



## NOTICE OF PUBLIC MEETING

Monday, December 10, 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

*Action Desired:* To receive recommendations from the Planning and Zoning Commission

-Calendar, Announcements and Reports (10)

#### Council:

-Liaison Reports and Concerns (10)

#### Mayor; Municipal Services:

-2019 Council Calendar Review (20)

#### Community Development Services:

-Downtown Parklet Standards Discussion (20)

#### Agency Presentation:

#### Idaho Falls Redevelopment Agency

-How Urban Renewal Districts Operate (45)

*Recess for travel to Idaho Falls Zoo at Tautphaus Park for a tour of construction progress. Tour will commence and meeting will reconvene when all City Council Members reassemble – at approximately 5:15 p.m.*

*Parking at the Zoo entrance across from the Joe Marmo/Wayne Lehto Ice Arena is recommended. Enter from Soft Ball Drive off of Rollandet Street or Rogers Street off of South Boulevard. Coats and sturdy shoes are recommended.*

#### Parks and Recreation:

-Idaho Falls Zoo at Tautphaus Park Tour

DATED this 7<sup>th</sup> day of December, 2018

A handwritten signature in blue ink that reads "Kathy Hampton".

Kathy Hampton  
City Clerk



## MEMORANDUM

---

**TO:** Honorable Mayor and Council

**FROM:** Brad Cramer, Director

**DATE:** December 6, 2018

**RE:** December 4, 2018, Planning Commission Action

---

Planning Commission took the following action during the December 4, 2018 meeting.

1. **ANNX18-016: ANNEXATION/INITIAL ZONING OF RE, RP, R1, R3, R3A, LC, AND HC.** Generally south of Pancheri Dr., west of the Snake River, north of W Sunnyside Rd., and east of S 35th W. On December 4, 2018 the Planning and Zoning Commission recommended to the Mayor and City Council approval of the annexation and initial zoning as presented by a vote of 4 to 3.
2. **PLAT17-016. FINAL PLAT.** Television Park Addition 1<sup>st</sup> Amended. Generally south of E 12th St., west of St. Clair Rd., north of E 17th St., and east of S Holmes Ave. On December 4, 2018, the Planning and Zoning Commission recommended to the Mayor and City Council approval of the final plat 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 12/4/2018

**Idaho Falls Sister Cities Youth Meeting  
November 7, 2018**

**Attendees:**

Cameron Archer	Laura Combs	Kylie Eaton	Lori Kidwell	Dallin Peck
David Archer	Tate Corbridge	Mario Estrada	Aurora Mahoney	Nathan Peck
Noah Carter	Jackson Corbridge	Jo Gallegos	Chad Mahoney	Rebecca Smith
Aaron Carter	Brennan Corbridge	Abby Gallegos	Heather Medema	Anna St. Michel
Melinda Cebull	Aaron Doyle	Aidan Gallegos	Charlie Medema	Whitney St. Michel
Nicholas Cebull	Able Doyle	Aliyah Gamino	Gabe Padron	Jackie Sugai
Peter Cebull	David Eaton	Vina Gamino	Jorge Padron	Charlotte Sun
Charlotte Combs	Katherine Eaton	Sam Hawker	Kendra Peck	Stephanie Van Ausdeln

**Note: Action items are in red.**

**Member Studying Abroad in Japan:**

David Eaton told the group Aliyah Gamino plans to study for a year in Japan starting in March. Aliyah needs to earn the money to travel to Japan. One of the fundraisers she is doing is selling Fat Boys ice cream sandwiches. A box of thirty sandwiches is \$26.50 and \$10 goes to her travel expenses. Orders are due by November 9<sup>th</sup>. If you would like to order, please contact Aliyah.

**Next Meeting Date:**

Our next meeting is scheduled for the Monday before Thanksgivings when many of the students are on break. The group decide it would be better to reschedule the meeting until 11/28. The plan is to have the meeting at the library at 7 p.m. if the room is available. If not, we will email the new meeting location.

**Minutes:**

The October 15<sup>rd</sup> meeting minutes were provided to the group by email. Kendra motioned to approve the meeting minutes and Lori seconded the motion.

**Friendship Garden:**

We will have a Friendship Garden work day at 2:30 p.m. on November 10<sup>th</sup>. We will be raking leaves. Please bring gloves and leaf rakes.

**Taiko:**

Janet Youngblood ([sanshi5@aol.com](mailto:sanshi5@aol.com)) is teaching a beginning Taiko class from 12:30 – 2:30 p.m. on Saturdays. If you would like to take lessons or find out more email Janet or stop by the Park and Rec building on Memorial Drive on a Saturday. She will take new students to start on or after November 30<sup>th</sup>.

**Winter Carnival:**

The winter carnival ice skating will be on December 29<sup>th</sup> this year. The city may let us have an ice bocce tournament during the day. Dave will set up a meeting to find out more. Heather Medema will organize the carnival for the group. Whitney will get information from last year to Heather.

**Japanese Language Lessons:**

Junko Flynn ([junko3cool@gmail.com](mailto:junko3cool@gmail.com)) has been teaching some students Japanese. The lessons are \$10 for group lessons or \$15 for a private lesson for each hour. Contact Junko if you are interested.

**Officer Election:**

We elected new officers during the meeting. The new officers are:

Office	Adult	Student
President	Dave Eaton	Nicholas Cebull
Vice President	Whitney St. Michel	Anna St. Michel
Secretary	Katie Eaton	Nathan Peck
Treasurer	Lori Kidwell	
Historian	Jorge Padron	
Student Advisor	Kendra Peck	

**Student Meeting**

**Skype Meeting in January** – Students came up with some phrases to teach the Japanese. The students will work on planning the meeting.

**Christmas Cards** – We will be sending Christmas cards to the Tokai student group members. Please bring Christmas cards to the next meeting.

**New Year's Party** – We will have a New Year's party instead of the first meeting in January. It was suggested that we have it over the school break. Dave will check with the city for available dates we could use the Park and Rec building on Skyline Drive.

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

**Idaho Falls Sister Cities Youth Special Meeting  
November 14, 2018**

**Attendees:**

Kendra Peck  
Melinda Cebull

Jo Gallegos  
Heather Medema

David Eaton

Whitney St. Michel

We met to discuss the upcoming winter carnival fundraiser. The winter carnival will be from 11 a.m. to 4 p.m. on December 29th.

**SlitherFest Ice Bocce Tournament**

Tracy from the Park and Rec Department suggested having an ice bocce tournament during the winter carnival. Melinda and Dave will meet with Tracy to find out more about how past tournaments were organized. Melinda will organize the tournament teams in advance and Dave will run it the day of the tournament. After meeting with Tracy, we will have a better idea of the number of teams and what to charge. Melinda will get the information to Heather for the flyer.

Melinda will figure out prizes for the tournament winners. Whitney and Dave have offered some gift certificates. We will check with other members of the group, and Melinda will contact local businesses for additional prizes if needed.

We will put a url on the flyer with information about ice bocce. We will advertise on our website and the city website.

**Marketing**

Aliyah has volunteered to make a flyer to advertise our fundraiser. Heather will get the information for the flyer to her after she has gathered all of the information. At the next meeting we will see if anyone is willing to request permission from the D91 & D93 offices, and we will get the flyers to each school. We hope to have the flyers ready at the November 28<sup>th</sup> meeting. Whitney or Melinda can help with advertising in the community calendars if needed.

**Music**

Abby Gallegos and Max Medema will put together a music mix of Japanese and American music to play during the skating.

**Concessions**

We decided we want to sell food at the event. We will ask at the next meeting for someone to coordinate concessions.

**Coordinating Volunteers**

Whitney will put together a sign-up list for volunteers. We will have two shifts one from 10:30-1:30 and another from 1:30-4:30. We will need two people at the ticket sales table, two people at concessions, and 8 students to help with ice bocce.

**Charges**

The price for admission will be \$3.50 for seniors and children 3-12 years old and \$4.25 for everyone else. Whitney has a list of food prices from last year, and the plan is to use similar prices this year. We will

have two money boxes for change, one for admission and one for skating. Peter will need to get seed money for both. Heather will check with her mom to see if we can use her square for credit card transactions.

.

### **Ice Skating Lessons**





We would like to have free ice-skating lessons from 11:00 to noon. We will talk to Tracy to see if any of the city instructor are willing to teach lessons. We could also check with the figure skating club to see if any of their members are available to help.

### **Points**

The board members present agreed to give a point for each of the following positions: coordinating fundraiser, coordinating bocce tournament, marketing, music, and concessions. Points will be given for volunteering the day of the event and for other family members who help with the event.



# 2019

-  - HOLIDAY
-  - WORK SESSION
-  - COUNCIL MEETING
-  - IFP BOARD MEETING

## January

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

## February

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

## March

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

## April

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

## May

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

## June

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

## July

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

## August

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

## September

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

## October

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

## November

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

## December

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

## Draft 2019 Calendar

<u>Month</u>	<u>Work Sessions</u>	<u>Council Meetings</u>	<u>IFP Board Meetings</u>	<u>Special Meetings</u>	<u>Travel</u>	<u>Absenses</u>
January	14	10	10			
	28	31 (Special Meeting)				
February	11	14	14			
	25	28				
March	11	14	14			
	25	28				
April	8	11	11			
	22	25				
May	6	9	9			
	20	23				
June	10	13	13			
	24	27				
July	8	11	11			
	22	25				
August	5	8	8			
		22				
September	9	12	12			
	23	26				
October	7	10	10			
	21	24				
November	12	14	14			
	25	26 (Special Meeting)				
December	9	12	12			
		19 (Special Meeting)				



CITY OF IDAHO FALLS  
2019/20 FISCAL YEAR BUDGET ACTIVITY CALENDAR

RESIDENT/PUBLIC PARTICIPATION DATES

Budget Watch	Tuesday, May 7	6:00 – 7:30 pm	Public Library	457 W. Broadway
City Council 2019/20 budget and fees work sessions	Monday, July 1	Friday, July 26	City Council Chambers	680 Park Avenue
Department 2019/20 budget and fees presentations	Monday, July 8	Friday, July 12	City Council Chambers	680 Park Avenue
Public hearing for 2019/20 tentative budget and fees	Thursday, August 15	7:30 pm	City Council Chambers	680 Park Avenue

MAYOR, DIRECTOR AND CITY COUNCIL LIAISON ACTIVITY DATES

Mayor and Director budget discussion	Thursday, April 18	2:30-5:00 pm	City Council Chambers	
Proposed budget meetings with departments	Monday, May 8	Friday, May 24	Municipal Services Director’s Office	
Final proposed 2019/20 budget due to MSD	Tuesday, May 28	Friday, May 31	Director’s shared drive	
Final proposed 2019/20 fees due to Assistant City Attorney	Tuesday, May 28	Friday, May 31	Michael Kirkham, copy in Director’s shared drive	

MAYOR AND CITY COUNCIL ACTIVITY DATES				
Budget kick-off priorities discussion and priority base budgeting (PBB) overview	Saturday, March 30 (Tentative)		City Council Chambers	680 Park Avenue
City budget discussion: Overview of proposed 2019/20 budget submittals	Monday, July 1	3:00 pm	City Council Chambers	680 Park Avenue
City employee wages and benefits discussion	Monday, May 6	3:00 pm	City Council Chambers	680 Park Avenue
City department proposed budget and fees presentations	Monday, July 8	Friday, July 12	City Council Chambers	680 Park Avenue
City Council budget discussion: proposed Fees	Monday, July 8	Friday, July 12	City Council Chambers	680 Park Avenue
City budget discussion: Overview of 2019/20 administration’s balance budget	Monday, July 15	Friday, July 19	City Council Chambers	680 Park Avenue
City Council directed budget discussion	Thursday, July 25	Friday, July 26	City Council Chambers	680 Park Avenue
City Council approval of tentative 2019/20	Monday, July 29	7:30 m	City Council Chambers	680 Park Avenue
UAMPS August 18-21				
City Council conducts public hearing for 2019/20 budget and fees	Thursday, August 15	7:30 pm	City Council Chambers	680 Park Avenue
City Council discussion of public hearing comments and proposed revisions to the 2019/20 budget and fees	Monday, August 12	TBA	City Council Chambers	680 Park Avenue
City Council deliberations (as needed)	Tuesday, August 13	TBA	City Council Chambers	680 Park Avenue
City Council adopt 2019/20 budget and fee resolutions	Thursday, August 22	7:30 pm	City Council Chambers	680 Park Avenue

MUNICIPAL SERVICES DEPARTMENT ACTIVITY DATES				
MSD to distribute 2019/20 budget worksheets to departments	Monday, March 25	Friday, March 29		
MSD to upload 2019/20 City budget worksheets for Mayor and City Council review	Monday, June 10	Friday, June 14		
City Clerk to publish Notice of 2019/20 budget and fees notice of public hearings (first Sunday)	Sunday, July 28			
City Clerk to publish Notice of 2019/20 budget and fees notice of public hearings (second Sunday)	Sunday, August 4			
MSD to submit certified tax dollars to County (L-2 form)	Monday, August 26			
City Clerk to publish 2019/20 budget and fee ordinances in newspaper (by 12 noon)	Monday, August 26			
City Clerk to publish 2019/20 budget and fee ordinances adopted by Mayor and City Council	Wednesday, August 28			
MSD to send copy of 2019/20 budget and fee ordinance to Secretary of State	Thursday, January 2			