



NOTICE OF PUBLIC MEETING

Monday, August 20, 2018

CITY COUNCIL CHAMBERS

680 Park Avenue

Idaho Falls, ID 83402

3:00 p.m.

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

SPECIAL MEETING (Council Work Session)

Times listed in parentheses are only estimates.

Call to Order and Roll Call

Mayor:

- Acceptance and/or Receipt of Minutes
- Calendar, Announcements and Reports (10)

Council:

- Liaison Reports and Concerns (10)

Airport:

- Airport Security Update (25)
- Action Desired:* Education only, no action desired

Public Works:

- 2018 Public Works Construction Projects Update (20)
- Action Desired:* Discussion only, no action desired

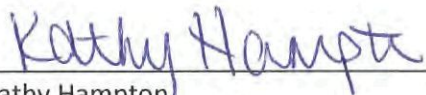
Fire:

- Mutual Aid Agreement with Bonneville County Regarding Wildland Fires (15)
- Action Desired:* Discussion only, no action desired

Council:

- Public Hearing Comments and Consideration of Final 2018/2019 Budget Proposed Revisions
- Action Desired:* Discussion only, no formal action desired; Council may request additional data or determine to meet again.

DATED this 17th day of August, 2018


Kathy Hampton
City Clerk



MEMORANDUM

TO: Honorable Mayor and Council

FROM: Brad Cramer, Director

DATE: August 8, 2018

RE: August 7, 2018, Planning Commission Action

Planning Commission took the following action during the August 7, 2018 meeting.

1. **REZON18-013: Rezone to remove the PT overlay zone.** Generally south of E 12th St., west of St Clair Rd., north of E 17th St., & east of Juniper Dr. On 8/7/18, the Planning & Zoning Commission recommended to the Mayor and City Council approval of the rezone to remove the PT overlay as presented.
2. **PUD18-001: Planned Unit Development. The Gardens PUD.** Generally south of W Broadway, west of S Bellin Rd., north of Pancheri Dr., and west of S Old Butte Rd. On August 7, 2018 the Planning and Zoning Commission tabled the item so the applicant could be in attendance and address the questions raised during the hearing.
3. **RZON18-014: Amendments to Zoning Ordinance.** Amendments to the City Zoning Ordinance in sections: Tables 11-2-1, 11-2-2 and 11-2-3, Park and Recreation Facilities, Caretaker Quarters as an allowed use. Section 11-4-4H(1) Required buffers to residential zones. Table 11-6-1: Summary of Actions/Decisions. Section 11-6-7: Enforcement. 11-7-1: Definitions. On 8/7/18, the Planning Commission recommended to the Mayor and City Council approval of the amendments as presented.

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

PC Action 8/7/2018

IFDDC BOD Meeting Minutes
1-9-2018
Syringa Networks Board Room

Attendance: Greg Crockett, Derek Christiansen, Kevin Cutler, Tom Judd, Tasha Taylor, Steve Fischbach, Antonio Meza, Jake Durtschi, Jim Francis, Jill Hansen, Kevin Josephson, George Morrison, Dana Briggs

Staff: Catherine Smith

Greg Crockett calls the meeting to order at 8:35.

Kevin Cutler moves to accept the minutes of December 5, 2017. Jake Durtschi seconds. Motion passes.

Catherine reviewed financials in Shanon's absence and noted Shanon had reviewed the financials and did not have any concerns. Catherine shared there were savings on the maintenance line item due to the lack of snowfall. The city assessment payment was received in December for \$15,000 and another payment in January for \$30,000 that is budgeted for the operations budget. The income split for the two Melaleuca parking lots we manage is also shown on this financial statement. The first check reflects the payment from June to the end of 2017. Moving forward the income split will be made quarterly. We have more dollars to spend on marketing and are running behind budget, so we have some money to spend. Greg reminds the Board there are more funds available at the BID Fund held at the City of Idaho Falls Treasurer's office and we should look at more projects to consider for this spring. There may be funds available within the Historic Foundation we manage as well for projects.

Antonio moves to approve the financials. Tom seconds. Motion passes.

Tasha Taylor has been nominated to join the Board of Directors. Greg moves to accept the nomination for Tasha to join the Board of Directors. Kevin seconds. Motion passes.

Catherine reports out the project for the Yellowstone sign is slowly moving along. There has been a problem with the boom truck at FastSigns. The marquee/reader board has been replaced. The top graphic of the sign is what we are waiting for. Lighting the sign will be challenging and there's possibly options for lighting from the ground. The Historic Downtown Foundation is covering the costs of new pots on the intersection of Shoup and A street. There's some interest in replacing the crumbling boxes with self-watering planter boxes. The project would require partnering with Parks and Recreation to execute the project. The goal would be to save as many trees as possible with this process. Greg reminds the board we have an opportunity on Broadway and Yellowstone to beautify the space with added planter boxes and pots. Catherine presented the social media use policy she's drafted and propose we implement and ask the Board to review and bring back edits for the next Board meeting to potentially accept. The events for 2018 was reviewed and noted we added a Cupid's Crawl to our lineup.

Dana Briggs reported out on the City activities including an update on The Broadway project. The Broadway parking garage is nearly finished. The Bonneville Hotel is still tracking and moving forward. The tax credits needed for the project did survive the tax reform bill that moved through Washington DC. Dana confirms there are moving pieces to bring the project together but all signs point to positive results. Also, the State of the City and swearing in ceremony will take place that night.

There was brief discussion on the development of The Plaza at The Broadway project. It was discussed that IFDDC can help support the efforts for the fountain and use of The Plaza by being part of the conversation. Jill Hansen suggests we consider contributing to the fountain project so IFDDC can put their name on the project. The idea is well received.

Lisa Farris reviews the CDBG Program and Façade Projects currently for 2017 funds we have just over \$79,000 and three large façade projects we are working on. Catherine has submitted the 2018 application for 2018 funds of \$55,000. The process is moving somewhat small because we don't have a federal budget right now. The 2017 projects are: IOOF Building on Park, Jacob Grant Property/The Downtown Event Center on Park Avenue, and the Idaho Building/Business Development Center. The Veterans Memorial building would like to do a sign project. There is still \$18,000 available for 2017 funding. The SnakeBite is interested in a project. Catherine reviewed the numbers of façade projects completed. From 2006-2017: \$838,917 in funding to assist 66 business owners with 95 projects completed and 5 projects are obligated and pending completion.

Meeting adjourned at 9:30 pm.

Respectfully submitted by Catherine Smith on behalf of Kevin Josephson

Idaho Falls Downtown Development Corp. board meeting was held March 6, 2018 in the Syringa Networks Board Room (460 Park Ave) at 8:30am. Attendance: Brandi Newton, Greg Crockett, Jill Hansen, Derek Christiansen, Kevin Cutler, Tom Judd, Tasha Taylor, Steve Fischbach, Antonio Meza, Kevin Josephson, Shanon Taylor, Jake Durtschi, George Morrison, Dana Briggs, Lisa Farris, Brent McLane, Joe Stanislaw, Staff: Catherine Smith, Mala Lyon

Minutes for February 6, 2018 reviewed – Brandi motion to be approved; Tasha 2nd and board approved
Financial report was reviewed – Shanon motion to be approved; Kevin C. 2nd and board approved.

Catherine informed the board that the Business Improvement District (BID) assessment collection with the county is now a clear process. Quarterly the money collected by the county goes back to the city fund as our BID management agreement is with the city. The city then pays it to us the following according to our management agreement: Jan. \$30,000; July \$15,000; Oct. \$15,000 = \$60,000 total per year. The county just sent to the city \$45,000 of collected assessments and we expect \$47,000 more to come in June. The city currently holds for us \$93,298.68 in the BID fund. We renew the BID management agreement with the city each year. We can adjust the amount paid to us when the agreement is renewed and we can request additional funds for special projects.

Cupid Pub Crawl report: we had 42 people at \$10 per ticket participate. We will be looking at ways to include the restaurants in the future.

Planter boxes: We will do a full overview and review costs in April to do this work of removing bad planters and replace the curb and gutter and sidewalk all at the same time. The intersection corners were re-done in recent years to make them ADA compliant. We are looking at going out 10 to 15 feet from each of these new corner edges with curb/gutter and sidewalk repair work when the bad planters are removed. The responsibility of the sidewalk repair is for the property owner and the city will remove the old for free and doing a 50/50 split on the curb and gutter costs. It would be the perfect time for property owners to do repairs at the same time. Such as doing the rest of the sidewalk/curb/gutter, replace their sewer and water infrastructure if this is the area where it is accessible. We are estimating that each side of a corner will be \$120 to \$200 to replace the curb and gutter.

Public Art committee – meeting this week to take the next steps on the vinyl wraps of art work on the electrical boxes. The ARTitorium is having an art contest for the box that is near them. Catherine applied for a CHC grant to possibly help pay for more wraps.

Parking Committee - made plans to bring Max Clark from Boise here to guide us on what our first steps should be. We will also meet with the chief of police and discuss how to manage the 2 hour on-street parking. We did create a note to tag the cars of people that work downtown and park on the street. It is just a friendly reminder that they are taking up space for customers and clients.

Joe Stanislaw introduced himself as a resident of the downtown for the past 3 years living above the Yarn Connection. As a resident he has concerns about how the parking areas for residents are not in areas where it is easy to walk, like south of Broadway. We need a solution for overnight parking. The parking lots the IFDDC manages has a no overnight parking policy. We want people to park in these outlying parking lots, but do not help make them pedestrian friendly to walk to. Brent pointed out that although the city makes every effort to make parking accessible, it is not the city's responsibility to provide parking for residents or employees, it is the landlords/property owners. Joe was invited to be on the parking committee. Next parking committee meeting will be held after meeting with Max and the police chief.

Dana has created several videos for the city website and we watched the Welcome to Idaho Falls one. We are encouraged to share these videos.

Meeting was adjourned at 9:40am. Our next board meeting will be held April 3, 2018.

Respectfully submitted by Kevin Josephson, IFDDC secretary and Mala Lyon

Idaho Falls Downtown Development Corp. board meeting was held May 1, 2018 in the Syringa Networks Board Room (460 Park Ave) at 8:30am

Attendance: Brandi Newton, Greg Crockett, Jill Hansen, Derek Christiansen, Kevin Cutler, Tasha Taylor, Steve Fischbach, Antonio Meza, Shanon Taylor, Jake Durtschi, Jim Francis – city council member, Dana Briggs, Lisa Farris, Brent McLane, Brad Crammer and Jonathan Gallup from Resin Architecture. Staff: Catherine Smith, Mala Lyon

Minutes for March 6, 2018 were reviewed – Derek motion to be approved; Jill second and board approved

Financial report – we are doing well. Events are bringing in money that we can use that for more projects. Greg motioned they be approved; Shanon seconded; board approved.

Jonathan Gallup was welcomed and introduced – co-owner of Resin Architecture with Graham Whipple and Greg Croft located at 520 Shoup.

Brad – ‘The Broadway’ has the elevator tower in place and walls will start going up soon. We are still discussing the parking management. The Bonneville renovation is on schedule for September. The Redevelopment Agency will end December 31st of this year. The money they have left will go toward one more project. The project they are looking at has the deadline of May 17th and if it doesn’t come thru they will be looking for a different project. Project proposals will need to come from the IFDDC not Brad. Possible projects - two downtown building owners to have them buy, a hotel on Lindsay is asking for help (Ball Ventures), ‘The Broadway’ landscaping and sidewalks. The group that comes with the best planned out/ready to go project will have a best chance of getting the money. Greg asked if the Bonneville will have to create more parking? Brad said no, but there will only be half the number of apartment units. The next RDA meeting is May 17th. Any presentation will need to have the vision clearly outlined, rough estimate of costs with specifics to get the RDA to look at it.

Catherine – Planter box project chaired by Kevin Cutler. He will get a bid and selection of a contractor for the pavers. We will coordinate with the city the demolition of the old planters, install new sidewalk and gutters at the intersection of A Street and Capital. ‘The Broadway’ will have lots of pavers and we will match what they use.

Awesomeness of Autism fundraiser - we raised \$1,800 from the donations from the merchants and restaurants. We will be delivering the checks to the schools the end of this week.

SpringBrew - \$5,100 profit - Krisi Staten was the event director again. Without her we would have to rent a moving truck to haul everything. MCS created a wonderful billboard for us. You could hear the music all over downtown. An event planner makes these events go well. We need to make sure our events are a positive, well run, quality experience every time. Jake said that having a well run event adds value to our downtown community and people remember a good experience. Jill suggested we link with the ‘Rock & Gem’ show next year as that brings lots of people downtown.

Parking –3 days with Max Clark from Boise. He said we don’t have an emergency need here for parking, so we have time to plan, strategize and manage it well. He has invited Catherine to come to Boise he will take her to Caldwell, Nampa and places in Boise to talk with more people about parking. Book “The High Cost of Free Parking” is an excellent resource and says you can’t compete with free. Jake has agreed to be the chair for the parking committee. We will be looking at our vision and mission statement for our parking plan. Max is willing to come back to Idaho Falls if we need him.

Beautification projects – (visual presentation) Shoup & B Street – 29 new pots we purchased are being placed. ‘4 Seasons Landscaping’ is going to plant flowers in them. They also cleaned up all the planters.

Marketing – We are using FaceBook to advertise and keep people informed about things like the new street lights that are being swapped out. We are using the #BeADowntowner and others are picking up on it. We posted about the 'Pugsslane' alley art project and the Post Register picked up on it and ran a story. We are doing a time lapse series of pictures about 'The Broadway'. We have about 4,000 followers and hope to get 10,000 soon. 'Idaho Gives' is this Thursday and The Celt is donating \$1 for each of their Tap Take-over drinks sole that day, so we are advertising that. We have just started Instagram and need everyone to send pictures of cool things they see and do downtown.

On the Local News 8 website under marketplace we have a page that can link people to our website <http://www.localnews8.com/get-downtown> It has our downtown video and we will get 25,000 banner ads. We will try this for one year and see if there is value in it.

Idaho Falls Magazine is working with Lisa Farris and doing stories on the façade grants – before and now type of articles.

Public Art Committee met last week and made the final picks of art for the traffic cabinet box wraps. Waiting to hear from CHC about the grant money. It will take \$13,000 to do them all and we have \$4,000. Sign Pro will be doing the wraps. The ARTitorium had an art contest for kids to create the wrap art for the traffic boxes by them.

Murals in private alleys - We have permission from Dave Nygard to place one in his alley off Park Avenue and the Villa Coffeehouse. The Museum of Idaho is planning on doing a mural on the back of their building. Once we get these done we will create a 'walk' that will include the art benches, murals, vinyl wrap art and the Pugsslane alley.

Landscaping – New rock along the trees in the center of Yellowstone Highway. Yellowstone sign has a new top sign and posts will be painted a gray color.

Current Priorities are: Public Art; beautification, marketing – social media; parking strategies with a smile.

Lisa – we are in the 2018 process; meeting on May 10th and Catherine will need to be there to discuss the amount of money given to the downtown. Our allocation should be announced any day and we are anticipating a possible 10% increase.

Tony volunteered to help distribute the new brochures and has gained a real appreciation of our work and efforts. He suggested all the board members look for ways to help us out.

New door stickers for the downtown gift certificates and the 'we validate' stickers.

Meeting was adjourned at 9:30am. Our next board meeting will be held June 5, 2018.

Respectfully submitted by Kevin Josephson, IFDDC secretary and Mala Lyon

Idaho Falls Downtown Development Corp board meeting held July 10, 2018 at 8:30am in the Syringa Networks board room. Those in attendance: Jill Hansen, Lisa Farris, Antonio Meza, Steve Fischbach, Derek Christiansen, Jim Francis, Tasha Taylor, Kevin Josephson, Brandi Newton, Shane Levitt, Teresa (Vogue), Catherine Smith and Mala Lyon.

Annual Public meeting was held June 27, 2018 with 30 people in attendance. Presentations were given by Brad Cramer, Lee Radford, Mayor Casper and Catherine Smith. A video of the meeting will soon be online. Had some very positive feedback from those that came. Several of them were people who opposed the BID renewal. We were able to report what we are working on and past successes.

Cindy Napier, co-owner of Idaho Mountain Trading, has expressed interest in being a board member. Motion by Brandi to make her a board member, Jill seconded and board approved.

Minutes from May 1, 2018 reviewed – Brandi motioned they be approved; Steve F. seconded and board approved

Financials – We have received the assessment from the city; we have paid for the concrete for Capital and A Street and the city will pay us back a portion through the curb and gutter city grant money; we will be paying for the pavers next; extra money that was not used for snow removal has been used to hire '4 Seasons Landscaping' to make the planters and pots look good. The downtown looks wonderful and we feel it was money well spent. Jill asked if planter boxes were going to be replaced? No there will be large flower pots like what is at Shoup and A Street. Brandi made a motion that financials be approved; Kevin J. seconded and board approved.

Catherine reported that so far we are coming in a little under budget for the A Street and Capital corner project. The next step is to have the pavers installed and then the trees. We have budgeted \$520 per tree so we can get the biggest trees possible to replace the one that were removed. It will probably be late August before the trees are brought in.

The wraps for the traffic cabinets has been approved and will be installed along Broadway and Yellowstone. We received a CHC grant for \$8,500 and will be able to complete this project. Meeting tomorrow with IDT, I.F. Power and the sign company to finalize. Next public art project is murals – we have talked to property owners at the Villa, Jake Durtschi's east alley (as possible extension of Pugslane Alley), Dave Nygard's building in the alley off Park and the SnakeBite alley to the west. Dan Henry of the ACLU is promoting a civil right history mural in each city and they will pay for it. We will be working with them to do a mural celebrating the remarkable women in Idaho's history and it will be on the wall of the Villa. Catherine is doing more grant applications to help with the costs. Antonio asked how a business might be considered to have a mural on their building and Catherine said to just talk to her. Brandi suggested a mural be placed on the south side of the ARTitorium and include the ARTI building.

Catherine presented to the Redevelopment Agency a proposed project to redo the sidewalks, curbs and gutters on Broadway. We estimated the cost of the concrete to be \$200,000 and the city public works office estimated \$600,000. They like the idea but are worried about the support of the businesses along Broadway with such a disruptive project. They would like to see the property owners come to the next meeting and express their desire for this project. The project would take place next spring if approved as the money has to be spent by Sept 2019. We will be contacting them to ask for their support.

Downtown Rocks – we have painted and hidden rocks downtown with instructions for people to find them and post a picture on facebook. Many of the rocks have disappeared so we will be putting out more soon. This is driving more people to our facebook page.

Taste of Downtown will be Saturday July 28 – the same day as the Eagle Rock Art Guild River Walk event. We are advertising with posters thanks for MCS Advertising and Local News 8 is doing a matching ad campaign and will broadcast live during the event. We are working with BlackRock to have a live band in the alley next to them with lights strung across. Most of the restaurants downtown are participating.

Brandi made a motion to add Lisa Farris to the agenda and Derek seconded – board approved.

Lisa is updating the city website site to show before and after façade grant improvements from 2006 – 2018. From 2006 to 2017: \$838,917 has been spent on the Façade Improvement Program in the downtown area using Community Development Block Grant (CDBG) funds provided through Housing and Urban Development (HUD). So far, over 73 businesses have been assisted and 100 projects have been completed. An additional 5 projects are in process and expected to be completed by the end of the year. An additional \$55,000 for the 2018 CDBG funding cycle is pending approval from HUD and the 2019 application cycle is coming up in December of this year.

Meeting was adjourned at 9:10am

Our next board meeting will be held August 7, 2018.

Respectfully submitted by Kevin Josephson, IFDDC secretary and Mala Lyon

Idaho Falls Downtown Development Corp board meeting held August 7, 2018 at 8:30am in the Syringa Networks board room. Those in attendance: Jill Hansen, Lisa Farris, Antonio Meza, Greg Crockett, Jake Durtschi, Shanon Taylor, Mark Munoz, Brent McLane, Cindy Napier, Dana Briggs, Jim Francis, Tasha Taylor, Kevin Josephson, Brandi Newton, Chip Schwarze, Catherine Smith and Mala Lyon.

New board member, Cindy Napier, was introduced. She has been with Idaho Mountain Trading for over 20 years and Richard has owned IMT for 42 years. They are excited supporters of the downtown.

Minutes from our July 10, 2018 board meeting were reviewed – motion was made by Tasha that they be approved; Jill seconded – board approved

Financial report – Shanon informed us that we have had a very good year so far – report showed the income from the Taste of Downtown which .75 of each dollar goes back to the restaurants to cover their expenses and we keep the .25 to cover the promotional expenses. Greg asked why there is a balance negative showing. Catherine explained it is from people who pay ahead for parking. Year to Date maintenance & repair includes the cost of hiring '4 Seasons Landscaping' – Sheri, to help with cleaning up and caring for planters. We budgeted \$700 per month, but it has been closer to \$1,000. We had a light snow fall last year so we have been able to cover the extra costs. Because we are taking care of the planters better this year there won't be the big expense of cleaning them up next year. Did any of this money come from the Foundation? Yes, but it was \$1,500 grant money from ICCU and Idaho Gives. Hoping to move some money back into the Foundation and in to our Savings Account at the end of this fiscal year. Jill asked if the flower pots will be moved and stored during the winter? Yes, Sheri will move them to her green house. The soil will be replaced, and she is planning on growing some flowers for us for next year. We currently have 29 pots. Lisa asked if more are on the way? As soon as we get more of the intersections ready and have the money. Motion was made by Greg for the financial report to be approved; Shanon seconded and board approved.

Motion was made to remove an item from the agenda stating that elections were to be held. This was an error and no elections are being held at this time. Shanon motioned it be removed; Cindy seconded and board approved.

Catherine reported that we sold about 7,000 tickets at the Taste of Downtown. In the past we have donated the profit to an organization outside of downtown, but decided to keep the money to cover costs and funnel it into our downtown projects. We held this event in conjunction with the Art Show on the River and the Farmer's Market. We need to expand signage so people can see where to buy ticket and also where available parking is. Local News 8 was there and we did some TV ads. Also had co-sponsors with MCS Advertising and Bank of Idaho. Tony said it was a great event and he has heard nothing but good comments back from the other restaurants. Greg said that because of all the events going on there was a major traffic jam and people didn't know where to go to park. Having signage next year will help. Brandi said signs that say "Event Parking" are very helpful. Also giving a thank you of some free tickets to the property owners to show that you appreciate them allowing us to use their lots. Greg said we are not doing ourselves any favors by not giving good directions on where parking is available.

Catherine gave the board a proposed budget for the next years budget that will start Oct 1st. We collect from the city thru the BID \$60,000 and are going to request that be raised to \$85,000. This will increase our operating budget and if there is leftover money it can be in our savings account ready for us to use

on a project. It is proposed that we hire a parking and maintenance specialist to take over some of the responsibilities that Mala now does such as, tagging cars that park without taking a ticket, clean up and snow removal, reader board and other jobs. This will free Mala up to do more things in the office such as working on the website and she won't have to be interrupted in the middle of a project to go take care of the lots. The self-service concept is working well. We will have them work 10 to 12 hours a week and pay \$10 per hour.

We are also looking at a unified snow removal where we contract with one snow removal person to do all of downtown. Looking at bids to see what the cost might be.

We have added \$4,000 for public art projects for next year into the budget too.

The board will review the proposed budget and then we will discuss it more and plan to approve a budget at the September meeting.

Landscaping improvement of Broadway from Memorial to Yellowstone – requested \$550,000 from RDA and they requested that we bring the property owners and show them they support of the project. We did that and we will know next week if the money is approved. Also requested \$320,000 to finish all the corner improvement projects. Jake assisted with a proposal for a request for funds for parking technology for the lots and on-street parking. We have applied for a City Partnership grant to do the intersections of Shoup and B Street. Has the engineering planning been done? Yes, we will follow the model of Shoup and A Street – pavers, flower pots and trees. We do not have conceptual drawings yet – those will come after we know we have the money. There will be sprinkler lines installed underground down Broadway if this project goes through. Catherine showed the RDA pictures of Memorial and then Yellowstone with those improvements Broadway is the missing piece. Idaho Falls Power is coming to our board meeting in September to talk about burying the new fiber optic lines and electric lines. They don't want more lines on the poles.

Murals – Jeff Neiswanger, of Channel Blend, has agreed to let the new mural that the ACLU of Idaho is paying for go on his building to replace the current landscape one. We get to control the design. We will spotlight women in history of Idaho Falls and the Village Improvement Society. Hopefully this will be done by November. Will there be a plaque with info on what it is and the artist? Yes. Tony asked if there is going to be a theme for the murals or will they just be random. Catherine explained that the Public Art Committees goal is to create a collection of mural art called the Living Walls of Downtown. No political message and not controversial. We have quite a few building owners that have agreed to have a mural on their building. Is the Idaho Falls Power wall still being looked at? Yes and now there is talk about adding lights to it.

The traffic cabinet wraps should start to go on this week. The first one will be at Capital and Broadway. There has been some issues with making the seams line up just right, so it is taking a little longer.

We are also looking at doing a temporary art feature of Labrador dog statues Downtown. We have found fiberglass lab dogs that we will get artists to paint and then display them downtown. We estimate the cost to be \$5,000.

Lisa asked if more pet poop bag stations are going to be installed? There is a big need where the Farmer's Market is.

Greg asked how many trees are going back in at Capital and A Street? 7 new trees – the type of tree is under discussion. We want to make sure they will survive and provide a shade canopy. They will not be planted Downtown until they can be harvested the first part of Sept. Pavers are on backorder, but should be here this week. Next intersection will be B Street and Yellowstone, then the southwest corner of Park and A Street.

Lisa – 2017 funds we have \$8,768 left. The Historic Post Office is finished and looks wonderful. The Escape Room, Cardamons, MCS Advertising, the Shane building and MarCellar's are all looking into using façade grant money. The city has a website that shows before and after pictures that was just updated. We will include that link on our website and in the newsletter.

Dana – city budget hearing will be held on the 16th at 7:30. Growth areas are by the University Place and INL to the north and east. More amenities to be created by private developers. Creating a master plan of ideas. Trying to work with Union Pacific Railroad to make crossing the tracks easier for pedestrians and vehicles. Also North Yellowstone and out toward Iona is zoned as an Industrial Park area. Chip asked about the Brownstone project south of downtown. Yes, Dana confirms it was approved by the EPA.

Meeting was adjourned at 9:30am. Our next meeting will be held September 4, 2018.

Idaho Falls Sister Cities Youth Meeting
July 16, 2018

Attendees:

Cameron Archer	Melinda Cebull	Victoria Estrada	Jorge Padron	Jackie Sugai
David Archer	Nicholas Cebull	David Matranga	Gabe Padron	
Elliot Boring	David Eaton	Delsina Matranga	Whitney St. Michel	
Ron Boring	Kylie Eaton	Nathan Peck	Ian St. Michel	
Peter Cebull	Mario Estrada	Dallin Peck	Anna St. Michel	

Business Section of the Meeting

Minutes:

The July 9th meeting minutes were provided to the group by email. Delsina motioned to approve the meeting minutes and Whitney seconded her motion.

Treasurer's Report:

Peter provided the treasurer's report. The initial balance was \$21,018.15 and the current balance is \$41,331.17. The group received a \$18,847.88 in airfare payments, \$1413.00 from Snow Eagle dinner profits, \$50 for Town and Country gift cards, and \$2.14 in dividends.

Japan Exchange:

- Whitney will check everyone in the group in the night before.
- Meet at the airport at 5:45 a.m. on July 25th.
- Whitney will provide the students with their host family address to use to fill out the custom and disembarkation forms.
- There is a tight connection in Salt Lake City. The group will go directly to the next gate. If there is time once the group reaches the next gate they can then use the restroom or get snacks.
- If you are going away from the gate, let your assigned chaperone know and take a friend.
- Be on your best behavior in Japan.
- Be polite and follow the Japanese students/chaperone lead if you are unsure how to act.
- Talk to the chaperones if you have any concerns while in Japan.
- Wear your Sister Cities shirt to the airport.
- Dave found gifts for both the Sister Cities house and the mayor.
- Students going to Japan should bring business cards and a small gift for the Japanese students. Kendra checked and there are 26 student members and 10 adults.
- Everyone should have their US money converted to yen.
- Reimbursement checks for airline tickets will be provided to the students when they turn in their surveys from the Japanese trip.

Friendship Garden Work Day:

We will meet at the Friendship garden Wednesday (7/18) at 7 p.m. to help place bark on the garden paths.

Student Meeting: The following information was provided by Kendra and presented by Nicholas.

Japanese Phrases

My name is
Watashi no namae wa.....desu

My hobby is/are (noun).
Watashi no shumi wadesu.

I like.....
..... ga Sukidesu

I really like.....
.....ga daisukidesu.

I have pets.
Petto ga imasu.

I have gifts.
Gifto ga imasu.

I have souvenirs.
Omiyage ga arimasu

Please to meet you
Do-zo yoroshiku onegai shimasu

My dream (basically what do you want to be when you grow up)
Watashi no yume wani naru koto desu

Ureshidesu – I am happy.

Most important phrase to learn –use it daily in Japan

Tetsudatte mo iidesuka.
May I help?

Expectations in Japan –

I talked a little about expectations in Japan but wanted to do a little more today. I will not be there so someone else will help to review the phrases above. If an adult could discuss some of the expectations I would appreciate it.

Be respectful at all times.

Do not use sarcasm at all in Japan. Sarcasm does not translate and will be seen as rude – not funny. Willing participation is required at every event (even if you do not enjoy doing an activity, quietly do your best anyway).

When someone is speaking to the group in Japanese or English, there should be absolute silence so everyone can hear what is being said.

When you are with the group on any activity – do not get out your phone except to take pictures. You are welcome to use the phone on long drives on the bus (but also spend some time talking to those around you when you can) and in your room at your host families' house (but don't hide in your room for long stretches of the day). Occasionally there may be some down time without Japanese students around to talk to...those are ok times to use a phone.

In the morning, most American students woke up early because of the time change. Don't wake up the rest of the house but get yourself ready for the day. Always be ready to leave on time. If you have a hard time waking up, be sure to set an alarm to give yourself plenty of time to get ready. Most of the time we need to be to the sister city hall by 8:30. Your host family will provide breakfast – it may not be what you are used to but try it and be polite – remember itadakimasu (before you eat). (put hands together and bow slightly as you say these). It means I humbly partake. And Gochisou sama deshita (after you eat). It means, "it was a feast" but is also a way of thanking your host for the meal.

Keep your belongings in your bag. Do not make a mess. Each day make sure your room and toiletries are cleaned up.

One common perception is that Americans are loud – don't be.

Itinerary

Day 1

When you meet your family at the sister city house – greet them in Japanese if possible and tell them thank you for hosting you. Each person will take a picture with their host family before heading home with them.

Day 2

Japanese lesson – you are expected to participate and try your best. Try to learn what they are teaching and use it during the visit to show you listened well.

Mayor visit – The mayor is a very nice easy going guy but we need to show him complete respect. Respect for someone in authority is a big deal in Japan. There can be no goofing off while we are with the mayor. If asked to share your name and dream as stated on the itinerary, follow directions given and state your name and dream.

Calligraphy – This is harder than it seems. Try your best. Practice. There will be people to help. Be careful of the ink – avoid making a mess. Clean up your desk and leave things the way you found them.

Lunch – it looks like it is temaki- sushi and Somen – if it is the same as last year, you will be able to assemble your own temaki-sushi. Try some things you would not normally try. Be polite and make sure everyone has an equal chance to try things.

Free time at Mito station – Whatever activities they have planned we need to participate. Don't congregate with other American students. If you are assigned a group stick with that group. Free time does not mean run wild be respectful of other passengers.

Welcome Party –

Last time I was very surprised that many of the people had memorized our information so they could talk to us and call us by name and knew our likes etc. Go out of your way to meet people and thank them for hosting our group.

Day 3- Tokyo

Do not ask to do things that would put a burden on your family, they are very accommodating even if it is difficult for them. Do not wander off on your own. Be back on time.

Day 4 – Family Day

If you have not given your host family the gifts you brought today may be a good day to do it. Some like to give gifts at the beginning of the visit others at the end – just make sure you give them something to show gratitude. The family probably has something planned – willingly participate and show gratitude. Ask if you can help with anything. Volunteer to do dishes etc. They will probably say no, but still offer.

Day 5 –

Cooking class – offer to help get ready/clean up. Listen and follow instructions.

High school – Be a good sport and have fun –be respectful at all times.

Shopping – be back at the assigned time – do not make people wait for you. (Last time at the mall, my host mom got a little lost but in general sticking with a Japanese person will help with getting back on time)

Day 6

Sports Day

Follow instructions - play fairly. In Japan at sporting events spectators and players celebrate both teams success. Do not yell at the other teams. Follow their example and be respectful.

Tea Ceremony – if you do not wish to drink green tea, let me know and I will put you in a different spot. Those who do not wish to drink the tea will still participate in the ceremony but will drink hot water instead of tea. Be sure to wear longer clothes, you will be kneeling on the floor and bowing and short skirts would be awkward. The tea ceremony is a very important and special thing to the Japanese people so be very respectful and follow instructions. They are very specific. They take this very seriously and we should too.

Tatami mat –

Tour – usual tour etiquette

Day 7 – Aquarium and beach

Don't forget swimwear – Japanese swimwear is often more conservative than in America. Last time the Japanese girls who wore bikinis also wore jackets over the top even in the water.

Stick with your group at the aquarium.

At the beach, they usually have activities and games and instruction before entering the water.

Participate fully have fun. Follow instructions. Last time those in front of the line followed instructions but those in the back often did not. If you are in the back make sure you know what is expected. Be patient – it may take some time before you are allowed in the water.

Day 8

Papermaking – Soy Sauce Factory – Shrines

Same as all the other tour days, show respect, participate, clean up after yourselves.

Day 9 – Amusement park

Look at the website provided so you know what is there – your group may ask what you want to do – be prepared with an answer but also willing to do what the group chooses even if it is not your choice.

Day 10 -

Family Day – Same as above

Day 11 – Farewell Party

Thank everyone you meet for hosting the party and making our trip an enjoyable experience.

Day 12 – Make sure you leave your room just as you found it – Make your bed – or roll up your mat (every day).

A motion to adjourn was made by Mario and seconded by Whitney.



MEMORANDUM

TO: Mayor Casper, City Council, and City Clerk Hampton

FROM: Fire Chief Dave Hanneman

DATE: Aug. 16, 2018

RE: Council Item for Aug. 20th meeting

Mayor and Council Members,

Attached please find an agreement between the CITY and Bonneville County. Currently, the CITY and County have a mutual aid agreement to assist the Sheriff on wildland fires in the area of the County not covered by a fire district. The mutual aid agreement is beneficial in order to extinguish fires when they are small. This agreement provides that the County will purchase a wildland engine for the CITY to use to help extinguish fires in the County. This will be provided through a lease agreement between the CITY and County. Legal has written the agreement and approves the language.

Respectfully,

A handwritten signature in dark ink that reads "Dave W. Hanneman". The signature is written in a cursive style with a horizontal line underneath it.

Fire Chief

**FIRE ENGINE LEASE AGREEMENT BETWEEN
CITY OF IDAHO FALLS, IDAHO AND BONNEVILLE COUNTY**

THIS FIRE ENGINE LEASE AGREEMENT BETWEEN CITY OF IDAHO FALLS, IDAHO AND BONNEVILLE COUNTY (hereinafter "Agreement") is made and entered into this ____ day of _____, 2018, by and between the CITY OF IDAHO FALLS, IDAHO, a municipal corporation of the State of Idaho, (hereinafter "CITY") and Bonneville COUNTY a political subdivision of the State of Idaho, (hereinafter "COUNTY"), effective _____, 2018, (the "Effective Date").

WHEREAS, CITY is a municipal corporation organized under the laws of the State of Idaho; and

WHEREAS, COUNTY is a subdivision of the State of Idaho; and

WHEREAS, CITY owns and operates a fire and public ambulance service as part of the City of Idaho Falls Fire Department; and

WHEREAS, CITY and COUNTY have entered into a joint services agreement where CITY has agreed to provide fire protection services to COUNTY; and

WHEREAS, COUNTY has purchased a fire engine for the protection of the county's landfill, and

WHEREAS, COUNTY owns a fire engine and other equipment, described in Exhibit "A" to this Agreement that it desires to lease to CITY for CITY's use in operating its fire and public ambulance service, including the services CITY renders to protect sheriff property; and

WHEREAS, nothing in this Agreement is intended to or should be interpreted to be a Joint Powers Agreement otherwise allowed by the Idaho Code.

NOW THEREFORE, pursuant to the authority vested in the parties by Idaho Code Section 67-2332, the parties agree as follows:

1. Term. The term of this Agreement shall commence on execution date of this Agreement and shall terminate on December 31, 2020. This Agreement shall automatically renew for a two (2) year term unless either party provides written notice of termination within thirty (30) days prior to the termination date.
2. Lease of COUNTY's Equipment. COUNTY agrees to lease to CITY, for the entire term of this AGREEMENT, the Leased Equipment described in Exhibit "A," (hereinafter "Leased Equipment") attached hereto and incorporated herein. The rental for such Leased Equipment shall be the sum of One Dollar (\$1.00) per year.
3. Use of Leased Equipment. CITY may use the Leased Equipment to provide fire protection services within the geographical limits of Bonneville County and the area defined within any mutual aid agreement executed by the Bonneville County Commissioners or the Bonneville

County Sheriff. Said equipment may be used for City's normal fire protection operations, wild fire responses, and protection of Sheriff lands. City may deploy for said purposes only. County shall have authority to request, by the Sheriff or other designated County officials, deployment of said equipment. The parties hereby acknowledge that the County landfill shall receive priority.

4. Maintenance of Equipment. CITY agrees to keep and maintain the Leased Equipment in a good state of repair throughout the term hereof, and CITY further agrees to purchase and maintain property damage insurance for at least the actual cash value thereof, and shall provide COUNTY with a certificate of such coverage from the Idaho Counties Risk Management Program (ICRMP).

In the event of any loss or damage to Leased Equipment, such that the Leased Equipment substantially loses its ability to operate in a safe, efficient or economical fashion, the parties agree that they will meet in good faith to discuss whether the Leased Equipment should be replaced.

CITY agrees to forthwith surrender all Leased Equipment described in Exhibit "A" to COUNTY, upon termination of this AGREEMENT.

5. Major Expenses for Replacements or Repair. COUNTY agrees to be responsible for major expenses for replacement or repair to the Leased Equipment. The Parties agree that major repair is defined to be non-aggregate expense of Five Thousand Dollars (\$5,000) or more.
6. Interpretation of Agreement. This Agreement has been mutually drafted and reviewed by legal counsel for both parties hereto. In the event of any ambiguity in the terms and conditions hereof, no adverse construction shall be drawn against the drafter hereof, it being the parties' intention that this Agreement be construed solely in accordance with the parties' intent as may be evidenced by any extrinsic circumstances demonstrating such intent.
7. Venue and Jurisdiction. This Agreement shall be governed by the laws of the State of Idaho. The venue for any action arising out of this Agreement shall be exclusively in the COUNTY Court of the Seventh Judicial of the State of Idaho, Bonneville COUNTY or in the United States COUNTY Court for the COUNTY of Idaho.
8. Complete Agreement. This writing evidences the complete and final agreement of the parties regarding this subject matter and no other statement, representation or understanding shall be binding, except as expressly set forth in this Agreement or in another written agreement. In particular, this Agreement is intended to supersede all previous Fire Engine Agreements, by and between the parties hereto, regarding the Leased Equipment described in Exhibit "A."

)

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

ATTEST:

CITY OF IDAHO FALLS

By _____
Kathy Hampton, City Clerk

By _____
Rebecca L. Noah Casper, Mayor

ATTEST:

COUNTY OF BONNEVILLE

By _____
COUNTY Clerk

By _____
Roger Christensen, Chair, Board of COUNTY
Commissioners

STATE OF IDAHO)
) ss.
COUNTY of Bonneville)

On this _____ day of _____, 2018, before me, the undersigned, a notary public for Idaho, personally appeared Rebecca L. Noah Casper, known to me to be the Mayor of the City of Idaho Falls, Idaho, the municipal corporation that executed the foregoing document, and acknowledged to me that she is authorized to execute the same for and on behalf of said City.

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

Notary Public for Idaho
Residing at Idaho Falls
My Commission Expires: _____

(SEAL)

STATE OF IDAHO)
) ss.
COUNTY of Bonneville)

On this _____ day of _____, 2018, before me, the undersigned, a notary public for Idaho, personally appeared Roger Christensen known to me to be the Chairman of the Board of COUNTY Commissioners for the COUNTY of Bonneville, the COUNTY that executed the foregoing document, and acknowledged to me that he is authorized to execute the same for and on behalf of said COUNTY.

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

Notary Public for Idaho
Residing at Idaho Falls
My Commission Expires: _____

(SEAL)