40 per month for residential solid waste pickup. Pocatello also charges extra for leaf pickup. An increase of \$0.819 per month would be a minimal increase as it could be implemented over two budget years to minimize any perceived hardships

7. Snow removal for any northern community can be and often is a significant budget requirement. Due to the vagaries of weather, budgeting for snow removal is difficult to estimate. Snow removal year-to-year is provided by the City, which augments its work force with the use of contracted equipment and personnel. The costs which are difficult to estimate are covered in part by general funds. Cost reduction would be beneficial and might result in a reduced dependence on general funds. Reducing the need for general funds in the Streets Division may be achieved through a reduction in the extent of snow removal or recovering the costs through service/user fees. As with street sweeping, snow removal could be a subset of the Sanitation Division's user fees with only a modest monthly increase. Snow removal is divided into two segments, removal of snow from primary arterial routes and later management and removal of snow from secondary roads and neighborhood streets. In Idaho Falls snow removal is somewhat dictated by Idaho National Laboratory (INL) bus routes. However, these routes have changed somewhat over the years. The CRC recommends that the city review which streets are classified as primary arterial routes based relative to the number of reduced routes and/or routes that have been discontinued by the INL. In addition, cost reductions may be achieved by the city not committing to early and immediate snow removal of those routes, and by enforcing the ordinance requiring home owners to not shovel or blow snow from their sidewalks and driveways into the streets, but to remove snow to their yards to aid in snow management.

Recommendations:

1. The cost of maintaining city streets remains underfunded even with the recent increase in state fuel taxes. The CRC recommends that the Idaho Falls City Council, continue to push the Legislature for adequate funding to accommodate projected growth and for operating,

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maintaining, upgrading and replacing the City's streets. Other alternative sources of funding should also be considered to help make up for the cumulative shortfalls the City has been experiencing for many years.

2. The CRC recommends that the unpaved streets in longtime residential areas should be paved using City funding/resources. It is recommended that the drive path of these streets be paved, as a minimum, if full paving (e.g., including storm water sewer drainage, curbs, and sidewalks) is too expensive in some areas. In addition, the CRC recommends that recycled paving materials be considered for such uses, in addition to other appropriate areas/projects around the city.

3. The CRC recommends that the classification of all primary and secondary roadways be reviewed and adjusted on a regular basis. For example, legacy snow routes, such as old INL bus routes, to be reclassified from primary to secondary, where appropriate.

4. The CRC recommends that street sweeping be considered as a subset of the Sanitation Division with a concurrent increase in the sanitation fee to cover street sweeping costs.

5. The CRC recommends that snow removal be considered a subset of the Sanitation Division with a concurrent increase in the sanitation fee to cover snow removal costs.

SEWER DIVISION

Observations:

1. The Sewer Division has one of the largest budgets in the City. This is largely due to the cost of infrastructure; in addition, there are also relatively large operational costs. However, the waste water treatment plant and conveyance systems seem to be very well operated and maintained and they seem to have adequate surplus capacity to address future growth within the City.

2. A \$21M project was undertaken in 2012 to upgrade the waste water treatment plant. The upgrade is anticipated to enhance odor abatement which has occasionally been a problem. The project was on schedule and within budget as of July 2015.

3. The waste water treatment plant seems to have adequate redundancy and backup for emergency power, as do the lift stations.

4. The Division is in need of a proactive, sustainable funding source for maintaining, upgrading and replacing their long-lived and high-capital-cost equipment and infrastructure. The City's existing MERF should be considered a good example for developing such a fund.

5. There are some State of Idaho, Department of Environmental Quality (DEQ) and U.S. Environmental Protection Agency (EPA) issues with treating wastewater effluents such as ammonia and phosphates which may require more advanced and more expensive treatment in the future.

6. There are potentials for metals, pathogens, phosphates and ammonia to be deposited in the biological solids (sludge) the City delivers to farmer's fields for land application. Therefore, the Division must test the sludge prior to field application. In addition, there are growing concerns relative to monitoring for and treating Emerging Contaminants (e.g., pharmaceuticals, prescription drugs and over-the-counter medications, flame retardants, detergents, and new types of herbicides and pesticides). If these contaminants become regulated, they may require more advanced and more expensive treatment in the future.

7. Storm-water discharges to "waters of the U.S." are regulated by the Clean Water Act. At present, numerous City storm-water sewers discharge unfiltered/unsettled storm water directly to the Snake River and to local streams and canals (which are "waters of the U.S."). Although EPA and DEQ are currently not aggressively pressuring small to medium cities to

reduce/eliminate storm-water discharges, they will most likely begin focusing on this issue in the near-term.

8. There are potential operations and revenue issues related to the malting plants, south of the City. Currently, the malting plants contribute a significant amount of waste materials to the City sewage system that relate back to the biological oxygen demand (BOD) and total suspended solids (TSS) treated by the City sewage system. This adds to the waste loads that must be treated by the system (a negative); however, it also generates significant fees for the City (i.e., about \$1 – 2.5 million annually, a positive). Currently, the malting plants are planning on building their own treatment facilities to reduce the BOD and TSS loads that they discharge to the City's system. If the malting plants do implement their own treatment system it will change the content and the flows into the City's system, it will affect system operations and it will likely result in reduced wastewater treatment fees to the City, hence requiring increased fees for other City system users.

Recommendations:

1. The CRC recommends that the Sewer Division continuously perform and maintain impact analyses for all large entities (e.g. malting plants) that may significantly impact the volume and/or characteristics of waste water and subsequent treatment needs for the purpose of long-term planning, and for developing appropriate and sustainable service cost recovery rates and mechanisms.

2. The CRC recommends that the Division assess the risks and liabilities associated with the discharge of untreated storm water to the Snake River and other "waters of the U.S." The Division should develop a long-term prioritization and remediation plan to begin proactively eliminating these discharges in accordance with current regulations. In addition, the CRC recommends that the City implement a project/a select number of projects each year to spread out the cost of implementing this program – i.e., using a phased approach.

3. The CRC recommends that the Division utilize the GIS system to develop a life cycle management system for planning, managing and tracking the maintenance, upgrade and replacement of all critical and high-cost infrastructure and equipment owned and/or managed by the Division. The Division should assess and update the GIS data/ information associated with its infrastructure and equipment on a regular basis. It should develop a consistent and systematic schema for estimating the cost and benefits, for establishing priorities and risks, and for weighting the various attributes. Each of the attributes that are necessary for conducting life cycle planning within the Division should be updated at least annually or more frequently if necessary.

4. The CRC recommends that the City develop a Sustainability Sewer Infrastructure and Equipment Fund (analogous to the Municipal Equipment Replacement Fund (MERF) for rolling equipment). It is recommended that the City set aside an adequate percentage of the Division's annual revenues in a rolling fund dedicated to the sustainable replacement of sewer lines, pump/lift stations, and other large, critical infrastructure and high-cost-capital equipment.

WATER DIVISION

Observations:

1. The water system seems to have adequate redundancy and backup for emergency power.

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2. The Division is in need of a proactive, sustainable funding source for maintaining, upgrading and replacing their long-lived and high-capital-cost equipment and infrastructure. The City's existing MERF should be considered a good example for developing such a fund.
3. There is adequate isolation and flow for the city's water tanks; however, many water tanks and pumps are quite old and may need to be upgraded or replaced in the not too distant future. The city uses 19 wells in the summer and four in the winter, so most water is used for landscape irrigation.
4. Growth prospects for eastern Idaho and the Idaho Falls area could and most likely will accelerate in the foreseeable future. Increased growth will ultimately require additional water wells, storage tanks, lift stations, and piping. The need for additional infrastructure could be forestalled if the demand for water was reduced. For example, Commercial customers are charged a use rate based on water meter readings; providing feedback on their water use and a monetary motivation for reducing water use. However, Residential customers are currently not metered in Idaho Falls and water meters are not in place to meter most residential water users; hence there is little motivation for Residential customers to reduce their water use.
5. Idaho Falls currently requires all new residential construction to provide a meter pit with connections for installation of a future water meter. By installing the meter pit at the time the water line is installed with each new construction, the cost of excavation and backfill to install a meter at a later date is eliminated or reduced. Meter pits currently cost over \$700 each when purchased in bulk.
6. Idaho Falls water rates are significantly lower than other cities in Idaho. The CRC understands the City's desire to keep water rates low; however, the city needs to decide whether keeping them artificially low is advisable if low rates inhibit the Division from implementing the appropriate operations and maintenance tasks necessary for ensuring the long-term health of the City's water system.
7. Current charges for cost of water service are evenly distributed among residential customers at a uniform rate of \$21.00. This means, in terms of residential customers, pricing is equal regardless of lot size, hence, water use. Smaller residential lots in the numbered streets, essentially subsidize areas such as Stonebrook, Rose Nielson, and other large-lot subdivisions. The cost of water service/usage should ideally be based on the volume of water used. However, Idaho Falls does not have residential water meters which would allow water costs to be charged based on the volume of water used. Installation of residential water meters would help educate citizens relative to the amount of water they use and, potentially self-regulate their use; allow the City some flexibility relative to demand management; and allow a more equitable distribution of service and usage costs. However, retro-fitting existing residential properties for water meters have, thus far, been deemed overly expensive.

Recommendations:

1. The CRC recommends that the Division utilize the GIS system to develop a life cycle management system for planning, managing and tracking the maintenance, upgrade and replacement of all critical and high-cost infrastructure and equipment owned and/or managed by the Division. The Division should assess and update the GIS data/ information associated with its infrastructure and equipment on a regular basis. It should develop a consistent, holistic and systematic schema for estimating the cost and benefits, for establishing priorities and risks, and for weighting the various attributes. Each of the attributes that are necessary for conducting life cycle planning within the Division should be updated at least annually or more frequently if necessary.
2. The CRC recommends that the City develop a Sustainable Water Infrastructure and Equipment Fund (analogous to the MERF for rolling equipment). It is recommended that the

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City set aside an adequate percentage of the Division's annual revenues in a rolling fund dedicated to the sustainable replacement of water lines, tanks, pump/lift stations, and other large, critical infrastructure and high-cost-capital equipment.

3. Idaho Falls should develop a rolling 25-30 year planning cycle to ensure future water supply security and to develop and implement an equitable cost of service plan.

4. As an interim measure, the CRC recommends a user fee charge for water service based on lot size/actual water use.

5. The CRC recommends that the City follow the City of Ammon's approach of installing water meters (Reference 9). This should include preparing a phased multi-year plan to install water meters.

6. The CRC recommends the City modify city code as necessary in order to require the installation of meter pits for all new structures receiving city water and all upgrades to service lines from city mains to residential customers. In addition, the City should consider modifying city code as necessary in order to require the installation of water meter for all new structures.

UNINCORPORATED PROPERTIES

Observations:

The City of Idaho Falls is currently pock-marked with "in-holder" (county island) properties that are technically not in the City, but in Bonneville County, that receive services and benefits directly and indirectly from the City. However, these costs of service are not fully recouped by the City through property taxes since these properties are taxed by the county. Most of these in-holder properties were connected to or use City services based on a *priori* agreements to be annexed into the City once their properties were contiguous with the City boundary. However, many of these properties are now contiguous, but the property owners have refused to be annexed into the City. Currently, the costs of services and benefits to these county properties are provided for and/or are subsidized by Idaho Falls tax payers. The longer this situation continues the more difficult it may become to annex and tax those unincorporated properties within the City. Lost tax revenues and increased operating and maintenance costs will also continue to grow over time. Lost tax revenues and increased costs will have to be offset by increased taxes to Idaho Falls residents as operational and maintenance costs continue to creep upward.

Recommendations:

The City of Idaho Falls should initiate a program of annexation of in-holder properties for tax and service reasons and consolidate the city boundaries. Prioritizing and selectively targeting a few properties annually may aid in the eventual annexation of all in-holder properties currently in the City.

Brief general discussion followed.

Idaho Falls Power Citizen Review Committee:

The Idaho Falls Power Citizen Review Committee (CRC) members included; Arthur Kull – Chair, Thomas Baldwin, Donald Macdonald, Kris Millgate, Lonnie Mollberg, Kurt Myers, Bri Rolston, John Snyder, Roderic Thomas. Mr. Kull stated the CRC found that Idaho Falls Power (IFP) is a well-run organization with highly competent staff. The fact that IFP has the lower

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power rate in Idaho speaks to this. He indicated there are several recommendations from the CRC, which highlights include:

POLICY LEVEL RECOMMENDATIONS (Responsibility of the City Council)

- 1- On a strategic level, we recommend IFP establish a long-term strategic plan. We suggest a plan projected out for up to 20 years so it is cohesive with the city's growth plan. The plan should also establish:
 - a) Power generation, transmission & distribution investment plan (Rec 5.1).
 - b) Coordination of the transmission and distribution infrastructure with other jurisdictions (Rec 6.1).
 - c) Power pricing mechanisms that take into consideration distributed generation and/or other emerging technologies (Rec 1.1).
 - d) Long-term parts replacement plan and budget (4.1).
- 2- We recommend a utility board be established to help IFP develop, maintain and implement a long- term strategy (Rec 1.2).
- 3- We recommend tackling any security weaknesses in the city's IT infrastructure immediately (Rec 2.1). Although we estimate that IFP's IT security is adequate, there may be a weakness in the links with the city's billing system. As demonstrated by the effects of an attack on the Sony Corporation, it could be devastating to the city.
- 4- We recommend the formation of an IT CRC for a thorough review of the IT infrastructure, both hardware and software (Rec 2.3).
- 5- We recommend expanding the city's fiber network. An opportunity exists in IFP's bandwidth by leveraging the fiber network for business development (Rec 8.1), and by connecting the Fiber Network to homes (Rec 8.2).

EXECUTIVE LEVEL RECOMMENDATIONS (Responsibility of the Mayor and/or IFP staff)

- 1- On the organizational side, we recommend creating a plan of succession and bench depth for the management of power sales and power supply purchases (Rec 1.8).
- 2- We recommend a periodic review of key employee compensation levels (Rec 1.4).
- 3- We recommend a review of the interdepartmental service allocation mechanism, especially since that influences power pricing (Rec 3.1). The city's interdepartmental charges for services rendered are not transparent and do not seem to reflect the actual amount of services. We also recommend the consolidation of utility billing from municipal services to IFP (Rec. 3.2).
- 4- We recommend several cost reduction considerations.
 - a) Seeking Renewable Energy Credits (Rec 1.6).
 - b) Enforcement of ordinance that requires cost of power extensions be charged to developers or commercial interests requiring extensions (Rec 1.7).
 - c) Implementation of Smart Grid technology to enable Voltage Conservation Reduction system wide (Rec 6.3).
 - d) Charging smart meter opt-outs the additional costs incurred (Rec 6.4).
 - e) Implementation of remote connect/disconnect on meters (Rec 6.5).
 - f) Elimination of third party media buys (Rec 9.4).
- 5- We recommend better coordination of traffic light programming between ITD, Public Works and IFP (Rec 7.1) due to several complaints about traffic flow disruptions. Traffic light controls are equipped with capabilities to adjust to traffic volume. We recommend they be used (Rec 7.2).

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- 6- We recommend the following in order to improve customer service:
- a) The use of a call center software to better coordinate responses to inquiries from customers (Rec 9.1).
 - b) Improve IFP's web presence (Rec 9.3).
 - c) Use Marketing Intelligence Programs for IFP customer messaging (Rec 9.5).
 - d) Consider alternative delivery programs such as pre-pay and level pay (Rec. 9.6).

All recommendations are listed below:

Business Strategies/Operations Management

1-Develop Business Strategies to guide business decisions.

The advent of new technologies such as distributed generation or other may disrupt the current business model used by IFP. The CRC recommends IFP develop business strategies to account for such developments

Example: There are currently seven customers with solar panels that are involved in a net metering agreement. Should such distributed generation become a significant offset to IFP's purchase of power, IFP would still be responsible for the maintenance of the infrastructure of power distribution to those customers, since they would feed power to the distribution network during the day and draw during the night (and on cloudy days). The net of this would be that IFP would deliver less power overall, which would decrease its income from power sales while having to maintain the current distribution system. Other customers shouldn't be asked to pay for the maintenance of the infrastructure serving those on net metering, IFP should figure out how to charge net metering customers to cover infrastructure maintenance costs.

There may be other technologies that could cause similar disruptions if not addressed.

2-Form a Utility Board.

As a \$60 million enterprise, IFP needs the equivalent of a board of directors to act as a sounding board for IFP's management and city council regarding rates, rules, regulations and management issues. We feel that the city council, due to their many different areas of involvement, as well as the time needed to address issues in the city's utilities areas, needs a utility board to discuss and develop recommendations. We therefore recommend the city establish such a utility board to include IFP and water and sewer departments.

3-Create a citywide safety officer position.

In reviewing the effort to develop and administer an employee safety program, we were made aware of the fact that each city division does it on its own. Any organization the size of Idaho Falls has a safety officer who coordinates policies and programs in the organization's divisions. The safety officer can be part of risk management or HR functions, but often is reporting directly to the CEO depending on the emphasis needed.

4-Regularly review compensation of key IFP staff.

After hearing assistant general manager Bear Prairie's presentation about 1) his skills/background, and 2) the impact of his trading knowledge when negotiating and managing power purchases, we became very aware of the lack of bench depth/strength in that area (see Rec. 1.8). Shortly thereafter, an article in the Post Register reported the compensation issue for both the general manager Jackie Flowers and Prairie. That is when we realized that regular compensation benchmarking needs to be recommended for positions deemed critical within IFP.

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5-Develop a plan for single integrated utility metering and communications infrastructure. IFP customers with smart meters can view their power usage by logging on to the City website. The display shows the daily usage in KWh per day over the last 30 days.

During the pilot phase of the smart meter project, some customers received metering units that could display the instantaneous usage of their system.

The CRC's recommendation is to extend that capability to all customers and to structure it in such a way that other metered utility usage, such as water, could be displayed via the internet, once the decision to meter water usage is made.

It appears, however, that the smart meters currently installed only transmit metering information every 15 minutes for commercial accounts and hourly for residential units. In order to extend the capability to display instantaneous consumption of power or water, additional equipment would be required. A cost/benefit analysis needs to be done to determine the feasibility of such a service.

6-Support regional efforts to qualify all hydropower for Renewable Energy Credits.

The Old Lower Plant (OLP) was damaged in the 1976 Teton Dam Flood. The Plant has been offline since 2011. The rebuild of the OLP began in 2014 and is expected to be completed in 2016. Two 1.5 megawatt generators are being repaired and the building repainted inside.

When queried about whether the operational improvements and increased capacity for the OLP would qualify the refurbished generators for creation of Renewable Energy Credits (REC), IFP management expressed concern that, since only efficiency improvements would qualify, the effort needs more research to determine the benefit once the plant is commissioned.

Qualification of these generators for REC would represent an additional revenue source for IFP, a contribution to the State of Idaho's compliance with the EPA's Clean Power Plan or both. It is the understanding of the CRC that IFP management is pursuing this qualification for the OLP and is in discussions with regional electric utilities regarding the broader question of the qualification of hydropower in general for REC.

The CRC supports IFP management in their effort to qualify the OLP generator improvements and hydropower in general for REC.

7-Enforce ordinance that requires cost of power infrastructure extension be placed on the developer or commercial interest requesting service.

IFP cost-of-service pricing could be more transparent to customers and will need to be reviewed and possibly updated to accommodate increased commercial and industrial growth in the community and to accommodate the impact of increased distributed electrical generation.

This ordinance benefits all by providing transparent costs to residential developers and to commercial and industrial customers. They will know in advance what their costs will be from published rates for power line extensions. The public in general will have access to such rates and can make an informed comparison of cost-of-service pricing among the larger electricity customers.

The CRC was provided with a document entitled *Powerline Extension ORD v3* that proposed adoption of Chapter 14, Title 8, City of Idaho Falls code. The document was drafted with an unknown passage date during the year 2015.

The CRC recommends adoption of the proposed ordinance, if not already adopted, and expresses its concern that the ordinance be enforced.

8-Establish a plan for succession and bench depth for power supply management.

Since IFP only generates 30% of the total power sold to customers, the organization relies on external power purchases for 70% of its demand. This is achieved through a mix of power

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sales, supply and transmission agreements with Bonneville Power Administration, Utah Associated Municipal Power Systems, Rocky Mountain Power and Idaho Power as well as power purchases on the open market.

Total volume: ~\$40 million.

Assistant general manager Bear Prairie has the expertise necessary to manage this power supply on a least cost basis. Should Bear Prairie leave the organization, the management of the power supply could be managed by a third party, such as The Energy Authority (TEA), at a cost of \$850,000.

The CRC has determined that this function is too important to be outsourced and recommends that a staff structure be established that achieves both bench strength and bench depth to secure and develop the necessary expertise in house.

Information Technology

1-Establish citywide Information Technology security program.

Idaho Falls recognizes the need for information technology networking among its 11 divisions. Therefore, the city leveraged its assets with IFP to create and manage a citywide fiber optic network. This network creates tremendous business opportunities for the city (Rec 1.1).

The current network security provisions within IFP appear to the CRC to be adequate. However, the CRC has concerns about the security of connections between IFP and other city divisions and among the other 10 divisions. The CRC also has concerns about the potential for cyber attacks on IFP that would interrupt or compromise IFP's ability to provide power to critical city infrastructure and public services.

The CRC suggests:

- the new IT security program include a review of all external IT connections to determine the risks associated with these connections, both individually and collectively
- any high risk connection be terminated, or secured immediately to the extent possible
- all external connections be standardized to maximize security
- the IT security policies and provisions for all providers and contractors be reviewed
- the city request IT security guarantees from all existing providers and contractors
- the city develop standard IT security specifications for future providers and contractors

Given the potentially huge negative impact of cyber theft or attack, the CRC urges city management to take action on this recommendation immediately.

Given the potential damage caused by an interruption or loss of electricity to the city, and the IT interconnections with other city departments, the CRC suggests that an in-depth review of all city IT security policies, procedures and infrastructure be considered critical and urgent.

Like the Municipal Services CRC (recommendations 10 and 20), this Committee has concerns that city-wide risks from cyber threats are real and question whether city IT policies, procedures and infrastructure provide a reasonable and adequate level of security. A review would answer the question, but not address any deficiencies or solutions.

There is one action the city can take to improve IT security, regardless of the findings of a review. That would be to consolidate all relevant city utility billing/accounting functions, i.e., data capture, storage, access and use, within IFP.

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IFP already has electronic data acquisition, storage and reporting infrastructure in place for electricity use, accounting and billing. The CRC believes IFP has a good level of cyber security in place for its functions.

2-Pursue security guarantee and standard bid specification language from providers and contractors.

The city, and its divisions, communicate through information technology networks with outside providers and contractors. Each entity is likely to have varying levels of security for their own data and connections. Each of these IT connections presents an opportunity for cyber penetration of the city's intranet. In addition, there are likely to be a large number of such connections with varying levels of IT security.

Such guarantees would also help reduce risks associated with IT security insurance.

3-Establish a CRC for city's Information Technology function.

The city can take advantage of the large pool of citizens in Idaho Falls who are highly qualified in IT security. A CRC could provide expertise to review existing infrastructure, to review security policies/procedures, to make recommendations for improvements, to monitor progress on recommended improvements, to act as a resource for the mayor and council and to act as a liaison between the city and the community.

Because of the potential business opportunities and security concerns associated with the city's IT network, the CRC recommends this matter be given a high priority.

Budget/Accounting

1-Review the basis of all fund transfers between IFP and the city and modify these bases as necessary to provide greater transparency to division managers, elected city officials and the public.

IFP transfer of funds to and from the city (for services provided by each entity) is not transparent. For example, the basis for allocation of overhead transfers is not apparent to the CRC.

The Municipal Services Citizens Review Committee also commented on this issue saying, "The fixed allocation percentage method is not transparent to the department managers. It is arbitrary and may not have any bearing on the actual expense incurred. A single method based on measurable allocations should be applied in order to determine true department cost, such as the golf courses which are not being charged overhead expense at all."

The response from the Municipal Services Division says, "The committee's observations and suggestions are under review."

Because IFP is an enterprise that generates significant revenue to the city, over and above the internal fund transfers, the CRC believes any such changes will not have any material financial impact on IFP. However, such changes may improve division managers' and the public's understanding of, and appreciation for, the true costs incurred by each city division when providing services to other divisions.

Possible changes that may improve transparency:

- It may be helpful to division managers and the public to have all Idaho Falls city divisions' power bills paid back to IFP on a power-consumed basis.
- It may be helpful to change the fund transfer formula to reflect the cost of services provided.
- It may be helpful to implement service agreements, and work orders when appropriate, between city divisions.

2-Evaluate transfer of utility billing/accounting function to IFP.

The CRC also understands that, at the present time, all other city utility departments use flat-rate billing procedures. Therefore, it appears IFP could accommodate these additional functions without undue concern. The CRC also understands that IFP is cooperating with the city's water department to test integration of water meters with IFP's AMI system to allow remote read capability. If the city decides to begin metering and charging for level of water use, the combined billing/accounting functions would be beneficial.

The Municipal Services CRC also recommended the consolidated utility billing/accounting functions be relocated to the IFP Energy Center. The IFP CRC does not support use of the Energy Center per se for this function. The Energy Center serves about 2,000 visitors a year who tour the IFP facility. It is used by IFP to hold monthly safety meetings and for other conference/training needs. It served as the starting place for this committee's tour of IFP facilities. The visitors every year include school children. The Energy Center is an exceptional tool for educating the next generation of electricity consumers and producers.

CRC Findings and Comments Regarding the IFP Budget/Accounting Process.

The CRC review of the IFP budget and accounting processes was eye-opening. The CRC was exposed to the very complex financial world of a municipal electric utility division. Key findings were:

- IFP budget preparation is a lengthy, bottom-up procedure that has been improved in recent years and appears to the CRC to be functional, but could benefit from an effort to provide continuous improvements to the procedure, e.g., replace hand written budget request sheets with an electronic request system,
- IFP projections of revenues and expenses for the division require a highly motivated, skilled, highly trained, experienced workforce at all levels within the division, from the linemen to the general manager. IFP has invested heavily at all levels to ensure they have the workforce they need to perform at a world-class level. Therefore, employee retention at all levels must be given a high priority from the division and the city.
- IFP contributes well over \$3 million annually to city operations in excess of charges the city makes for providing services to IFP. This is revenue that does not have to come from residents in the form of taxes.
- IFP maintains two reserve funds to mitigate the costs of future asset improvements to ratepayers, e.g., the Rate Stabilization Fund and the T&D (Transmission and Distribution) System Capital Fund. The existence and maintenance of these funds contributes to the credit-worthiness of the division and the city. Therefore they are an extremely valuable asset over and above their monetary value. These funds have been, and should continue to be, managed conservatively.

Capital Investment Plan

1-Strengthen existing Asset Management Program (AMP).

The improved plan should prioritize the replacement of aging infrastructure. Through the AMP process, IFP should address the question whether to maintain, repair or replace various assets. Based on the AMP process success, IFP should continue to operate under the following guidance:

- IFP should continue to adequately maintain its electric system moving forward so that equipment can reach and exceed its useful life. For overhead lines, this

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means periodic pole treating. For underground lines, this means continuing with the AMP features with respect to quarterly inspections & routine O&M.

- IFP should continue to track repairs to its system. Through statistical methods, assess the risk involving the two components of risk-the likelihood and the consequence of asset failure. The assessment of consequences should involve looking at the effects, such as social, economic, health and safety and environment of a failure or breakdown. The assessment should associate the risks with asset criticality coupled with the current asset condition.
- IFP should continue to prioritize replacement efforts to critical feeder sections using key performance indicators, such as the measured System Average Interruption Duration Index (SAIDI).
- IFP should continue to provide short-term and long-term action plans. The plans should be constructed in parallel largely because of the age of the system.
- City council should understand these action plans do impact the revenue requirements for the utility. IFP should be conscientious about implementing the plans over several years.
- IFP strategy should continue to improve the system reliability yet maintain electrical rates below rates of neighboring utilities.
- IFP should continue to ask for customer feedback (suggest every other year) with regards to electric reliability, value and the increased level of rates to support those two efforts.

IFP meets a number of service reliability criteria set forth by federal, state and region regulating agencies and power industry standards. In order to meet and maintain acceptable levels of reliability and service quality, the equipment and parts used in the generation and delivery of electric energy should be in good working condition. Equipment and parts will wear with usage and age over time. At times, equipment and parts will fail prematurely due to accidents, environmental effects, defects and sabotage. The electric power industry expects utility service providers to establish a well thought out plan for maintenance and replacement of key important equipment and parts used in the generation and delivery of energy. Plans are generally developed around the concepts of criticality, redundancy, expected life cycles, failure rates, availability of replacements and space, and cost of inventory. Plans should consider the fact that some equipment and parts have long delivery lead times from the manufactures and may not be manufactured in the USA.

The large majority of the distribution and transmission systems in the USA exceed 50 years and many of their components are operating at or near the end of useful life. Much of the replacement work needs to be performed while the existing infrastructure is energized or while hot. Hot work safety procedures require protection/reclosing devices to be modified to increase safety while exposing a wider number of customers to inadvertent loss of service. Preventative service can also require small outages at the beginning and end of work to switch power around the work zone. Replacement work such as rotten poles is also complicated by inaccessible or inadequate work areas due to right-of-way encroachments and/or customer blockage.

The CRC recommends IFP do the following:

- Provide a fiscally responsible parts, equipment and asset maintenance, repair and replacement policy that will enable IFP to maximize equipment utilization while maintaining a reliable and safe electric power system for its citizenry.

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- Develop a strategy for tracking and assessing maintenance and failure events by location, circumstances, frequency, costs and required actions to understand sources of problems, commonalities and root causes and likely future events.
- Develop and publish a plan for end-of-life replacement of major assets so that budgets and resources can be allocated to implement replacements in a timely and cost effective way.

2-Develop, implement and regularly update a Long Range Plan.

Management at IFP has done a remarkable job of adapting to changing technology, demand growth and customer needs since its founding.

The recent addition of a Capital Improvement Budget Procedure has allowed IFP management to be timelier and more focused in its planning for capital improvements and to better measure progress on engineering plans for these improvements.

The purpose of the new procedure is to ensure budget accuracy of capital improvement projects and to establish milestones for capital improvement plan development apart from the budgetary process.

The new procedure gets input from foremen who are closest to the everyday working needs of the utility. The Information Systems department provides input on fiber optics improvement needs. Contractors provide cost estimates for completing the work. Senior management provides the business case input. Long range planning input is provided by consultants on an ad hoc and irregular basis. For example, the division's last long range transmission development plan was developed in the 1970s and updated in 2009. The division's electrical engineer provides an assessment of proposed capital improvements.

While the implementation of this procedure has been beneficial, the CRC suggests that the process could be improved by migrating from handwritten paper Capital Improvement Requests to an electronic system.

While IFP management has done an excellent job of making decisions regarding capital improvements in the past, the CRC is concerned that the environment for long-range planning by utilities has changed dramatically and requires a more holistic and proactive approach today.

For example, the following quote is taken from Consolidated Edison of New York's 2012 Integrated Long-Range Plan:

"Con Edison's long-range plan is our guide to navigate the challenges of the next 20 years and help us continue to provide safe, reliable, clean, innovative and cost-effective energy services for a green and sustainable future. In such uncertain times, our plan must be flexible and able to deftly adapt to unexpected developments. New technologies, techniques and resources can change the energy landscape. We must prepare for how such changes may affect supply levels and prices. We must also be aware of and responsive to shifts in public policy, and local, national and worldwide events that can affect our business. Because of these variables, we must revisit our goals, monitor key signposts and correct our course as needed along the way."

In addition to capital improvements, changing business models for IFP need to be addressed in a Long- Range Plan (Rec. 1.1).

Generation

1-Create a 20-year load/resources growth plan.

There is a need for a general level of future Integrated Resource Planning (IRP) with some public involvement. This type of planning effort wouldn't be as detailed as with larger utilities such as Idaho Power or PacifiCorp, but is needed at a basic level. Most regulated utilities do

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an IRP planning cycle every two years to update based on technology changes and other system changes. IFP appears vulnerable to the future with Bonneville Power Administration (BPA) being the major energy and balancing services provider (with many other customers and system change impacts happening to BPA), especially if large load and economic growth potential happens in the BPA service regions. Because of this dependency, there is a need to look at multiple generation options along with open market options and trends, load growth changes and changes in available technologies and costs. Joint projects with other Utah Association of Municipal Power Suppliers (UAMPS) members may be possible, or local or distributed generation options. Combined Cycle Combustion Turbines (CCCTs) are probably too large for consideration, but Combined Heat and Power, Simple Cycle Combustion Turbine, solar (maybe customer incentivized), energy storage, biogas or waste to energy options, etc. may be considered.

2-Investigate distributed generation on problem feeders.

There is also a connection between distributed generation and distribution operations and upgrade issues. IFP has started analyzing the potential use of Conservation Voltage Reduction (CVR) and other options for voltage control. When distribution congestion becomes significant, line additions or size upgrades are the standard utility approach for addressing these issues. However, alternatives can be considered when development timelines for distribution upgrades are too lengthy or if routing/easement issues create challenges. Alternatives such as distributed generation and energy storage systems, peak shaving/Demand Response (DR), more smart grid load control systems and components, smart power conversion/voltage control devices, etc. can be considered both for addition of generation to the power system and for distribution voltage and congestion control.

Transmission & Distribution

1-Formalize coordination between city, county and other municipalities for the planning of all future infrastructure needs including road easements and power line connectivity.

Coordination of IFP power line access needs with other government entities is done on an informal basis. Such an approach can cause IFP and other entities it works with to miss opportunities to consolidate corridors of mutual advantage for road and power line construction. While the route of the 161 KV loop (between the Hitt substation and a new substation west of the Snake River) has been tentatively selected, its assurance and subsequent north loop construction is needed to support system reliability on the north side of the city. Where coordination with the county is extremely important is completion of the west side of the loop. The recent difficulty of negotiating power line access with west- side county residents illustrates the need for a strong working agreement with the county on road-power line corridor planning. A consolidated approach should provide increased negotiating power.

2-Investigate alternative technologies for T&D congestion in the northwest sector of the city.

Power needs have been increasing in the northwest sector of the city, especially with continued construction of the University Campus. Nearby power sources could improve the system reliability in this sector. Example sources to consider are solar, battery banks, upper dam generation, combined heat and power, biogas/waste energy options, natural gas generation. Such an investigation should consider cost effectiveness of the example options. Time of day generation could be another consideration.

3-Give high priority to implementing smart grid automation technology to enable Conservation Voltage Reduction (CVR) and improve voltage control and regulation system wide.

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Advanced Metering Infrastructure (AMI) is an approach in which voltage at the delivery point can be adjusted to ensure sufficient voltage at the end of the line. Automatic adjustments at transformers can be made by feedback from smart meters at the end of the line relative to the upper and lower permissible operating voltages. A pilot test of one such delivery point to end point line showed that a power savings of \$30,000 to \$60,000 could be realized on the distribution feed from a transformer. There are 12 such substation transformers in the IFP system that would affect 37 distribution circuits. Implementation of a CVR over the AMI system could offer considerable cost savings by the above illustrated CVR.

Another use of CVR over the AMI is responding to the PacifiCorp power reduction order as happened in December 2013. It might be possible to accomplish the power reduction by CVR adjustments within the voltage permissible limits over the individual delivery lines within the IFP system without shutting power delivery to IFP customers. If further power reduction would be needed, the AMI could help select which parts of the system to “drop off” with minimal impacts along with other appropriate criteria.

4-Charge residents who opt out of Smart Meters for the added cost to keep the old analog meters in service.

IFP’s program to convert all resident meters to remote reading digital AMI meters is essentially complete. At this time there are 93 meters on the opt-out list (79 smart meters with disabled radios, 14 electromechanical analog meters) for residents who object to smart meters. The IFP effort to give such residents an “opt-out” option is supported; however, this opt-out option represents an added cost to IFP since they require a physical read to determine power consumption. These costs need to be identified and quantified so a fair reimbursement charge can be billed to the residents on the opt-out list.

5-Implement remote connect/disconnect on meters.

To connect or disconnect power service to a customer, municipal services performs the task of physically connecting or disconnecting the electrical meter. Meters are kept at the IFP warehouse. The need for such a remote capability is more related to customers who become an uncollected debt problem. By having remote connect/disconnect capability for “problem” customers, a timely shut off of power can get a more prompt response and likely payment in most instances. Reduction in use of Municipal Services personnel represents additional cost savings.

6-Investigate automated fault detection and restoration systems.

There is significant potential for implementation of automated fault detection/location and restoration systems to increase power distribution system reliability/availability, and reduce field restoration hours and cost. This technology would likely only have cost-benefit in certain areas of the distribution systems, but in the right cases and applications can significantly reduce outage times and response labor costs and increase system/operations awareness and reliability. IFP has indicated interest in this area and more detailed analyses of the potential and associated costs and savings should be investigated.

Traffic Network - Signalization

1-Improve coordination between jurisdictions (IFP, Public Works and ITD) to enhance traffic flow.

As some major streets in Idaho Falls fall under the jurisdiction of ITD and others fall under the jurisdiction of the city, there is potential for conflict in traffic signal coordination. The CRC encourages stronger coordination between the jurisdictions. Recognizing the state has

ultimate responsibility of its major streets, deferring timing coordination to local control is still desirable.

Time delays for signalization can be, and often are, a very frustrating issue for the traveling public. It is often a contributing factor to the symptom known as 'road rage.' Localized control of settings will minimize delays from adjoining arteries onto major streets according to specific knowledge of local traffic patterns according to time and date requirements. Real time sharing of data back to Boise will allow for emergency overriding of time delays and will minimize the lag in time required to effect emergency control.

2-Maximize traffic control capabilities of traffic lights.

A significant portion of the city's population work for a minimal number of enterprises, which are located in select locations that are not localized. This results in flow patterns, and rates, that are traceable in terms of time of day and duration.

IFP needs to move from a solely maintenance function to a shared operations facilitation with ITD. Old analog software should be updated to a multiplex system of 1) magnetic loops, 2) radar functioning traffic control technology allowing for electronic devices to monitor flow rates v. established patterns to determine abnormalities caused by surges in non-normal demand. These devices can be mounted on existing poles or buried underground. Care must be exercised to assure operations due to the vagrancies of weather. Specified IFP public works personnel coordinate, in real time, with specified ITD personnel allowing for non-congested flow rates.

CIRCA – Fiber Network

1-Establish Citywide Fiber Network and Leverage For Business Development.

The world continues to advance into a more digitally connected economy. This allows for businesses to quickly connect to the world, readily set up supply and distribution infrastructures that can be digitally connected and establish data centers etc. Those cities that possess the requisite communications capabilities will find themselves at an advantage when it comes to opportunities to recruit, grow and develop businesses in this digital economy. Small to medium sized cities in more remote locations, such as Idaho Falls, will find it relatively more difficult to attract private sector interest and capital to develop the requisite infrastructure to support larger scale, digitally centered businesses. Some cities have exhibited leadership by moving to expand communications capabilities developed through their municipal utilities to leverage for economic development activities. One such example would be the city of Chattanooga, Tennessee.

The city, through IFP, has made an initial investment in a fiber optic network backbone. This investment was made to provide IFP with adequate communications bandwidth for evolving digital control systems used in the electric power industry and for use as a backhaul for the smart meter network. The initial investment demonstrated good foresight and provided for an over-build in capacity. The city generate a revenue stream by leasing that excess bandwidth to non-city entities and leverages it for other city uses as well. Idaho Falls should pursue a robust build out of its current fiber network to effectively create a citywide fiber optic network that is geared towards gigabit to terabit capacity and leverage this capability for economic development within the city.

2-Establish "Fiber to the Home" Capability.

The world continues down a path of being digitally connected. As it is essential for businesses to be digitally connected to be successful, it is equally important for individuals to be digitally connected. As with electric power and telephonic services, an internet connection is moving

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into the realm of being a public good, essential for survival in the modern world. From the basic conduct of everyday affairs to the provision of education and medical care, individuals must be connected.

The city, in conjunction with recommendation 8.1, should evaluate the option of providing fiber optic connection directly to the home as a part of a substantially enhanced citywide fiber network. This significantly expands the options available to individuals.

Customer Service

1-Implement automated call center software package.

The software provides more efficient service and tracking of that service. It also provides smoother hand offs at shift changes and allow various departments to address the service query and track progress.

2-Put Idaho Consumer-Owned Utilities youth rally notice in INL and STEM mailings.

Increasing notice distribution creates awareness of this opportunity for youth among parents who are already in engineer-related fields.

3-Improve IFP web presence.

The CRC recommend evaluating the option to break IFP website out from city website and offer a link to IFP website on city website. The website needs navigation improvements for ease of use which requires a focus on changes that make site more user friendly and customer oriented.

4-Consider eliminating third party agent for media buys.

IFP is not a retail oriented business with a large volume of ads and sales needing public notice and/or agent assistance. IFP doesn't have to recruit customers, but still offers safety awareness and PR type messages.

Eliminating third party for media buys will increase amount of money in advertising budget for media buys because agent commission is no longer a factor.

Most media outlets design print ads and/or produce video ads as part of the media buy. Media outlets can also help IFP directly with media buy and proper ad placement rather than putting those decisions through third party agent. New PIO or current service staff may have time to pick up media buy duties now that all meters are converted.

5-Research marketing intelligence programs for IFP customer messaging.

Targeted messages narrow down audience and prioritize what the message is or should be. Marketing intelligence programs also determine the best media outlet or mechanism for raising interest in that message.

6-Consider alternative delivery programs such as pre-pay and enhanced level pay.

There is existing technology in Idaho Falls that allows pre-paid electric service. The implementation challenge is the billing system, which is currently being upgraded.

Level pay sign ups should be expanded to year round opportunity. Historically, customers have only been allowed to sign up for level pay in April due to winter peaking and lack of historic consumptive use data for estimating the year's level payment. With today's technology, better data exists.

After brief general discussion, it was decided the Council would like to further review the Public Works and the Idaho Falls Power CRC reports.

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Mayor Casper expressed her appreciation to all committee members for their dedicated time and effort while serving on the committees.

It was moved by Councilmember Marohn, seconded by Councilmember Ehardt, to move into Executive Session at 5:17 p.m., pursuant to the provisions of Idaho Code Section 74-206A(1)(c) to acquire an interest in real property which is not owned by a public agency, and not return to Regular Session. Roll call as follows:

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

Nay: None

Motion carried.

The City Council of the City of Idaho Falls met in Special Council Meeting, Monday, October 5, 2015, in the Council Chambers located in the City Annex Building at 680 Park Avenue, Idaho Falls, Idaho at 5:20 p.m.

There were present:

Mayor Rebecca Casper
Councilmember Michael Lehto
Councilmember Sharon D. Parry
Councilmember Ed Marohn
Councilmember David M. Smith
Councilmember Barbara Ehardt

Absent:

Councilmember Tom Hally

Also present:

Randy Fife, City Attorney
Craig Rockwood, Municipal Services Director
Chandra Witt, General Services Administrator
Kathy Hampton, City Clerk

There being no further business, it was moved by Councilmember Marohn, seconded by Councilmember Lehto, that the Mayor and City Council retire out of Executive Session and the meeting adjourn at 5:57 p.m., which motion passed following a unanimous vote.

CITY CLERK

MAYOR

OCTOBER 8, 2015 - Unapproved

The City Council of the City of Idaho Falls met in Regular Council Meeting, Thursday, October 8, 2015, in the Council Chambers in the City Annex Building located at 680 Park Avenue in Idaho Falls, Idaho at 7:30 p.m.

There were present:

Mayor Rebecca Casper
Councilmember Ed Marohn (by phone)
Councilmember Michael Lehto
Councilmember Barbara Ehardt
Councilmember Tom Hally (by phone)
Councilmember Sharon D. Parry
Councilmember David M. Smith (by phone)

Also present:

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

Mayor Casper invited Nicholas Stubblefield to come forward and lead those present in the Pledge of Allegiance.

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

CONSENT AGENDA ITEMS:

Community Development Services Department requested Receipt of Recommendations from the Planning and Zoning Commission, October 6, 2015, meeting.

The City Clerk requested approval of Minutes from the August 27, 2015, Regular Council Meeting, September 8, 2015, Council Work Session.

The City Clerk requested approval of License Applications, all carrying the required approvals.

The City Clerk requested Council ratification for the publication of legal notices calling for public hearings on October 8, 2015.

It was moved by Councilmember Lehto, seconded by Councilmember Parry, to approve all items on the Consent Agenda according to recommendations presented with the exception of the Community Development Services Department item, Receipt of Recommendations from the Planning and Zoning Commission, October 6, 2015, meeting. Roll call as follows:

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

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Nay: None

Motion carried.

REGULAR AGENDA ITEMS:

Community Development Services Department submitted the following items for Council consideration:

MEMORANDUM

To: Honorable Mayor and City Council
From: Brad Cramer, Community Development Services Director
Subject: Annexation with Initial Zoning of HC-1, Annexation Agreement, Annexation and Zoning Ordinances, Final Plat, Development Agreement and Reasoned Statements of Relevant Criteria and Standards, Carlyle-Erma Division No. 3

Attached is the application for Annexation with Initial Zoning of HC-1, Annexation Agreement, Annexation and Zoning Ordinances, Final Plat, Development Agreement and Reasoned Statements of Relevant Criteria and Standards, for Carlyle-Erma Division No. 3. The Planning and Zoning Commission considered this application at its August 4, 2015, and September 1, 2015, meetings and recommended approval. Staff concurs with the recommendation. This application is now being submitted to the Mayor and City Council for consideration.

Mayor Casper opened the public hearing and stated all slides, Planning and Zoning Commission minutes, and staff reports be entered into the record.

Assistant Director Kerry Beutler appeared to explain this application request. Following is a list of exhibits used in connection with this request:

- Slide 1: Zoning map indicating parcel being considered
- Slide 2: Aerial photo of vicinity map
- Slide 3: Additional aerial photo of vicinity map
- Slide 4: Aerial photo of approved preliminary plat with over-lay
- Slide 5: Additional aerial photo of vicinity map
- Slide 6: Proposed Final Plat
- Slide 7: Photo looking east at property
- Slide 8: Photo looking at property along Woodruff Avenue
- Slide 9: Photo looking south on Woodruff Avenue through the area
- Slide 10: Comprehensive Plan Future Land Use map

Brief discussion followed regarding connectivity with the area and acceleration/deceleration lanes. Assistant Director indicated there is not excessive traffic at this point to require the acceleration/deceleration lanes although said lanes may be considered as the future phases of this project progress.

Mayor Casper requested any public comment.

Steve Ellsworth, 253 1st Street, Idaho Falls, appeared. Mr. Ellsworth had no comments but requested any further questions from the Council. There were none.

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Mayor Casper closed the public hearing.

It was moved by Councilmember Parry, seconded by Councilmember Lehto, to approve the Annexation Agreement for Carlyle-Erma Division No. 3, and give authorization for the Mayor and City Clerk to execute the necessary documents. Roll call as follows:

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

Nay: None

Motion carried.

It was moved by Councilmember Parry, seconded by Councilmember Lehto, to approve the Ordinance annexing Carlyle-Erma Division No. 3, under the suspension of the rules requiring three complete and separate readings and that it be read by title and published by summary. Roll call as follows:

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

Nay: None

Motion carried.

At the request of Mayor Casper, the City Clerk read the Ordinance by title only.

ORDINANCE NO. 3033

AN ORDINANCE ANNEXING APPROXIMATELY 5.8 ACRES EAST AND ADJACENT TO WOODRUFF, SOUTH OF LINCOLN, AND NORTH OF KEARNEY TO THE CITY OF IDAHO FALLS DESCRIBING; AMENDING THE LEGAL DESCRIPTION OF THE CITY WITH THE APPROPRIATE COUNTY AND STATE AUTHORITIES; AND PROVIDING SEVERABILITY, PUBLICATION BY SUMMARY, AND ESTABLISHING EFFECTIVE DATE.

It was moved by Councilmember Parry, seconded by Councilmember Lehto, to approve the Reasoned Statement of Relevant Criteria and Standards for the annexation for Carlyle-Erma Division No. 3, and give authorization for the Mayor to execute the necessary documents. Roll call as follows:

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

Nay: None

Motion carried.

It was moved by Councilmember Parry, seconded by Councilmember Lehto to approve the Ordinance assigning a Comprehensive Plan Designation of Commercial and establishing the initial zoning for Carlyle-Erma Division No. 3, as HC-1 (Limited Business), under the suspension of the rules requiring three complete and separate readings and that it be read by title and published by summary, that the Comprehensive Plan be amended to include the area annexed herewith, and that the City Planner be instructed to reflect said annexation, zoning, and amendment to the Comprehensive Plan on the Comprehensive Plan and Zoning Maps located in the Planning Office. Roll call as follows:

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

Nay: None

Motion carried.

At the request of Mayor Casper, the City Clerk read the Ordinance by title only.

ORDINANCE NO. 3034

AN ORDINANCE OF THE CITY OF IDAHO FALLS, IDAHO, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO; PROVIDING FOR THE INITIAL ZONING OF APPROXIMATELY 5.830 ACRES DESCRIBED IN SECTION 1 OF THIS ORDINANCE AS HC-1 ZONE; AND PROVIDING SEVERABILITY, PUBLICATION BY SUMMARY, AND ESTABLISHING EFFECTIVE DATE.

It was moved by Councilmember Parry, seconded by Councilmember Lehto, to approve the Reasoned Statement of Relevant Criteria and Standards for the Initial Zoning of HC-1 for Carlyle-Erma Division No. 3, and give authorization for the Mayor to execute the necessary documents. Roll call as follows:

Aye: Councilmember Ehardt
Councilmember Marohn
Councilmember Hally
Councilmember Parry

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Councilmember Smith
Councilmember Lehto

Nay: None

Motion carried.

It was moved by Councilmember Parry, seconded by Councilmember Lehto, to accept the Final Plat for Carlyle-Erma Division No. 3, and give authorization for the Mayor, City Engineer, and City Clerk to sign said Final Plat. Roll call as follows:

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

Nay: None

Motion carried.

It was moved by Councilmember Parry, seconded by Councilmember Lehto, to approve the Reasoned Statement of Relevant Criteria and Standards for the Final Plat for Carlyle-Erma Division No. 3, and give authorization for the Mayor to execute the necessary documents. Roll call as follows:

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

Nay: None

Motion carried.

MEMORANDUM

To: Honorable Mayor and City Council
From: Brad Cramer, Community Development Services Director
Subject: Final Plat and Reasoned Statement of Relevant Criteria and Standards, Kingston Plaza Division No. 1, 1st Amended

Attached is the application for a Final Plat and Reasoned Statement of Relevant Criteria and Standards for Kingston Plaza Division No. 1, 1st Amended. The Planning and Zoning Commission considered this application at its May 5, 2015, meeting and recommended approval with the condition that a cross-access agreement was recorded between the lots. This

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condition has been met. Staff concurs with the recommendation. This application is now being submitted to the Mayor and City Council for consideration.

Assistant Director Beutler appeared to explain this application request. Following is a list of exhibits used in connection with this request:

- Slide 1: Zoning map indicating parcel being considered
- Slide 2: Aerial photo of vicinity map
- Slide 3: Additional aerial photo of property
- Slide 4: Additional aerial photo of property
- Slide 5: Final Plat
- Slide 6: Photo looking south from Broadway
- Slide 7: Photo looking southeast
- Slide 8: Photo looking west along Saturn
- Slide 9: Photo looking north along Saturn

Assistant Director Beutler stated the request for this application is to separate the property for separate ownership of properties.

It was moved by Councilmember Parry, seconded by Councilmember Ehardt, to accept the Final Plat for Kingston Plaza Division No. 1, 1st Amended, and give authorization for the Mayor, City Engineer, and City Clerk to sign said Final Plat. Roll call as follows:

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

Nay: None

Motion carried.

It was moved by Councilmember Parry, seconded by Councilmember Ehardt, to approve the Reasoned Statement of Relevant Criteria and Standards for the Final Plat for Kingston Plaza Division No. 1, 1st Amended, and give authorization for the Mayor to execute the necessary documents. Roll call as follows:

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

Nay: None

Motion carried.

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Public Works submitted the following items for Council consideration:

MEMORANDUM

To: Honorable Mayor and City Council
From: Chris H Fredericksen, Public Works Director
Subject: Easement Vacation Request – Deed of Easement Referenced as Instrument Number 804366

As earlier authorized, the City Attorney has prepared the documents to vacate a 16 foot power line easement within Section 31, T2N, R38E.

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

s/ Chris H Fredericksen

It was moved by Councilmember Ehardt, seconded by Councilmember Lehto, to approve the Ordinance to vacate a 16 foot power line easement within Section 31, T2N, R38E, under the suspension of the rules requiring three complete and separate readings and that it be read by title and published by summary. Roll call as follows:

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

Nay: None

Motion carried.

At the request of Mayor Casper, the City Clerk read the Ordinance by title only.

ORDINANCE NO. 3035

AN ORDINANCE OF THE CITY OF IDAHO FALLS, IDAHO, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, PROVIDING FOR THE VACATION OF A POWER LINE EASEMENT, AS DESCRIBED IN INSTRUMENT NO. 804366, WITHIN THE CITY OF IDAHO FALLS, IDAHO, AND LEGALLY DESCRIBED IN SECTION 1 OF THIS ORDINANCE; PROVIDING THAT TITLE TO SAID VACATED POWER LINE EASEMENT SHALL VEST AS SPECIFIED IN SECTION 3 OF THIS ORDINANCE; PROVIDING THAT THIS ORDINANCE SHALL BE IN FULL FORCE AND EFFECT FROM AND AFTER PASSAGE, APPROVAL AND PUBLICATION ACCORDING TO LAW.

MEMORANDUM

To: Honorable Mayor and City Council
From: Chris H Fredericksen, Public Works Director

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Subject: Water Mitigation Plan

Attached for Council review and consideration is a Water Mitigation Plan addressing the Surface Water Coalition's delivery call. The mitigation plan and the delivery call were discussed at the Council Work Session held on September 21, 2015. The City Attorney has reviewed the proposed mitigation plan.

Public Works requests approval of the mitigation plan and authorization to submit to the Idaho Department of Water Resources.

s/ Chris H Fredericksen

Director Fredericksen appeared to explain this item. He believes water is an issue that is taken for granted and his staff (16 employees) ensures safe, clean, reliable water is supplied to the residents of our community. Adequate funding is also required to maintain the water system. The Water Facility Plan was previously presented to ensure the current water system is capable of expansion for the needs of our community. Director Fredericksen stated the next step in utilizing the water system requires a water mitigation plan which has been previously presented to Council. He indicated the City has three (3) options: 1-do nothing, 2-join the groundwater district which calls for an approximately 11% reduction in water flow, or 3-submit a Mitigation Plan. Brief discussion followed.

Councilmember Parry stated this an important decision but believes there should be a second opinion regarding the Water Mitigation Plan. Councilmember Lehto indicated the Public Works liaisons have been in discussion with Director Fredericksen regarding the Water Mitigation Plan and believes all questions and comments have been resolved. He stated the City Legal Staff has also reviewed the Water Mitigation Plan.

It was moved by Councilmember Ehardt, seconded by Councilmember Lehto, to approve the Water Mitigation Plan and give authorization to submit to the Idaho Department of Water Resources. Roll call as follows:

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

Nay: Councilmember Parry

Motion carried.

Idaho Falls Power submitted the following item for Council consideration:

MEMORANDUM

To: Honorable Mayor and City Council
From: Jackie Flowers, General Manager
Subject: Approve EnergyAxis System Maintenance Agreement with Elster Solutions LLC

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Idaho Falls Power completed conversion to Elster meters earlier this year. Included in the bid for the conversion was deployment of the EnergyAxis system to manage meters. We maintain an annual agreement with Elster Solutions LLC for maintenance of that system which includes upgrades, troubleshooting, and support.

Idaho Falls Power respectfully requests City Council approve the EnergyAxis System Maintenance agreement with Elster Solutions, LLC in the amount of \$37,903 and authorize the Mayor to sign the document.

It was moved by Councilmember Lehto, seconded by Councilmember Ehardt, to approve the EnergyAxis System Maintenance agreement with Elster Solutions, LLC in the amount of \$37,903 and authorize the Mayor to sign the document. Roll call as follows:

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

Nay: None

Motion carried.

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

CITY CLERK

MAYOR

City of Idaho Falls
Expenditure Summary
From 10/01/2015 To 10/31/2015

Fund	Total Expenditure
General Fund	1,069,848.96
Street Fund	400,964.74
Recreation Fund	116,446.76
Library Fund	141,835.84
MERF Fund	174,195.94
EL Public Purpose Fund	120,583.10
Golf Fund	35,515.94
Self-Insurance Fund	234,613.86
Street Capital Imp Fund	150,542.90
Water Capital Imp Fund	2,624.00
Traffic Light Cap Imp F	44,508.27
Airport Fund	112,110.91
Water & Sewer Fund	985,008.14
Sanitation Fund	439,473.66
Ambulance Fund	12,657.99
Electric Light Fund	2,909,648.21
Payroll Liability Fund	2,766,668.42
	9,717,247.64

OCTOBER 2015


Dear Mayor and City Council Members.

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

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

OATH

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


Kenneth McOmber


11-10-15
Date Signed

ACKNOWLEDGMENT

STATE OF IDAHO)
) ss.
County of Bonneville)

On this 10 day of NOVEMBER, 2015, before me, the undersigned, a Notary Public for Idaho, personally appeared KENNETH MCOMBER known to me to be the Treasurer of the City of Idaho Falls, the municipal corporation that executed the foregoing document and acknowledged to that such city executed the same.




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

October 2015 Treasurer's Report.xls

CITY OF IDAHO FALLS MONTHLY TREASURER'S REPORT KENNETH MCOMBER TREASURER OCTOBER, 2015											
FUND	BEGINNING CASH	BEGINNING BALANCE	TOTAL RECEIPTS	MATURED INVESTMTS	JOURNAL DEBIT	TOTAL EXPENSES	NEW INVESTS	JOURNAL CREDITS	CASH ON HAND	INVESTED FUNDS	ENDING BALANCE
GENERAL	673,486.74	15,778,486.74	980,411.70	6,100,000.00	1,714,585.71	4,055,844.00	3,000,000.00	600,227.91	1,812,412.24	12,005,000.00	13,817,412.24
HEALTH & ACCIDENT INSUR.	842,608.32	2,472,573.43	-	99,965.11	-	-	-	-	942,573.43	1,530,000.00	2,472,573.43
STREET	(2,947,619.37)	(2,947,619.37)	1,379,980.22	-	-	547,497.25	-	94,841.97	(2,209,978.37)	-	(2,209,978.37)
RECREATION	103,263.14	303,263.14	119,150.31	100,000.00	-	209,337.14	-	14,945.89	98,130.42	100,000.00	198,130.42
LIBRARY	389,891.92	1,289,891.92	30,134.51	300,000.00	-	287,047.86	300,000.00	13,116.75	119,861.82	900,000.00	1,019,861.82
AIRPORT PFC FUND	21,125.62	21,125.62	52,679.97	-	-	-	-	21,125.62	52,679.97	-	52,679.97
MUNICIPAL EQUIP. REPLCMT.	1,056,676.13	15,938,849.47	13,300.54	4,900,443.69	210,979.00	174,195.94	4,513,081.46	74,998.80	1,419,123.16	14,494,811.11	15,913,934.27
EL. LT. WEATHERIZATION FD	239,225.99	1,739,225.99	651,010.17	500,000.00	-	134,715.26	500,000.00	-	755,520.90	1,500,000.00	2,255,520.90
BUSINESS IMPRV. DISTRICT	77,876.63	77,876.63	515.00	-	-	-	-	-	78,391.63	-	78,391.63
EL. LT. RATE STABILIZATION FD	1,829,710.72	20,217,202.38	62,443.20	8,453,122.92	-	-	9,000,828.58	-	1,344,448.26	18,935,197.32	20,279,645.58
EL. LT. T&D CAPITAL ACCOUNT	2,100,000.00	15,214,728.64	-	-	-	-	-	-	2,100,000.00	13,114,728.64	15,214,728.64
GOLF	(162,476.01)	(162,476.01)	129,299.84	-	30,754.34	167,263.30	-	20,764.00	(190,449.13)	-	(190,449.13)
GOLF CAPITAL IMPROVEMENT	191,909.50	191,909.50	-	-	-	-	-	66,822.19	125,087.31	-	125,087.31
SELF-INSURANCE FD.	625,911.49	1,925,911.49	94,968.53	-	-	245,362.47	-	-	475,517.55	1,300,000.00	1,775,517.55
SANITARY SEWER CAP IMP.	571,250.58	971,250.58	34,662.20	-	-	-	-	-	605,912.78	400,000.00	1,005,912.78
MUNICIPAL CAPITAL IMP.	319,256.75	419,256.75	4,754.42	-	-	-	-	-	324,011.17	100,000.00	424,011.17
STREET CAPITAL IMPRV.	60,081.10	260,081.10	81,117.98	-	-	150,542.90	-	-	(9,343.82)	200,000.00	190,656.18
BRIDGE & ARTERIAL STREET	104,798.67	104,798.67	3,399.63	-	-	-	-	-	108,198.30	-	108,198.30
WATER CAPITAL IMPR.	866,377.19	2,066,377.19	59,485.60	-	-	2,624.00	-	-	923,238.79	1,200,000.00	2,123,238.79
SURFACE DRAINAGE	71,944.61	71,944.61	392.35	-	-	-	-	-	72,336.96	-	72,336.96
TRAFFIC LIGHT CAPITAL IMPRV	235,835.53	1,235,835.53	1,518.14	500,000.00	34,096.00	44,508.27	300,000.00	989.21	425,952.19	800,000.00	1,225,952.19
PARKS CAPITAL IMPROVEMENT	70,250.51	70,250.51	2,422.00	-	-	-	-	-	72,672.51	-	72,672.51
AIRPORT	802,119.13	3,602,119.13	249,095.86	1,200,000.00	6,953.13	194,416.24	1,100,000.00	61,021.00	902,730.88	2,700,000.00	3,602,730.88
WATER & SEWER	2,244,898.02	25,398,933.70	1,412,698.16	8,325,051.05	-	1,306,119.98	4,500,000.00	501,562.13	5,674,965.12	19,328,984.63	25,003,949.75
W & S EQUIPMENT REPLACE	304,335.64	999,335.64	-	-	-	-	-	-	304,335.64	695,000.00	999,335.64
W & S SANITARY INTERCPT	133,588.66	733,588.66	-	-	-	-	-	-	133,588.66	600,000.00	733,588.66
SANITATION	598,633.73	1,398,633.73	339,927.85	300,000.00	11,761.52	616,531.98	200,000.00	154,377.84	279,413.28	700,000.00	979,413.28
AMBULANCE	(519,801.51)	(519,801.51)	735,331.22	-	-	330,829.04	-	67,780.29	(183,079.62)	-	(183,079.62)
ELECTRIC LIGHT	1,279,150.44	11,729,150.44	3,986,040.30	5,500,000.00	317,445.44	3,617,014.10	2,000,000.00	553,741.00	4,911,881.08	6,950,000.00	11,861,881.08
PAYROLL FUND	68,499.02	68,499.02	4,817,839.57	-	-	4,792,634.51	-	68,499.02	25,205.06	-	25,205.06
PAYROLL EMPL. CHECKS	30,000.00	30,000.00	649,804.18	-	-	649,804.18	-	-	30,000.00	-	30,000.00
CLAIMS FUND	-	-	4,667,028.41	-	-	4,667,028.41	-	-	-	-	-
TOTAL ALL FUNDS	12,282,808.89	120,701,203.32	20,559,411.86	36,278,582.77	2,326,575.14	22,193,316.83	25,413,910.04	2,314,813.62	21,525,338.17	97,553,721.70	119,079,059.87

October 2015 Treasurer's Report.xls

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

DISTRIBUTION OF CASH CASH AND TRUST ACCOUNTS		INVESTMENT TYPE	INVESTMENTS				
INSTITUTION	AMOUNT		TIME TO MATURITY				TOTAL
			1-30 DAYS	31-90 DAYS	91-180 DAYS	OVER 180 DAYS	
BPA Loan Imprest (BICLI)	\$113,350.27	Certificate of Deposit	\$0.00	\$3,035,000.00	\$1,995,000.00	\$6,485,000.00	\$11,515,000.00
El. Lt. Imprest (BIELI)	\$155,156.72						
Refund Acct. (BIRFD)	\$118,906.40	Money Market (Collateralized)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Wells Fargo Bank	\$10,775,507.24						
Petty Cash	\$14,740.00	U.S. Securities	\$0.00	\$5,000,000.00	\$0.00	\$5,679,183.65	\$10,679,183.65
US Bank (US)	\$3,790,112.23						
US Bank Payroll (USPAY)	\$30,000.00	Commercial Paper	\$9,987,991.11	\$41,934,337.78	\$0.00	\$0.00	\$51,922,328.89
US Bank Hitt Rd (USPW)	\$1,400,000.00						
Wells Fargo Bank (WELLS)	\$5,119,897.22						
Key Bank	\$7,668.09	Corporate Bonds	\$39,466.85	\$2,007,000.00	\$2,013,000.00	\$19,377,742.31	\$23,437,209.16
		TOTAL	\$10,027,457.96	\$51,976,337.78	\$4,008,000.00	\$31,541,925.96	\$97,553,721.70
TOTAL	\$21,525,338.17						

REGULAR AGENDA:



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-150-15

MEMORANDUM

TO: Honorable Mayor and City Council
FROM: Brad Cramer, Community Development Services Director
SUBJECT: Annexation with Initial Zoning of R-1, Development Agreement, Annexation Ordinance, Zoning Ordinance, Final Plat, and Reasoned Statements of Relevant Criteria and Standards, Yorkside, Division No. 2
DATE: October 30, 2015

Attached is the application for Annexation with Initial Zoning of R-1, Annexation Agreement, Annexation Ordinance, Zoning Ordinance, Final Plat, and Reasoned Statements of Relevant Criteria and Standards, Yorkside, Division No. 2. The Planning and Zoning Commission considered this item at its October 6, 2015 meeting and recommended approval. Staff concurs with this recommendation. This item is now being submitted to the Mayor and City Council for consideration.

Attachments: Vicinity map
Aerial photo
Final Plat
Planning Commission Minutes, October 6, 2015
Staff Report, October 6, 2015
Development Agreement Special Conditions
Annexation Ordinance
Zoning Ordinance
Reasoned Statements of Relevant Criteria and Standards

cc: Kathy Hampton
File



CITY OF IDAHO FALLS

PLANNING AND BUILDING DIVISION

P.O. BOX 50220

IDAHO FALLS, IDAHO 83405-0220

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Building Department • (208) 612-8270

BGC-152-15

MEMORANDUM

TO: Honorable Mayor and City Council
FROM: Brad Cramer, Community Development Services Director
SUBJECT: Zoning Ordinance Amendments
DATE: October 30, 2015

Attached is an ordinance with proposed minor modifications to the Zoning Ordinance. This is part of the Community Development Services program to make minor adjustments on an annual basis. The Planning and Zoning Commission considered these changes at its October 6, 2015 meeting and recommended approval. Staff concurs with this recommendation. The proposed changes are now being submitted to the Mayor and City Council for consideration.

Attachments: Planning Commission Minutes, October 6, 2015
Staff Report, October 6, 2015
Ordinance

cc: Kathy Hampton
File

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF IDAHO FALLS, IDAHO, AMENDING TITLE 10, CHAPTER 3 TO PROVIDING SEQUENTIAL NUMBERING OF SECTIONS, CLARIFY THE DEFINITION OF FENCE, AND ADJUSTING THE USES ALLOWED IN THE GENERAL COMMERCIAL AND INDUSTRIAL AND MANUFACTURING-1 ZONE; PROVIDING SEVERABILITY, CODIFICATION, PUBLICATION BY SUMMARY, AND ESTABLISHING EFFECTIVE DATE.

WHEREAS, City desires to maintain an effective Zoning Ordinance; and

WHEREAS, it is necessary to make modifications to maintain the effectiveness of the Zoning Ordinance and reflect best practices; and

WHEREAS, the City finds that it is necessary and appropriate to reorganize the Zoning Ordinance to be consistent with the numbering format of the City Code due to an inadvertent misnumbering.

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

SECTION 1. Sections 10-3-9 through 10-3-33 of the City Code of the City of Idaho Falls, Idaho, shall be hereby renumbered sequentially to correct inadvertently renumbered sections in order to read as follows:

10-3-9:	RP-A Residence Park
10-3- 9 10:	R-1 Residence Zone
10-3- 9 11:	R-2 Residence Zone
10-3- 10 12:	R-2A Residence Zone
10-3- 11 13:	R-3 Residence Zone
10-3- 11 14:	R-3A Residence Zone
10-3- 12 15:	P-B Professional Business Office Zone
10-3- 13 16:	RSC-1 Residential Shopping Center Zone
10-3- 13 17:	C-1 Limited Business Zone
10-3- 14 18:	HC-1 Limited Business Zone
10-3- 15 19:	CC-1 Central Commercial Zone
10-3- 16 20:	GC-1 General Commercial Zone
10-3- 16 21:	M-1 Manufacturing Zone
10-3- 17 22:	I&M-1 Industrial and Manufacturing Zone
10-3- 18 23:	I&M-2 Industrial and Manufacturing Zone
10-3- 19 24:	O-L Overlay Zone
10-3- 20 25:	PT-(x) Planned Transition Zone
10-3- 21 26:	LNC Limited Neighborhood Commercial Zone

10-3- 222 27:	MS Medical Services Zone
10-3- 222 28:	R&D-1 Research and Development Zone
10-3- 222 29:	RMH Residential Mobile Home Zone
10-3- 233 30:	Travel Trailer Courts – Approval of Plans and Documents Necessary
10-3- 243 31:	Mobile Home Subdivisions
10-3- 253 32:	Permit Fees
10-3- 263 33:	Wireless Communications Towers and Antennas
10-3- 273 34:	Interpretation
10-3- 283 35:	Applicability
10-3- 293 36:	Effect on Previous Ordinances and Maps
10-3- 303 37:	Violations – Public Nuisance
10-3- 313 38:	Failure to Maintain Landscaping – Continuing Obligation
10-3- 323 39:	Responsibility for Violation
10-3- 334 40:	Penalty for Violation of Ordinance

SECTION 2. Section 10-3-5 of the City Code of the City of Idaho Falls, Idaho, is hereby amended as follows:

10-3-5 - EFFECTS OF SUPPLEMENTARY REGULATIONS

...

(Z)

(13) **Fences.** No fence, wall, hedge, or other sight obscuring object or structure which is more than three (3') feet in height shall be constructed or allowed to exist above said height within fifteen (15') feet of the front lot line. For purposes of this Section, a chain-link fence without slats shall not be considered to be a sight obscuring object or structure. This section shall not be construed to permit any structure, shrub, hedge or sight obscuring object to exist in violation of Section 4-7 of this Ordinance.

...

SECTION 3. Section 10-3-20 of the City Code of the City of Idaho Falls, Idaho, is hereby amended as follows:

10-3-20 -- GC-1 GENERAL COMMERCIAL ZONE

...

(B) Use Requirements.

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

- (1) Any use permitted in RSC-1, C-1, HC-1 and in CC-1, except dwellings and apartment houses.
- (2) Wholesale distributing houses and warehouses.
- (3) Service establishments such as dyeing, cleaning or laundry plants, printing plants, machine shops, and blacksmith shops.

(4) Food preparation plants, the operation of which is not obnoxious by reason of emission of odors, smoke, or noise.

(5) ~~Milk distribution station, creameries, Bottling~~ works and similar businesses.

~~(6) Assembling and the sale of farm equipment, mining machinery, vehicles and similar articles, but excluding junk yards and auto-wrecking yards.~~

~~(7)~~ Public garages and public parking lots.

~~(8)~~ Veterinary hospitals.

~~(9) Chicken hatcheries.~~

~~(10)~~ Carting, express hauling and storage, including railroad trackage and stations.

~~(11) Building materials storage yards.~~

~~(12)~~ Stone cutting and monument works.

~~(13) Coal and wood yards.~~

~~(14) Hay, grain and feed establishments.~~

~~(15)~~ Wholesale and bulk gasoline.

~~(16)~~ Oil and L-P Gas storage or sales.

(17) Other uses ruled by the City Council to be similar to the foregoing uses provided that such other uses are not inconsistent with the objectives and characteristics of this zone.

...

SECTION 4. Section 10-3-22 of the City Code of the City of Idaho Falls, Idaho, is hereby amended as follows:

10-3-22 – I&M-1 INDUSTRIAL AND MANUFACTURING ZONE

...

(B) Use Requirements.

The following uses shall be permitted in the I&M-1 Zone:

- (1) Any use permitted in the GC-1 zone, except dwelling units, group quarters, motels and other transient lodgings, and taverns.
- (2) Manufacturing, processing, and fabricating establishments with the exception of:
 - (a) Manufacturing of cement, lime, gypsum, rock, wood, or plaster of Paris.
 - (b) Manufacturing of acid
 - (c) Manufacturing and storage of explosives
 - (d) Manufacturing of glue
 - (e) Fat rendering
 - (f) Manufacturing of organic fertilizer
 - (g) Petroleum refining and manufacturing of paving mixtures or asphalt coatings
 - (h) Milling and smelting of ores
 - (i) Manufacturing of rubber
 - (j) Gravel and sand excavation
- (3) Sexually oriented businesses as defined by City of Idaho Falls' Code of Ordinances.
- (4) Railroad rights-of-way, yards, and terminals.
- (5) Bus terminals and maintenance yards.
- (6) Motor freight terminals, garaging, and maintenance.
- (7) Public utility facilities and structures.
- (8) Research laboratories.
- (9) Contract construction services.
- (10) Correctional institutions.
- (11) Daycare and education facilities accessory and incidental to permitted uses within the Zone.
- (12) Drive-in theaters.

(13) Caretaker's residence as an accessory and incidental use to permitted uses within the Zone.

(14) Building materials storage yards.

(15) Assembling and the sale of farm equipment, mining machinery, vehicles and similar articles, but excluding junk yards and auto wrecking yards.

(16) Similar uses by the Council as a conditional use.

...

SECTION 5. Savings and Severability Clause. The provisions and parts of this Ordinance are intended to be severable. If any section, sentence, clause, or phrase of this Ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause, or phrase of this Ordinance.

SECTION 6. Codification Clause. The City Clerk is instructed to immediately forward this Ordinance to the codifier of the official municipal code for proper revision of the Code.

SECTION 7. Publication. This Ordinance, or a summary thereof in compliance with Idaho Code, shall be published once in the official newspaper of the City, and shall take effect immediately upon its passage, approval, and publication.

SECTION 8. Effective Date. This Ordinance shall be in full force and effect from and after its passage, approval, and publication.

PASSED by the City Council and APPROVED by the Mayor of the City of Idaho Falls, Idaho, this ____ day of _____, 2015.

CITY OF IDAHO FALLS, IDAHO

REBECCA L. NOAH CASPER, MAYOR

ATTEST:

KATHY HAMPTON, CITY CLERK

(SEAL)

STATE OF IDAHO)
) ss:
County of Bonneville)

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

That the above and foregoing is a full, true and correct copy of the Ordinance
entitled, "AN ORDINANCE OF THE CITY OF IDAHO FALLS, IDAHO,
AMENDING TITLE , CHAPTER ; PROVIDING
SEVERABILITY, CODIFICATION, PUBLICATION BY SUMMARY, AND
ESTABLISHING EFFECTIVE DATE."

(SEAL)

KATHY HAMPTON, CITY CLERK



CITY OF IDAHO FALLS

PLANNING AND BUILDING DIVISION

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

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

BGC-151-15

MEMORANDUM

TO: Honorable Mayor and City Council
FROM: Brad Cramer, Community Development Services Director
SUBJECT: Final Plat, and Reasoned Statement of Relevant Criteria and Standards, Fanning
 Addition, Division No. 2
DATE: October 30, 2015

Attached is the application for Final Plat, and Reasoned Statement of Relevant Criteria and Standards, Fanning Addition, Division No. 2. The Planning and Zoning Commission considered this item at its October 6, 2015 meeting and recommended approval. Staff concurs with this recommendation. This item is now being submitted to the Mayor and City Council for consideration.

Attachments: Vicinity map
 Aerial photo
 Final Plat
 Planning Commission Minutes, October 6, 2015
 Staff Report, October 6, 2015
 Reasoned Statement of Relevant Criteria and Standards

cc: Kathy Hampton
 File



RP

W-1
D-1

K-2 3

R-3

PB

RSC-

HC-1

R&D-

I&M-1

RMH

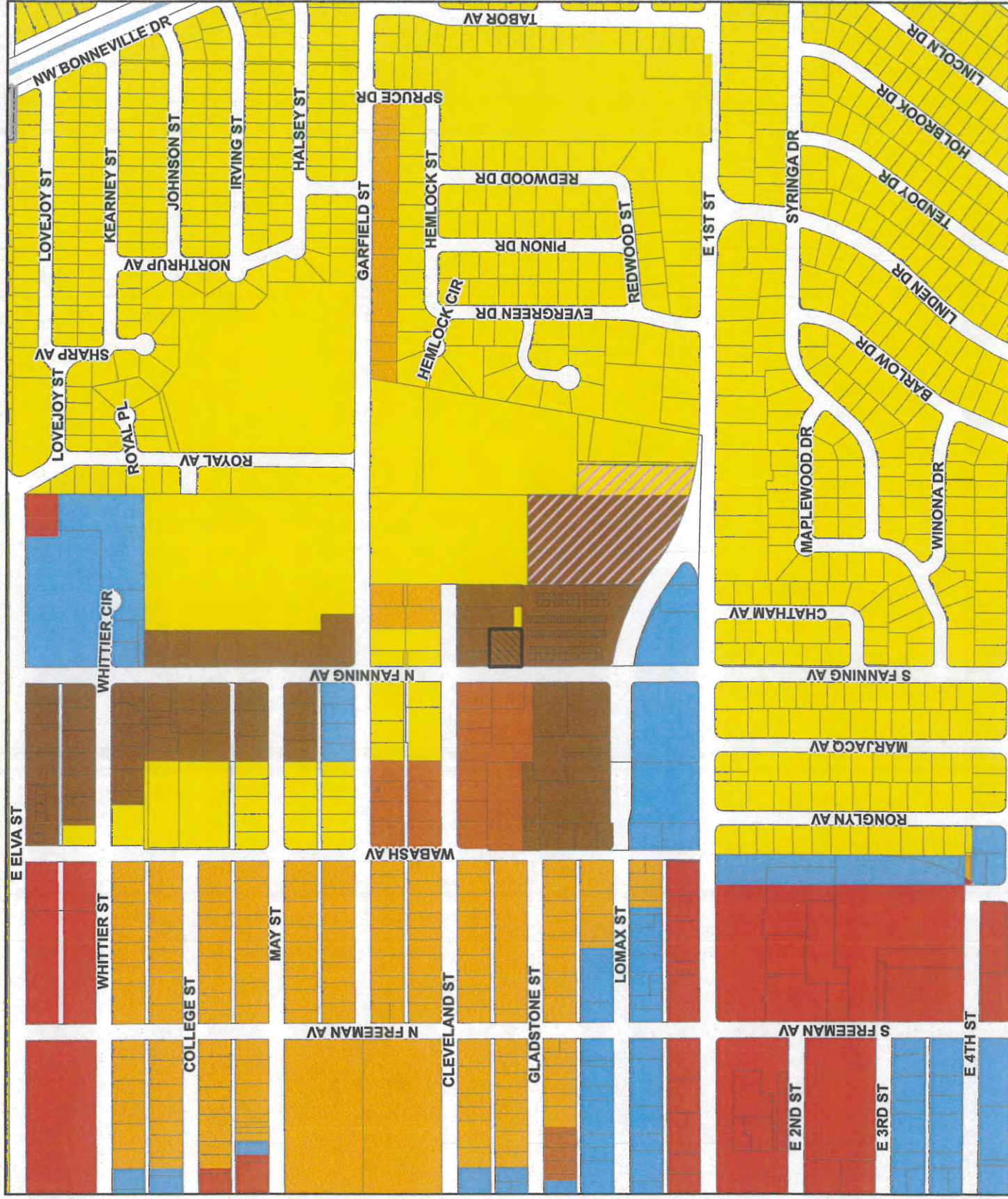
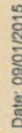
PT-2

PLD

— 〇 —

30' S

City Life





Garfield St

Royal Ave

Balsam Ct

E 1st St

Garfield St

N Fanning Ave

Cleveland St

Lomax St

Wabash Ave

Gladstone St

BOUNDARY DESCRIPTION

PART OF THE SW 1/4 OF SECTION 17, TOWNSHIP 2, RANGE 38 EAST E.M., CITY OF IDAHO FALLS, BONNEVILLE COUNTY, IDAHO DESCRIBED AS:

BEGINNING AT A POINT THAT IS 117 FEET 10 INCHES SOUTH ALONG THE UNDISTURBED NORTH-SOUTH CENTER LINE OF SAID SECTION 17 AND A BOUNDARY LINE OF SAID SECTION 17, THENCE S 89° 57' 42" W 138.01 FEET TO THE EAST LINE OF FANNING AVENUE; THENCE N 0° 12' 29" W 122.89 FEET ALONG SAID EAST LINE; THENCE S 89° 57' 42" E 138.01 FEET; THENCE S 0° 12' 29" E 122.89 FEET TO THE POINT OF BEGINNING.

PARCEL CONTAINS 0.392 ACRES MORE OR LESS.

CITY ACCEPTANCE

THE ACCOMPANYING PLAT WAS DULY ACCEPTED AND APPROVED BY THE CITY COUNCIL OF IDAHO FALLS ADOPTED THIS _____ DAY OF _____, 2015.

WATER _____ CITY CLERK _____

CITY ENGINEER _____ CITY SURVEYOR _____

TREASURER'S CERTIFICATE

I, THE UNDERSIGNED COUNTY TREASURER IN AND FOR THE COUNTY OF BONNEVILLE, STATE OF IDAHO, PURSUANT TO THE REQUIREMENTS OF I.C. § 50-102, DO HEREBY CERTIFY THAT ALL COUNTY PROPERTY TAXES DUE FOR THE PROPERTY INCLUDED IN THIS PROJECT ARE CURRENT.

DATE _____ BONNEVILLE COUNTY TREASURER _____

HEALTH DEPARTMENT
CERTIFICATE OF APPROVAL

SANITARY RESTRICTIONS AS REQUIRED BY IDAHO CODE, TITLE 50, CHAPTER 10 HAVE BEEN SATISFIED BASED ON DEPARTMENT OF ENVIRONMENTAL QUALITY REVIEW AND APPROVAL FOR THE DESIGN PLANS AND SPECIFICATIONS AND THE CONDITIONS IMPROVED ON THE DEVELOPER FOR CONTINUED SATISFACTION AS AVAILABLE. SANITARY RESTRICTIONS MAY BE REIMPOSED, IN ACCORDANCE WITH SECTION 60-3-30, IDAHO CODE, BY THE ISSUANCE OF A CERTIFICATE OF DISAPPROVAL.

DATE _____ HEALTH DISTRICT SIGNATURE _____

IRRIGATION WATER RIGHTS STATEMENT

WATER RIGHTS AND ASSASSMENT OBLIGATIONS ARE NOT APPURTENANT TO THE LANDS INCLUDED WITHIN THIS PLAT. LOTS WITHIN THIS SUBDIVISION WILL NOT RECEIVE A WATER RIGHT.

RECORDER'S CERTIFICATE

I HEREBY CERTIFY THAT THE FOREGOING PLAT _____ DIVISION NO. _____ WAS FILED IN THE OFFICE OF THE RECORDER OF BONNEVILLE COUNTY, IDAHO, ON THE _____ DAY OF _____, 2015 AT _____ AND RECORDED AS INSTRUMENT NO. _____

BONNEVILLE COUNTY RECORDER _____

LEGEND

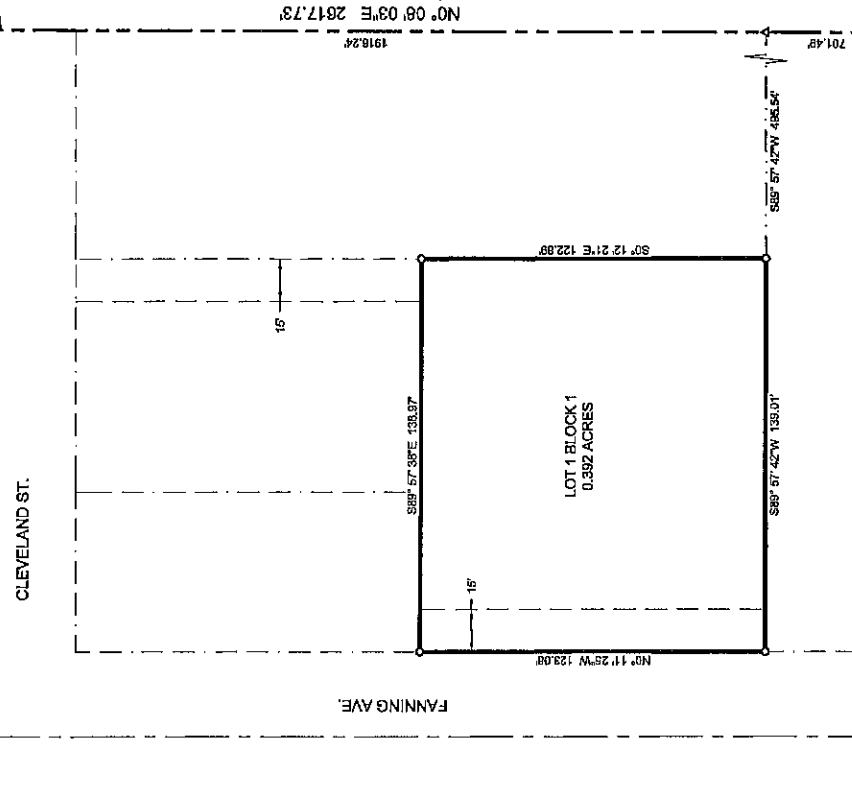
- SECTION CORNER CONTROL
PLACED 8"X 3" IRON ROD WITH
CAP MARKED H.E.P.L.B. 4563
- SURVEYED BOUNDARY
- SECTION LINE
- PUBLIC UTILITY EASEMENT
- CENTER LINE OF ROAD
- POINT OF BEGINNING

SCALE: 1" = 30'
(10" X 14" PRINTS ONLY)

FANNING AVENUE ADDITION
DIVISION NO. 2
AN ADDITION TO THE CITY OF IDAHO FALLS,
BONNEVILLE COUNTY, IDAHO,
PART OF THE SE 1/4 OF THE SW 1/4 OF
SECTION 17, T. 2 N., R. 38 E.B.M.

CENTER OF SEC. 17
FOUND CITY OF IDAHO FALLS BOM
CR&F NO. 500678

CLEVELAND ST.



N0° 08' 03" E 2617.73'
BASIS OF BEARING
CITY OF IDAHO FALLS 2004 CONTROL

OWNER'S DEDICATION

I, KIM H. LEAVITT, A LICENSED PROFESSIONAL LAND SURVEYOR IN THE STATE OF IDAHO, DO HEREBY CERTIFY THAT THE FOREGOING PLAT WAS DULY ACCEPTED AND APPROVED BY THE CITY COUNCIL OF IDAHO FALLS, BONNEVILLE COUNTY, IDAHO, AND IS IN ACCORDANCE WITH THE REQUIREMENTS OF I.C. § 50-102, IDAHO CODE.

BEFORE ME THIS _____ DAY OF _____, 2015, BEFORE ME THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR THE STATE OF IDAHO, PERSONALLY APPEARED _____ KNOWN OR IDENTIFIED TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED IN THE ATTACHED OWNERS DEDICATION AND THE PERSON WHOSE NAME IS SUBSCRIBED IN THE ATTACHED SURVEYOR'S APPROVAL AND WHOSE SIGNATURE IS SUBSCRIBED IN THE ATTACHED RECORDER'S CERTIFICATE AND WHOSE SIGNATURE IS SUBSCRIBED IN THE ATTACHED HEALTH DEPARTMENT CERTIFICATE OF APPROVAL.

IN WITNESS WHEREOF, I HAVE HEREUNTO SET MY HAND AND AFFIRMED MY OFFICIAL SEAL THE DAY AND THE YEAR IN THIS CERTIFICATE FIRST ABOVE WRITTEN.

NOTARY PUBLIC FOR THE STATE OF _____ DAY OF _____, 2015.

SHELDON DANCE

ACKNOWLEDGMENT

STATE OF _____)
COUNTY OF _____)

ON THIS _____ DAY OF _____, 2015, BEFORE ME THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR THE STATE OF IDAHO, PERSONALLY APPEARED _____ KNOWN OR IDENTIFIED TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED IN THE ATTACHED OWNERS DEDICATION AND THE PERSON WHOSE NAME IS SUBSCRIBED IN THE ATTACHED SURVEYOR'S APPROVAL AND WHOSE SIGNATURE IS SUBSCRIBED IN THE ATTACHED RECORDER'S CERTIFICATE AND WHOSE SIGNATURE IS SUBSCRIBED IN THE ATTACHED HEALTH DEPARTMENT CERTIFICATE OF APPROVAL.

IN WITNESS WHEREOF, I HAVE HEREUNTO SET MY HAND AND AFFIRMED MY OFFICIAL SEAL THE DAY AND THE YEAR IN THIS CERTIFICATE FIRST ABOVE WRITTEN.

NOTARY PUBLIC FOR THE STATE OF _____
RESIDING AT: _____
COMMISSION EXPIRATION DATE: _____

DRINKING WATER SYSTEM CERTIFICATE

PURSUANT TO I.C. § 50-101, THE OWNER CERTIFY THAT ALL LOTS SHOWN ON THIS PLAT ARE SUBJECT TO THE CITY OF IDAHO FALLS MUNICIPAL WATER SYSTEM, AND THAT THE CITY HAS AGREED IN WRITING TO PROVIDE WATER TO THE LOTS SHOWN ON THIS PLAT.

IN WITNESS WHEREOF, I HAVE HEREUNTO SET MY SIGNATURE THIS _____ DAY OF _____, 2015.

SHELDON DANCE

SURVEYOR'S APPROVAL

I CERTIFY THAT I AM A LICENSED PROFESSIONAL LAND SURVEYOR IN THE STATE OF IDAHO AND THAT I HAVE EXAMINED THIS PLAT AND FIND THAT IT COMPLIES WITH I.C. § 50-102.

DATE _____ BONNEVILLE COUNTY SURVEYOR, STEVE ROUNDS P.L.S. NO. 12540

SURVEYOR'S CERTIFICATE

I, KIM H. LEAVITT, A LICENSED PROFESSIONAL LAND SURVEYOR IN THE STATE OF IDAHO, DO HEREBY CERTIFY THAT THE FOREGOING PLAT WAS DULY ACCEPTED AND APPROVED BY THE CITY COUNCIL OF IDAHO FALLS, BONNEVILLE COUNTY, IDAHO, AND IS IN ACCORDANCE WITH THE REQUIREMENTS OF I.C. § 50-102, IDAHO CODE.

KIM H. LEAVITT, P.L.S. 4563



HARPER-LEAVITT ENGINEERING, INC.
CIVIL & STRUCTURAL ENGINEERING, MATERIALS TESTING & LAND SURVEYING
WWW.HLEINC.COM
985 N. CAPITOL AVE. IDAHO FALLS, IDAHO 83401 OFFICE: 808.524.0212 FAX: 208.524.0229
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in this particular instance, but is bringing up the problem so as staff goes through they could review and address the issue of when you go around a corner, you are now on the side line, but you may be the front line of an adjacent lot. Beutler stated there is a portion that refers to the sight triangle with driveways and alley ways and making sure it is keeping out of that, but is typically with sight obscuring material and in a front yard you are restricted to a shorter fence height, although chain link can potentially go right to the driveway. Morrison stated that hedges are also a problem. Beutler stated that staff can consider vegetation.

Morrison opened the public hearing.

No one appeared in support of opposition.

Morrison closed the public hearing.

Josephson asked if there are any I&M-1 zones currently in the City. Beutler pointed out the zones as the light grey. Josephson asked if those areas are developed. Beutler stated it is a mixture of both developed and undeveloped.

Dixon moved to recommend to the Mayor and City Council approval of the Zoning Ordinance Amendments as presented, Foster seconded the motion and it passed unanimously.

Business:

1. Final Plat: St. Clair Estates, Division No. 12: This item was withdrawn by the applicant.

2. Final Plat: Fanning Avenue, Division No. 2: Beutler presented the staff report, a part of the record. Dixon asked about the easement that is not on the plat. Beutler stated he noticed that and is certain that it is in part of the review comments and that will be added prior to going to City Council.

Dixon moved to recommend to the Mayor and City Council approval of the Final Plat: Fanning Avenue, Division No. 2, subject to the addition of the easement on the Plat, Josephson seconded the motion and it passed unanimously.

Morrison recognized the newest member of the Commission Julie Foster.

3. Sign Ordinance Discussion. Beutler presented the staff report, a part of the record. Dixon asked about the sign across from the Mall, that has a building with 4 businesses in and if it was in the Idaho Falls side, would each business be allowed a monument or would those be spaced too close together. Beutler stated that they would be spaced too close and so they would need to try to either have small monuments or join on one sign. Dixon asked about electronic message centers not being allowed as part of monument signs. Beutler stated that the intent is to allow for the electronic message centers on the free standing signs, but not on the monuments. Beutler stated that part of the intention of having the electronic sign was to allow each of the businesses some signage and advertising as the name plates get congested and hard to read. Beutler stated they will review the monument sign related to shopping centers. Wyatt stated that on the shopping center sign it needs to be 330 feet from any free standing sign. Wyatt asked if the neighboring property was there first and there is not an additional 330 feet to put a sign, do you not get a sign, or is it intended to be another sign on the same property. Beutler stated it is

IDAHO FALLS PLANNING AND ZONING COMMISSION
STAFF REPORT

Final Plat
Fanning Avenue Addition, Division 2
October 6, 2015



Community
Development
Services

Applicant: Harper-Leavitt
Engineering

Location: Generally
located east and adjacent
to Fanning Avenue, north
of Lomax Street, and south
of Cleveland Street.

Size: .392 acres

Existing Zoning:

Site: R-3

North: R-3

South: R-3

East: R-3

West: R-2A

Existing Land Use:

Site: Undeveloped

North: Residential

South: Residential

East: Residential

West: Residential

Future Land Use Map:

Higher Density

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 east and adjacent to Fanning Avenue, north of Lomax Street, and south of Cleveland Street.

Final Plat: The final plat includes 1 lot, which was not previously platted. This property is currently associated with the property located at 808 Cleveland Street that consists of three lots. The property lines are being adjusted from three lots to two with only the southern property being platted. The reason for this plat is to allow for future development of the undeveloped portion. There is also a 20 foot utility easement will be required on the north side of the property for the existing powerlines.

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)

Residential development should reflect the economic and social diversity of Idaho Falls. New and existing developments should foster inclusiveness and connectivity through mixed housing types and sizes and neighborhood connections through paths, parks, open spaces, and streets. (Page 40)

Zoning Ordinance:

7-6 R-3 RESIDENCE ZONE

7-6-1 General Objectives and Characteristics.

The objective in establishing the R-3 Residence Zone is to designate appropriate areas within the City for rental dwelling units, multiple family dwellings and similar buildings where living accommodations for groups may be located. This Zone is characterized by a variety of dwelling types having widely varying forms and shapes, with somewhat denser residential environment and a greater movement of vehicular traffic than is characteristic of the R-2A Zone. In general this Zone is situated in the central part of the City where the need for rental units is greatest, and along major streets, and on the borders of neighborhoods where quiet, tranquil conditions are not as necessary as they are in the interior of low density residential neighborhoods.

In order to accomplish the objectives and purposes of this Ordinance and to promote the essential characteristics of this Zone, the following regulations shall apply in the R-3 Zone:

7-6-2 Use Requirements.

The following uses shall be permitted in the R-3 Zone:

- A. Any use permitted in the RP, RP-A, R-1, R-2 and R-2A Zones.
- B. Apartment buildings and residence courts.
- C. Boarding houses, lodging houses, rooming houses and rest homes.
- D. Incidental retailing of goods and services, such as newspapers, magazines, and tobacco, for the convenience of people living in apartment buildings, provided the facilities therefor shall be located within the main building, and provided no sign or display shall be used advertising the retail services offered within the building which can be seen from a public street. Provided further, the floor area devoted to the retailing of goods and services shall not exceed ten (10) square feet for each dwelling unit contained within the main building.
- E. Any use permitted in the R-3A and RSC-1 Zones provided the following conditions are met:
 - 1. A conditional use permit is obtained in accordance with the provisions of Section 5-10 of this Ordinance.
 - 2. The use is conducted only within existing buildings or structures located on the premises at the time the application is made, without substantial exterior remodeling or expansion of the existing building or buildings. Any use requiring the construction of a new building for a use not otherwise permitted within this zone, shall not be permitted.
 - 3. The use contemplated is of such a nature that it may, with appropriate conditions as set forth in Section 5-10 of this Ordinance, be conducted on the premises without substantially disrupting the character of the surrounding area or materially conflicting with the general characteristics of the area designated in the Comprehensive Plan.

7-6-3 Area Requirements

An area of not less than five thousand (5,000) square feet shall be provided and maintained for dwellings, boarding houses, lodging and rooming houses, rest homes and child care centers. No development in this Zone shall exceed a gross density of thirty-five (35) dwelling units per acre.

7-6-4 Width Requirements.

The minimum width of any building site for dwellings, boarding houses, lodging and rooming houses, shall be fifty (50) feet measured at the building setback line. The minimum width for any building site for a rest home or other main building shall be sixty (60) feet.

7-6-5 Location of Buildings and Structures.

A. Setback All buildings shall be set back a minimum distance of twenty (20) feet from any public street, except as herein provided and required under the provisions of this Ordinance. One (1) foot shall be added to the front yard required for each two (2) feet of building height above twenty-five (25) feet.

B. Side Yards For main buildings there shall be side yards of not less than six (6) feet. Side yard requirements for accessory buildings shall be the same as for main buildings, except no side yard shall be required for accessory buildings which are located more than twelve (12) feet in the rear of the main building.

C. Rear Yards There shall be a rear yard of at least twenty-five (25) feet on both interior and corner lots. For accessory buildings no rear yard shall be required, except where an alley is located at the rear of a lot, in which case a three (3) foot rear yard is required.

7-6-6 Height Requirements.

There shall be no height requirements, except as limited by yard requirements.

7-6-7 Size of Buildings.

No requirements.

7-6-8 Lot Coverage and Landscaping.

A. Maximum Lot Coverage. Lot coverage, including all area under roofs and paved surfaces, including driveways, walks, and parking areas, shall not exceed eighty (80) percent of the total lot area. The remaining lot area (at least twenty [20] percent of the total lot area) shall be landscaped. See 4-24 of this Ordinance for general landscaping requirements.

B. Lot Coverage Exemption. The landscaped area on a lot will be considered to include such hard-surface outdoor recreation facilities as tennis courts, basketball courts, shuffleboard courts, and swimming pools, provided that:

1. the hard-surface outdoor recreation facilities make up no more than forty (40) percent of the required landscaped area, and
2. those facilities are available for the use of all residents of the development.

C. Required Buffers. Wherever a development in the R-3 Zone adjoins zones RP, RP-A, R-1, or RMH, or unincorporated land designated for single family residential use in the City's Comprehensive Plan, a minimum ten (10) foot wide landscaped buffer shall be provided. This buffer may be included in the twenty (20) percent minimum landscaped area required in A. above.

7-6-9 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.	X
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.	N/A
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 FANNING AVENUE ADDITION, DIVISION NO. 2, LOCATED EAST AND ADJACENT TO FANNING AVENUE, NORTH OF LOMAX STREET, AND SOUTH OF CLEVELAND STREET

WHEREAS, the applicant filed an application for final plat on August 28, 2015; and

WHEREAS, this matter came before the Idaho Falls Planning and Zoning Commission on October 10, 2015; and

WHEREAS, this matter came before the Idaho Falls City Council during a duly noticed public meeting on November 12, 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 0.392 acre parcel located east and adjacent to Fanning Avenue, north of Lomax Street, and south of Cleveland Street.
3. The property is zoned R-2, Residence Zone.
4. The subdivision includes one buildable lot, which meets the minimum standards of the R-2 Zone.
5. There is no approved preliminary plat for the area.
6. The final plat complies with the requirements set forth within the Subdivision Ordinance and Zoning Ordinance of the City of Idaho Falls.
7. The Idaho Falls Planning and Zoning Commission recommended approval of the final plat with the addition of a 20 foot utility easement along the north side of the property, which has been included in the resubmittal.

II. DECISION

Based on the above Reasoned Statement of Relevant Criteria, the City Council of the City of Idaho Falls approved the plat for Fanning Avenue Addition, Division 2.

PASSED BY THE CITY COUNCIL OF THE CITY OF IDAHO FALLS

THIS _____ DAY OF _____, 2015

Rebecca L. Noah Casper, Mayor



CITY OF IDAHO FALLS

PLANNING AND BUILDING DIVISION

P.O. BOX 50220
IDAHO FALLS, IDAHO 83405-0220
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Planning Department • (208) 612-8276

FAX (208) 612-8520

Building Department • (208) 612-8270

BGC-149-15

MEMORANDUM

TO: Honorable Mayor and City Council
FROM: Brad Cramer, Community Development Services Director
SUBJECT: Final Plat, Development Agreement, and Reasoned Statement of Relevant Criteria and Standards, Cach Estates, Division No. 1
DATE: October 30, 2015

Attached is the application for Final Plat, Development Agreement, and Reasoned Statement of Relevant Criteria and Standards, Cach Estates, Division No. 1. The Planning and Zoning Commission considered this item at its May 16, 2015 meeting and recommended approval with the condition that Lot #3 not have direct access to Holmes Avenue. Staff concurs with this recommendation. This item is now being submitted to the Mayor and City Council for consideration.

Attachments: Vicinity map
Aerial photo
Final Plat
Planning Commission Minutes, May 16, 2015
Staff Report, May 16, 2015
Development Agreement Special Conditions
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

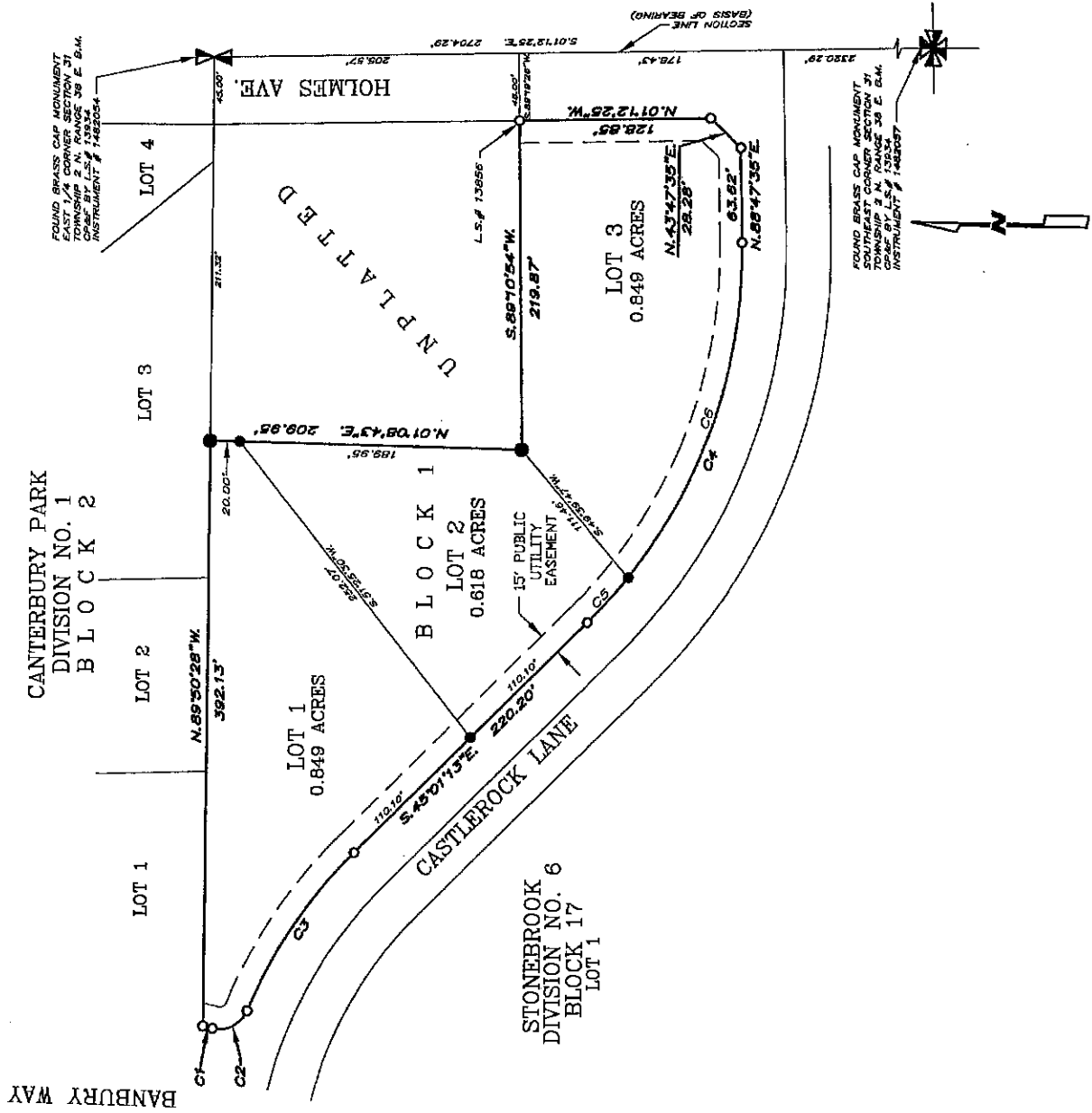


Date: 05/01/2015



DIVISION NO. 1

BEING PART OF THE S. 1/2 OF SECTION 31, T. 2 N. R. 38 E., B.M.



access, and when Division 3 is developed the fire access road will go away. Roland acknowledged that they do have to include the turn lanes on East River Road prior to any building permits being issued for Division 2.

Dixon moved to recommend to the Mayor and City Council approval of the final plat: Heritage Hills Division 2, as presented with the staff recommendations for conditions of the left and right hand turn lanes and the note about the airport noise impact area. Denney seconded the motion and it passed unanimously.

5. Final Plat: Cache Estate Division 1: Beutler presented the staff report, a part of the record. Beutler clarified for Cosgrove that the un-platted piece in the upper right corner is a house and outbuildings with a fence along the back. Cosgrove stated Lot 1 will be a funny shape and asked for clarification on what is considered the side yard, for setbacks. Beutler stated that the front would be along Castlerock Lane, the rear will be opposite the front and the side would be a small segment. Dixon stated that the unplatted piece to the north will be stuck with their only access being directly onto Holmes. Dixon asked about a pipe stem, which is a driveway that is not developed with curb and gutter, which serves more than one property. Dixon suggested creating a pipe stem, by creating a joint access along the lot line with lots 2 and 3 so the northern, unplatted property would have access to Castlerock.

The applicant was not present.

Cosgrove stated that any motion should include that Lot 3 cannot have access to Holmes.

Swaney moved to recommend to the Mayor and City Council approval of the final plat: Cache Estates Division 1, as presented, with the stipulation that Lot 3 will have no access to Holmes, Cosgrove seconded the motion and it passed unanimously.

Public Hearings:

1. Annexation and Initial Zoning: 6.007 Acres, Section 24: Beutler presented the staff report, a part of the record. Cosgrove asked why there is no buffering requirement in GC-1. Beutler stated that GC-1 is an older zone and it was used as a transition from industrial to commercial. Cosgrove stated that regardless of what the current plan is for the property, when the property is annexed and zoned you need to consider all possible legal uses within the zone. Beutler noted that the reason for the GC-1 zone on this application is to allow the printing plant. Dixon asked what kind of buffering existed when the well drilling business on 17th was redeveloped. Beutler stated that the buffer required was a solid wall fence that was 8 feet tall. Cosgrove asked if it was possible to put restrictions on the hours for lighting on the property. Beutler stated that it could be incorporated into the agreement, but there could be unintended consequences. Beutler referred to the Lowe's site with the 6 ft. berm with trees and the residential area cannot see the security lighting on the building. Swaney was concerned with the applicants desire to move forward with annexation without a plat, due to the recommendation of staff to have the plat submitted and reviewed by the Planning and Zoning Commission prior to submitting the annexation request to City Council. Beutler stated it is staff's preference to have a plat come with the annexation, however the applicant did not want to expend the funds on the plat until they were assured that they received the GC-1 zoning, as the building is not an option without the GC-1 Zone.

IDAHO FALLS PLANNING AND ZONING COMMISSION
STAFF REPORT

Cach Estates, Division No. 1
Being a re-plat of Lot 1, Block 16, Stonebrook, Division No. 6,
Being part of the S.E.¼ of Section 31, T.2N. R. 38E., B.M.
June 16, 2015



Community
Development
Services

Applicant: Ellsworth &
Associates, PLLC

Location: Located east of
and adjacent to Castlerock
Lane, west of Holmes Ave.

Size: Approx. 2.316 acres

Lots: Three

Avg. Lot Size: 33,628 sq ft.

Existing Zoning:

Site: RP-A

North: RP-A

South: RP-A

East: R-1/ A-1 Agricultural
(County)

West: RP-A

Existing Land Use:

Site: Undeveloped

North: Single Family
Residential

South: Junior High School

East: Single Family
Residential

West: Single Family
Residential/ Junior High
School

Future Land Use Map:

Low Density

Attachments:

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

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

Staff Comments: The area is currently zoned RP-A,
Residence Park. This Zone is characterized by spacious
yards and other residential amenities adequate to maintain
desirable single-family residential conditions. This property
is currently owned by School District 91 and has been
identified as surplus. A portion of the property was
previously platted with Stonebrook Division No. 6. The
remaining property is currently unplatted, but was annexed
into the City in 2001. The applicant is in the process of
purchasing the property from the school and wishes to
divide the property into three smaller residential lots.

The proposed lots will meet the minimum standards of the
RP-A Zone. Access to the properties will come from Castle
Rock Lane. No access to Holmes Ave. will be allowed from
Lot 3.

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

7-2 RP-A RESIDENCE PARK

7-2-1 General Objectives and Characteristics.

The objective in establishing the RP-A Residence Park Zone is to provide a residential environment within the City which is characterized by smaller lots and somewhat denser residential environment than is characteristic of the RP Zone. Nevertheless, this Zone is characterized by spacious yards and other residential amenities adequate to maintain desirable single-family residential conditions. The principal uses permitted in this Zone shall be one-family dwellings and certain other public facilities needed to promote and maintain stable residential neighborhoods.

In order to accomplish the objectives and purposes of this Ordinance, and to promote the essential characteristics of this Zone, the following regulations shall apply in the RP-A Residence Park Zone.

7-2-2 Use Requirements.

The following uses shall be permitted in the RP-A Zone:

- A. Any use permitted in the RP Residence Park Zone.
- B. Public utility buildings and structures when approved as required in Paragraph 4-26-J of this Ordinance.
- C. Planned Unit Developments, when approved by the Planning Commission as required in Paragraph 4-26-A of this Ordinance.
- D. Churches, when approved by the Planning Commission as a conditional use, but not including temporary revival tents or buildings, and not including night lighting for outdoor recreational purposes, except when permitted under the terms of Paragraph 4-26-B.
- E. Public and parochial schools, and public and semi-public parks and playgrounds, and similar public and semi-public uses when approved by the Planning Commission as a conditional use, as set forth in Paragraph 4-26-B of this Ordinance.
- F. Temporary uses of land and buildings when approved by the Board of Adjustment. (See paragraph 4-22.)

7-2-3 Area Requirements.

An area of not less than eight thousand (8,000) square feet shall be provided and maintained for each one-family dwelling and uses accessory thereto. No minimum area shall be required for other main buildings, except as required for conditional uses permitted in the Zone.

7-2-4 Width Requirements.

The minimum width of any building site for a dwelling shall be eighty (80) feet, measured at the setback line.

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.	X
Direct access to arterial streets from commercial or industrial lots shall be permitted only	NA

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.	
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.	X
All major streets in subdivision must conform to the major street plan of the City, as set forth in Comprehensive Plan.	NA
The alignment and width of previously platted streets shall be preserved unless topographical conditions or existing buildings or structures required otherwise.	NA
Residential lots adjoining arterial streets shall comply with: 1) Such lots shall have reverse frontage on the arterial streets, 2) such lots shall be buffered from the arterial street by any effective combination of the following: lot depth, earth berms, vegetation, walls or fences, and structural soundproofing, 3) Minimum lot depth shall be 150 ft except where the use of berms, vegetation, and structures can be demonstrated to constitute an effective buffer, 4) Whenever practical, existing roadside trees shall be saved and used in the arterial buffer, 5) Parking areas shall be used as part of the arterial buffer for high density residential uses, 6) Annexation and development agreement shall include provisions for installation and continued maintenance of arterial buffers.	X
Planning Director to classify street on basis of zoning, traffic volume, function, growth, vehicular & pedestrian safety, and population density.	NA

Comprehensive Plan Policies:

Residential lots adjacent to arterial streets shall have reverse frontage and deeper lots than typical lots within the subdivision. Such lots shall have larger rear yard, or side yard setbacks, if applicable.
(p. 41)

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

SPECIAL CONDITIONS FOR

CACH ESTATES DIV #1

S-C 1.00. Arterial Street and Bridge Fees. The Bridge and Arterial Streets fee for this Subdivision is \$400.00 (2 lots of R-1 zone at \$200.00 per lot, 1 lot is credited as paid on the previous Stonebrook Division #6 agreement), payable as follows:

<u>Due Date</u>	<u>Payment Amount</u>
Upon execution hereof	\$ 40.00
January 1, 2015	\$ 90.00
April 1, 2016	\$ 90.00
July 1, 2016	\$ 90.00
October 1, 2016	\$ 90.00
TOTAL	\$ 400.00

S-C 2.00. Surface Drainage Fees. The surface drainage fee for this Subdivision is \$751.74 (100,232 square feet net area at \$.0075 per square foot), payable as follows:

<u>Due Date</u>	<u>Payment Amount</u>
Upon execution hereof	\$ 75.17
January 1, 2015	\$ 169.14
April 1, 2016	\$ 169.14
July 1, 2016	\$ 169.14
October 1, 2016	\$ 169.15
TOTAL	\$ 751.74

S-C 3.00. Holmes Avenue Frontage. Developer agrees that lots fronting on Holmes Avenue shall not have direct vehicular access to Holmes Avenue. Therefore, pursuant to Title 10, Chapter 2, City Code, Developer shall have no obligation to design or construct any portion of the street section within the Holmes Avenue right-of-way. Developer shall only be responsible to pay the design and construction costs of the curb, gutter, sidewalk and storm drainage facilities along the Holmes Avenue frontage being annexed. When the curb, gutter, sidewalk and storm drainage are constructed, Developer or his heirs and assigns, agrees to pay to the City the actual bid item costs for the curb, gutter and sidewalk. Such payment shall be made within thirty days after completion of such improvements and delivery of a written statement by the City to the Developer.

S-C 4.00. Storm Drainage. Developer shall design and construct a storm drainage system in the subdivision that shall meet the City storm water volume requirements.

REASONED STATEMENT OF RELEVANT CRITERIA AND STANDARDS

FINAL PLAT FOR CACH ESTATES, DIVISION NO. 1, LOCATED EAST OF AND ADJACENT TO CASTLEROCK LANE, WEST OF HOLMES AVENUE

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

WHEREAS, this matter came before the Idaho Falls Planning and Zoning Commission on June 16, 2015; and

WHEREAS, this matter came before the Idaho Falls City Council during a duly noticed public meeting on November 12, 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 2.316 acre parcel located east of and adjacent to Castlerock Lane, west of Holmes Avenue.
3. The property is currently zoned RP-A, Residence Park.
4. The subdivision includes three lots with frontage onto Castlerock Lane.
5. No access will be given to Lot 3 from Holmes Ave.
6. The final plat complies with the requirements set forth within the Subdivision Ordinance of the City of Idaho Falls.

II. DECISION

Based on the above Reasoned Statement of Relevant Criteria, the City Council of the City of Idaho Falls approved the plat for Cach Estates, Division No. 1.

PASSED BY THE CITY COUNCIL OF THE CITY OF IDAHO FALLS

THIS _____ DAY OF _____, 2015

Rebecca L. Noah Casper, Mayor



CITY OF IDAHO FALLS

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

MUNICIPAL SERVICES

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

November 3, 2015

MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Pamela Alexander, Municipal Services Director

SUBJECT: **RENEWAL OF MICROSOFT SOFTWARE AND SUPPORT FOR 2015-2016 FISCAL YEAR**

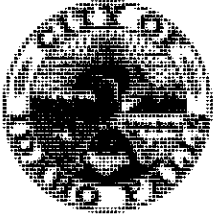
Municipal Services respectfully requests that the Mayor and Council authorize the renewal and support services for Microsoft Software and Annual Licensing fee from Dell Computer Corporation in the lump sum amount of \$133,596.37 from the State of Idaho Bid #SBPO1388.

Respectfully,

A handwritten signature in black ink, reading "Pamela Alexander". The signature is fluid and cursive, with a large initial "P".

PAMELA ALEXANDER
MUNICIPAL SERVICES DIRECTOR

PA/ch



CITY OF IDAHO FALLS

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

MUNICIPAL SERVICES

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

November 3, 2015

MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Pamela Alexander, Municipal Services Director

SUBJECT: **BID IF-16-03 ONE (1) NEW GENERATION STEP-UP POWER TRANSFORMER**

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

It is the recommendation of Municipal Services and of Idaho Falls Power to accept the lowest responsive responsible bid of Wenco, LLC to furnish a Vitzro Generation Step-up Transformer and spare parts for a lump sum amount of \$171,069.00.

Respectfully,


PAMELA ALEXANDER
MUNICIPAL SERVICES DIRECTOR

PA/ch
Attachment

Date of Bid Opening: October 15, 2015

CITY OF IDAHO FALLS

Bid IF-16-03 Tabulation for Generation Step-up Transformer

COMPANY WITHDREW THE BID BEFORE THE BID OPENING											
Manufacturer	Pacific Crest Transformers	Pennsylvania Transformer Technology, Inc.	3. Virginia Transformer Corp.	4. Delta Star, Inc.	5. A. PanAmerica Supply, Inc.	5. B. PanAmerica Supply, Inc.	6. Howard Industries, Inc.	7.CG Power Systems USA Inc.	8. Wisco, LLC	9. WEG Electric Corp	10. ABB
Bidder City:	Madford, Oregon	Canonsburg, Pennsylvania	Roanoke, Virginia	San Carlos, California	Katy, Texas	Katy, Texas	Laurel, Mississippi	Washington, Missouri	La Crescenta, CA	Duluth, Georgia	South Boston, VA
Quantity 48KV-116KV 7 MVA Power Transformer Complete with Specified Accessories											
1	Price/Each	\$244,238.00	\$273,660.00	\$204,905.00	\$333,130.00	\$160,400.00	\$312,000.00	\$177,500.00	\$150,313.00	\$230,500.00	\$204,750.00
Other Costs	-	N/A	N/A	N/A		\$21,600.00	Assembly and Testing are \$900.00	Attached	\$15,000.00	\$0.00	-
Option 1 -Galvanized Radiators	-	Included	Included	No Additional Charge		\$1,500.00		Included	-	\$4,500.00	-
Lump Sum Total	\$244,238.00	\$273,660.00	\$204,905.00	\$333,130.00		\$182,000.00	\$312,000.00	\$177,500.00	\$165,313.00	\$230,500.00	\$204,750.00

MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Craig H. Davis, Airport Director

DATE: November 12, 2015

SUBJECT: **Construction Contract - TMC Contractors, Inc.
Apron Expansion, Deice Pad and Employee Parking Lot Project
FAA AIP Project No. 3-16-0018-040-2015**

Attached for your consideration is a construction contract between the City of Idaho Falls and TMC Contractors, Inc. in the amount of \$2,384,000.00 for the Apron Expansion, Deice Pad and Employee Parking Lot Project. On August 13, 2015, Idaho Falls City Council approved the Notice to Award to TMC and on September 24, 2015 ratified the acceptance of FAA Grant #40 which provides funding at 93.75% with the remaining costs covered under Airport budgeted funds.

Although the construction of this project will not commence until the spring of 2016, we are seeking contract execution at this time to allow the contractor time to begin work on detailed Federal Aviation Administration submittals and crushing of materials in preparation for the critical pavement work.

The City Attorney has reviewed said contract.

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

Respectfully submitted,



Craig H. Davis
Airport Director

c: City Clerk

CONTRACT AGREEMENT

Idaho Falls Regional Airport
Idaho Falls, Idaho
AIP PROJECT NO. 3-16-0018-40

THIS AGREEMENT, made and entered into this 12th day of November, 2015, by and between the City of Idaho Falls, Party of the First Part, hereinafter referred to as the "Owner", and TMC Contractors, Inc., Party of the Second Part, hereinafter referred to as the "Contractor," for the construction of airport improvement including Apron Expansion, Deicing Apron and Employee Parking Lot and other incidental work at the Idaho Falls Regional Airport.

WITNESSETH:

ARTICLE 1. It is hereby mutually agreed that for and in consideration of the payments as provided for herein to the Contractor by the Owner, the said Contractor shall furnish all labor, equipment, and material and shall perform all work necessary to complete the improvements in a good and substantial manner, ready for use, and in strict accordance with this Contract, a copy of which is filed pursuant to law in the office of the legal representative of the Owner.

ARTICLE 2. It is hereby further agreed that in consideration of the faithful performance of the work by the Contractor, the Owner shall pay the Contractor the compensation due him/her by reason of said faithful performance of the work, at stated intervals and in the amount certified by the Engineer, in accordance with the provisions of this Contract.

ARTICLE 3. It is hereby further agreed that, at the completion of the work and its acceptance by the Owner, all sums due the Contractor by reason of his faithful performance of the work, taking into consideration additions to or deductions from the Contract price by reason of alterations or modifications of the original Contract or by reason of "Extra Work" authorized under this Contract, will be paid the Contractor by the Owner after said completion and acceptance.

ARTICLE 4. It is hereby further agreed that any references herein to the "Contract" shall include "Contract Documents" as the same as defined in Paragraph 10-13, Section 10 of the General Provisions and consisting of the Invitation for Bid, Instruction to Bidders, all issued Addenda, Proposal, Statement of Qualifications, Anticipated Sub-Contracts, Form of Proposal Guaranty, Notice of Award, Contract Agreement, Performance & Payment bonds, Notice to Proceed, Notice of Contractor's Settlement, Wage Rates, General Provisions, Special Provisions, Plans, Technical Specifications, attached appendices and all documents incorporated by reference. Said "Contract Documents" are made a part of the Contract as if set out at length herein. Said Contract Agreement is limited to the items in the proposal as signed by the "Contractor" and included in the "Contract Documents."

ARTICLE 5. The Contractor agrees to perform all the work describe in the Contract Documents for the unit prices and lump sums as submitted in the Bid, taking into consideration additions to or deductions from the Total Bid by reason of alterations or modifications of the original quantities or by

reason of "Extra Work" authorized under this Agreement in accordance with the provisions of the Contract Documents.

ARTICLE 6. The Contractor agrees to commence work within ten (10) calendar days after the receipt of a notice to proceed and the Contractor further agrees to complete said work within 60 calendar day(s). Extensions of the Contract time may only be permitted execution of a formal modification to Contract Agreement as approved by the Owner. Liquidated damages in the amount of \$5000/calendar day(s) shall be paid to the Airport for that time which exceeds the number of Calendar days allowed in this paragraph. In addition, up to \$1,280/calendar day(s) for the construction manager plus up to \$1,080/calendar day(s) for each additional resident engineer plus any incurred expenses (per diem, lodging, etc.) will be charged to the Contractor for that time which exceeds the number of Calendar days allowed in this paragraph. Further, each phase of work under the project has additional liquidated damage clauses, as outlined in Section 80-08 FAILURE TO COMPLETE ON TIME..

The total estimated cost for AIP project #3-16-0018-40 thereof to be Two - Million, Three-hundred and Eighty-four thousand dollars
(\$ 2,384,000.00).

IN WITNESS WHEREOF, the Party of the First Part and the Party of the Second Part, respectively, have caused this Agreement to be duly executed in day and year first herein written in five (5) copies, all of which to all intents and purposed shall be considered as the original.

CONTRACTOR, Party of the Second Part

OWNER, Party of the First Part

TMC Contractors, Inc

By: [Signature]

By: _____

President

(Office or Position of Signer)

(Office or Position of Signer)

(SEAL)

(SEAL)

ATTEST: [Signature]

ATTEST: _____

Secretary

(Office or Position of Signer)

(Office or Position of Signer)

NOTICE OF AWARD

August 13, 2015

TMC Contractors, Inc.
2984 E. Lincoln Road
Idaho Falls, ID 83401

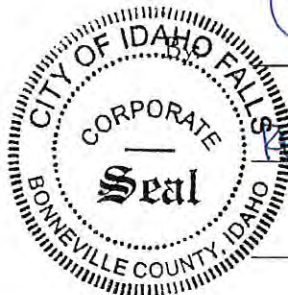
The City of Idaho Falls, having considered the Contract Proposals submitted for improvements to the Idaho Falls Regional Airport, AIP Project No. 3-16-0018-40, and it appearing that your Contract Proposal of two million, three hundred eighty four thousand dollars and 00/100 cents (\$2,384,000.00) for Apron Expansion, Deicing Apron & Employee Parking is fair, equitable and in the best interest of the City of Idaho Falls and having authorized the work to be performed, the said Contract Proposal is hereby accepted at the bid prices contained therein.

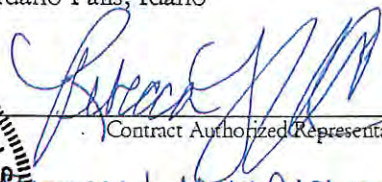
In accordance with the terms of the Contract Documents, you are required to execute the formal Contract Agreement and furnish the required Performance Bond and Payment Bond within 30 consecutive calendar days from and including the date of this notice.

The Bid Bond submitted with your Contract Proposal will be returned upon execution of the Contract Agreement and the furnishing of the Performance Bond and Payment Bond. In the event that you should fail to execute the Contract Agreement and furnish the Performance Bond and Payment Bond, within the time specified, the Bid Bond will be forfeited to the Owner Airport Board.

This Award is subject to the concurrence of the Federal Aviation Administration.

City of Idaho Falls
Idaho Falls, Idaho





Contract Authorized Representative

REBECCA L. NOAH CASPER / MAYOR

Name and Title

AUGUST 13, 2015

Date

PERFORMANCE BOND

KNOW ALL MEN BY THESE PRESENTS, That TMC Contractors, Inc.
Old Republic Surety Company as Principal, hereinafter called Contractor, and
Old Republic Surety Company as Surety, licensed to do business as such
in the State of Idaho, hereby bind themselves and their respective heirs, executors, administrators,
successors, and assigns, unto City of Idaho Falls, Idaho Falls, Idaho, as Obligee, hereinafter called
Owner, in the penal sum of
Two Million Three Hundred Eighty Four Thousand Dollars and No/00
Dollars
(\$ **\$2,384,000.00**) for the payment whereof Contractor and Surety bind themselves, their
heirs, executors, administrators, successors and assigns, jointly and severally, by these presents.

WHEREAS,

Contractor has by written agreement, entered into a contract with City of Idaho Falls for Apron
Expansion, Deicing Apron & Employee Parking, which contract, including any present or future
amendment thereto, is incorporated herein by reference and is hereinafter referred to as the Contract.

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION is such that, if the Contractor
shall promptly and faithfully perform said Contract including all duly authorized changes thereto,
according to all the terms thereof, including those under which Contractor agrees to pay legally required
wage rates including the prevailing hourly rate of wages in the locality, as determined by the
Department of Labor and Industrial Relations or by final judicial determination, for each craft or type
of workman required to execute the contract, and, further, shall defend, indemnify and hold the Owner
harmless from all damages, loss and expense occasioned by any failure whatsoever of said Contractor
and Surety to fully comply with and carry out each and every requirement of the contract, then this
obligation shall be void; otherwise it shall remain in full force and effect.

In the event that Contractor shall be and is declared by the Owner to be in default under the Contract,
the Owner having performed its obligations thereunder, the Surety may promptly remedy the default,
or shall promptly

- 1) Complete the contract in accordance with its terms and conditions, or
- 2) Obtain a bid or bids for completing the Contract in accordance with its terms and conditions, and
upon determination by Surety of the lowest responsible bidder, or, if the Owner elects, upon
determination by the Owner and the Surety jointly of the lowest responsible bidder, arrange for a
contract between such bidder and the Owner, and make available as Work progresses (even though
there should be a default or a succession of defaults under the contract or contracts of completion
arranged under this paragraph) sufficient funds to pay the cost of completion less the balance of the
contract price; but not exceeding, including other costs and damages for which the Surety may be liable
here under, the penal sum of the bond. The term "balance of the contract price", as used in this
paragraph, shall mean the total amount payable by the Owner to Contractor under the Contract and
any amendments thereto, disbursed at the rate provided in the original contract, less the amount
properly paid by the Owner to the Contractor. If the completion contract provides for more rapid
payment than the Contract, then Surety shall advance such sums as are needed to make payment as
provided in the completion contract and shall recover it from the Owner when payment from the
Owner is due.

No suit shall be commenced or pursued hereunder other than in a state court of competent jurisdiction in Bonneville County, Idaho, or in the United States District Court for the District of Idaho.

WAIVER. The said surety, for value received, hereby expressly agrees that no change, extension of time, alteration or addition to the terms of the contract or to the work to be performed thereunder, shall in any wise affect the obligations of this bond; and it does hereby waive notice of any such change, extension of time, or alteration or addition to the terms of the contract or the work to be performed thereunder.

IN WITNESS WHEREOF, the above parties have executed this instrument the _____ day of August, 2015.

SIGNATURE OF PRINCIPAL (as applicable)

A. Individual, partnership or joint venture

(Signature of sole proprietor or general partner)

B. Corporation

TMC Contractors, Inc.

Name of Corporate Principal

Attest:

Secretary (affix seal)

By

SIGNATURE OF SURETY

Name and address of Corporate Surety

Old Republic Surety Company

10220 SW Greenburg Road, Suite 640
Portland, OR 97223

By

Attorney in Fact (attach power of attorney)

Monica E. Nelson

ACCEPTANCE BY

The foregoing bond is approved.

Date

By

The foregoing bond is in due form according to law and is approved.

Date

By

PAYMENT BOND

KNOW ALL MEN BY THESE PRESENTS: That TMC Contractors, Inc.
Old Republic Surety Company, as Principal, hereinafter called Contractor, and
 as Surety, licensed to do business as such in
 the State of Idaho, hereby bind themselves and their respective heirs, executors, administrators,
 successors, and assigns, unto the City of Idaho Falls, Idaho Falls, Idaho, as Obligee, and hereinafter
 called Owner, in the penal sum of
Two Million Three Hundred Eighty Four Thousand Dollars and No/00
Dollars
(\$**\$2,384,000.00**) for the payment whereof Contractor and Surety bind themselves, their
 heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS,

Contractor has by written agreement, entered into a contract with the City of Idaho Falls for Apron
 Expansion, Deicing Apron & Employee Parking, which contract, including any present or future
 amendment thereto, is incorporated herein by reference and is hereinafter referred to as the Contract.

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION is such that, if in connection
 with the Contract including all duly authorized modifications thereto, prompt payment shall be made to
 all laborers, subcontractors, teamsters, truck drivers, owners or other suppliers of equipment employed
 on the job, and other claimants, for all labor performed in such work whether done for the prime
 contractor, a subcontractor, the Surety, a completion contractor or otherwise (at the full wage rates
 required by any law of the United States or of the State of Idaho, where applicable), for services
 furnished and consumed, for repairs on machinery, for equipment, tools, materials, lubricants, oil,
 gasoline, water, gas, power, light, heat, oil, telephone service, grain, hay, feed, coal, coke, groceries and
 foodstuffs, either consumed, rented, used or reasonably required for use in connection with the
 construction of the work or in the performance of the Contract and all insurance premiums, both for
 compensation and for all other kinds of insurance on the work, for sales taxes and for royalties in
 connection with, or incidental to, the completion of the Contract, in all instances whether the claim be
 directly against the Contractor, against the Surety or its completion contractor, through a subcontractor
 or otherwise, and, further, if the Contractor shall defend, indemnify and hold the City of Idaho Falls
 harmless from all such claims, demands or suits by any such person or entity, then this obligation shall
 be void; otherwise it shall remain in full force and effect.

Any conditions legally required to be included in a payment bond on this contract, including but not
 limited to those set out in the applicable Idaho state section of the Owner Charter, are included herein
 by reference.

The Surety agrees that, in the event that the Contractor fails to make payment of the obligations
 covered by this bond, it will do so and, further, that within forty-five (45) days of receiving, at the
 address given below, a claim here under stating the amount claimed and the basis for the claim in
 reasonable detail, it (a) will send an answer to the claimant, with a copy to the Owner, stating the
 amounts that are undisputed and the basis for challenging any amounts that are disputed and (b) will
 pay any amounts that are undisputed. The amount of this bond shall be reduced by and to the extent
 of any payment of payments made in good faith here under.

While this bond is in force, it may be sued on at the instance of any party to whom any such payment is due, in the name of the Owner, to the use of such party. The Owner shall not be liable for the payment of any costs or expenses of any such suit.

No suit shall be commenced or pursued hereunder other than in a state court of competent jurisdiction in Bonneville County, Idaho, or in the United States District Court for the District of Idaho.

WAIVER. The said Surety, for value received, hereby expressly agrees that no change, extension of time, alteration or addition to the terms of the Contract or to the work to be performed thereunder, shall in any wise affect the obligations of this bond, and it does hereby waive notice of any such change, extension of time, or alteration or addition to the terms of the contract or the work to be performed thereunder.

IN WITNESS WHEREOF, the above parties have executed this instrument the _____ day of August, 2015.

SIGNATURE OF PRINCIPAL (as applicable)

A. Individual, partnership or joint venture

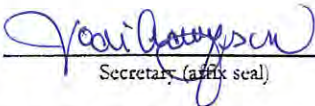
(Signature of sole proprietor or general partner)

B. Corporation

TMC Contractors, Inc.

Name of Corporate Principal

Attest:


Secretary (affix seal)

By

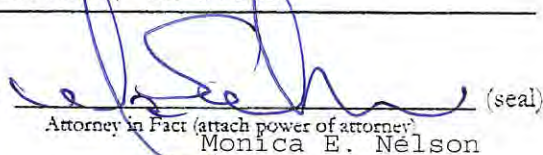


SIGNATURE OF SURETY

Name and address of Corporate Surety

Old Republic Surety Company
10220 SW Greenburg Road, Suite 640
Portland, OR 97223

By

 (seal)
Attorney in Fact (attach power of attorney)
Monica E. Nelson

ACCEPTANCE BY

The foregoing bond is approved.

Date

By

The foregoing bond is in due form according to law and is approved.

Date

By



OLD REPUBLIC SURETY COMPANY

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That OLD REPUBLIC SURETY COMPANY, a Wisconsin stock insurance corporation, does make, constitute and appoint:

MICHAEL H GALE, GEORGIA TORRES, RAYNE HARRIS, DOUGLAS G. BALL, MONICA E. NELSON, BRADLEY K. NIELSON, CHRIS LUND, DENNIS M. GROSS, DONNA KANE, J. MICHELE BURRSTON, RANDY C. EMERY, TERRY H BUCKNER, VICKIE NELSON, JULIE B. MARTINDALE, MICHELLE S. PHELPS, ANDREW P. RENDON, OF SALT LAKE CITY, UT

its true and lawful Attorney(s)-in-Fact, with full power and authority, not exceeding \$50,000,000, for and on behalf of the company as surety, to execute and deliver and affix the seal of the company thereto (if a seal is required), bonds, undertakings, recognizances or other written obligations in the nature thereof, (other than bail bonds, bank depository bonds, mortgage deficiency bonds, mortgage guaranty bonds, guarantees of installment paper and note guaranty bonds, self-insurance workers compensation bonds guaranteeing payment of benefits, asbestos abatement contract bonds, waste management bonds, hazardous waste remediation bonds or black lung bonds), as follows:

ALL WRITTEN INSTRUMENTS IN AN AMOUNT NOT TO EXCEED AN AGGREGATE OF THREE MILLION DOLLARS(\$3,000,000)----- FOR ANY SINGLE OBLIGATION, REGARDLESS OF THE NUMBER OF INSTRUMENTS ISSUED FOR THE OBLIGATION.

and to bind OLD REPUBLIC SURETY COMPANY thereby, and all of the acts of said Attorneys-in-Fact, pursuant to these presents, are ratified and confirmed. This document is not valid unless printed on colored background and is multi-colored. This appointment is made under and by authority of the board of directors at a special meeting held on February 18, 1982. This Power of Attorney is signed and sealed by facsimile under and by the authority of the following resolutions adopted by the board of directors of the OLD REPUBLIC SURETY COMPANY on February 18, 1982.

RESOLVED that, the president, any vice-president, or assistant vice president, in conjunction with the secretary or any assistant secretary, may appoint attorneys-in-fact or agents with authority as defined or limited in the instrument evidencing the appointment in each case, for and on behalf of the company to execute and deliver and affix the seal of the company to bonds, undertakings, recognizances, and suretyship obligations of all kinds; and said officers may remove any such attorney-in-fact or agent and revoke any Power of Attorney previously granted to such person.

RESOLVED FURTHER, that any bond, undertaking, recognizance, or suretyship obligation shall be valid and binding upon the Company

- (i) when signed by the president, any vice president or assistant vice president, and attested and sealed (if a seal be required) by any secretary or assistant secretary; or
- (ii) when signed by the president, any vice president or assistant vice president, secretary or assistant secretary, and countersigned and sealed (if a seal be required) by a duly authorized attorney-in-fact or agent; or
- (iii) when duly executed and sealed (if a seal be required) by one or more attorneys-in-fact or agents pursuant to and within the limits of the authority evidenced by the Power of Attorney issued by the company to such person or persons.

RESOLVED FURTHER, that the signature of any authorized officer and the seal of the company may be affixed by facsimile to any Power of Attorney or certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligations of the company; and such signature and seal when so used shall have the same force and effect as though manually affixed.

IN WITNESS WHEREOF, OLD REPUBLIC SURETY COMPANY has caused these presents to be signed by its proper officer, and its corporate seal to be affixed this 8TH day of AUGUST, 2014.

Phyllis M. Johnson
Assistant Secretary



OLD REPUBLIC SURETY COMPANY

Alan Pavlic
President

STATE OF WISCONSIN, COUNTY OF WAUKESHA-SS

On this 8TH day of AUGUST, 2014, personally came before me, Alan Pavlic and Phyllis M. Johnson, to me known to be the individuals and officers of the OLD REPUBLIC SURETY COMPANY who executed the above instrument, and they each acknowledged the execution of the same, and being by me duly sworn, did severally depose and say; that they are the said officers of the corporation aforesaid, and that the seal affixed to the above instrument is the seal of the corporation, and that said corporate seal and their signatures as such officers were duly affixed and subscribed to the said instrument by the authority of the board of directors of said corporation.



Kathryn R. Pearson
Notary Public
My commission expires: 9/28/2014

CERTIFICATE

I, the undersigned, assistant secretary of the OLD REPUBLIC SURETY COMPANY, a Wisconsin corporation, CERTIFY that the foregoing and attached Power of Attorney remains in full force and has not been revoked; and furthermore, that the Resolutions of the board of directors set forth in the Power of Attorney, are now in force.

88-1000



Signed and sealed at the City of Brookfield, WI this August 2015 day of

Jim E. Cherry
Assistant Secretary

THE BUCKNER COMPANY

THIS DOCUMENT HAS A COLORED BACKGROUND AND IS MULTI-COLORED ON THE FACE. THE COMPANY LOGO APPEARS ON THE BACK OF THIS DOCUMENT AS A WATERMARK. IF THESE FEATURES ARE ABSENT, THIS DOCUMENT IS VOID.