



**CITY COUNCIL CHAMBERS**  
680 Park Avenue  
Idaho Falls, ID 83402

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*Thank you for your interest in City Government. If you wish to express your thoughts on a matter listed below, please contact Councilmembers by email or personally **before** the meeting. Public testimony on agenda items will not be taken unless a hearing is indicated. 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. Regularly-scheduled City Council Meetings are live streamed at [www.idahofallsidaho.gov](http://www.idahofallsidaho.gov), then archived on the city website. If you need communication aids or services or other physical accommodations to participate or access this meeting, please 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.*

1. **Call to Order.**
2. **Pledge of Allegiance.**
3. **Public Comment.** *Members of the public are invited to address the City Council regarding matters that are **not** on this agenda or already noticed for a public hearing. When you address the Council, please state your name and address for the record and please limit your remarks to three (3) minutes. Please note that matters currently pending before the Planning Commission or Board of Adjustment which may be the subject of a pending enforcement action, or which are relative to a City personnel matter are not suitable for public comment.*
4. **Consent Agenda.** *Any item may be removed from the Consent Agenda at the request of any member of the Council for separate consideration.*

**A. Item from Public Works:**

- 1) Informal Bid Award – Thermoplastic Citywide - 2018

**B. Items from the City Clerk:**

- 1) Minutes from the July 12, 2018 Council Budget Session
- 2) License Applications, including a Beer License for 1 Fine Café, all carrying the required approvals

RECOMMENDED ACTION: To approve, accept, or receive all items on the Consent Agenda according to the recommendations presented (or take other action deemed appropriate).

5. **Regular Agenda.**

**A. Airport**

- 1) **Acceptance of FAA Grant No. 3-16-0018-044-2018:** For consideration is Federal Aviation Administration (FAA) Grant Offer AIP No. 3-16-0018-044-2018 in the amount of \$3,455,367 for the Construction Phase of the N. Terminal Expansion project. This grant represents 93.75% of FAA eligible costs, with the remaining costs funded by Airport budgeted resources.

RECOMMENDED ACTION: To accept Federal Aviation Administration (FAA) Grant Offer AIP No. 3-16-0018-044-2018 in the amount of \$3,455,367, and give authorization for the Mayor and City Clerk to execute the necessary documents (or take other action deemed appropriate).

**2) Work Order 18-03 with T-O Engineers for N. Terminal Renovation/Expansion Construction Administration Services – FAA AIP Project No. 3-16-0018-044-2018:** For consideration is Work Order 18-03 under the approved Master Professional Services Agreement between the City of Idaho Falls and T-O Engineers, Inc. for grant construction project 18-03 N. Terminal Renovation/Expansion Construction, in the amount of \$435,488. This project is approved funded through the FAA AIP 44 Grant at 93.75% with the remaining costs covered under Airport budgeted funds.

RECOMMENDED ACTION: To approve Work Order 18-03 with T-O Engineers in the amount of \$435,488, and give authorization for the Mayor to execute the necessary documents (or take other action deemed appropriate).

**3) Base Contract with Ormond Builders Inc. for N. Terminal Renovation/Expansion – FAA AIP Project No. 3-16-0018-044-2018:** For consideration is a Base Contract between the City of Idaho Falls and Ormond Builders Inc. for the N. Terminal Renovation/Expansion Project. The project will be funded through the FAA AIP Grant #3-16-0018-044-2018 at 93.75% with the remaining costs covered under the Airports approved budget.

RECOMMENDED ACTION: To approve the Base Contract with Ormond Builders Inc., and give authorization for the Mayor and City Clerk to execute the necessary documents (or take other action deemed appropriate).

## **B. Municipal Services**

**1) Engagement Letter and Professional Services Agreement with Moss Adams, LLP:** It is the recommendation of the Municipal Services Department to issue an engagement letter and professional services agreement with Moss Adams, LLP to provide comprehensive financial audit services for the fiscal year ending September 30, 2018. The proposed fee for the annual financial audit is estimated at \$135,000. Funds for the professional services agreement have been budgeted in the 2018/19 tentative budget under the Municipal Services Department, Finance Division.

RECOMMENDED ACTION: To approve the Engagement Letter and Professional Services Agreement with Moss Adams, LLP, in the amount of \$135,000, and give authorization for the Mayor to execute the necessary documents (or take other action deemed appropriate).

## **C. Legal**

**1) Adoption of Idaho Falls Public Hearing Procedures:** Idaho Code Section 67-6534, requires that the City adopt procedures for the conduct of public hearings under the Local Land Use Planning Act, which, at a minimum provide an opportunity for all affected persons to present and rebut evidence. It is recommended that the Council adopt the Idaho Falls Public Hearing Procedures, along with the Resolution, as official procedures for the conduct of quasi-judicial and legislative public hearings by the respective City decision-making bodies, including but not limited to the Council, Planning and Zoning Commission, and Board of Adjustment.

RECOMMENDED ACTION: To approve the Resolution which adopts procedures for the conduct of public hearings under the Local Land Use Planning Act, and give authorization for the Mayor and City Clerk to execute the necessary documents (or take other action deemed appropriate).

#### **D. Community Development Services**

**1) Final Plat, Development Agreement, and Reasoned Statement of Relevant Criteria and Standards, Linden Trails, Division No. 3:** For consideration is the application for Final Plat, Development Agreement, and Reasoned Statement of Relevant Criteria and Standards, Linden Trails Division No. 3. The Planning and Zoning Commission considered this item at its January 3, 2017 meeting and again at its June 5, 2018 meeting and recommended approval by unanimous vote. Staff concurs with this recommendation.

RECOMMENDED ACTIONS (in sequential order):

- a. To approve the Development Agreement for Linden Trails, Division No. 3, and give authorization for the Mayor and City Clerk to execute the necessary documents.
- b. To approve the Final Plat for Linden Trails, Division No. 3, and give authorization for the Mayor, City Engineer, and City Clerk to sign said Final Plat.
- c. To approve the Reasoned Statement of Relevant Criteria and Standards for the Final Plat for Linden Trails, Division No. 3, and give authorization for the Mayor to execute the necessary documents.

**2) Final Plat, Development Agreement, and Reasoned Statement of Relevant Criteria and Standards, Sand Pointe, Division No. 2:** For consideration is the application for Final Plat, Development Agreement, and Reasoned Statement of Relevant Criteria and Standards, Sand Pointe, Division No. 2. The Planning and Zoning Commission considered this item at its May 1, 2018 meeting and recommended approval by unanimous vote. Staff concurs with this recommendation.

RECOMMENDED ACTIONS (in sequential order):

- a. To approve the Development Agreement for Sand Pointe, Division No. 2, and give authorization for the Mayor and City Clerk to execute the necessary documents.
- b. To approve the Final Plat for Sand Pointe, Division No. 2, and give authorization for the Mayor, City Engineer, and City Clerk to sign said Final Plat.
- c. To approve the Reasoned Statement of Relevant Criteria and Standards for the Final Plat for Sand Pointe, Division No. 2, and give authorization for the Mayor to execute the necessary documents.

**3) Final Plat, Development Agreement, and Reasoned Statement of Relevant Criteria and Standards, Silverleaf, Division No. 3:** For consideration is the application for Final Plat, Development Agreement, and Reasoned Statement of Relevant Criteria and Standards, Silverleaf, Division No. 3. The Planning and Zoning Commission considered this item at its April 3, 2018 meeting and recommended approval by an 8-1 vote. Staff concurs with this recommendation.

RECOMMENDED ACTIONS (in sequential order):

- a. To approve the Development Agreement for Silverleaf, Division No. 3, and give authorization for the Mayor and City Clerk to execute the necessary documents.
- b. To approve the Final Plat for Silverleaf, Division No. 3, and give authorization for the Mayor, City Engineer, and City Clerk to sign said Final Plat.
- c. To approve the Reasoned Statement of Relevant Criteria and Standards for the Final Plat for Silverleaf, Division No. 3, and give authorization for the Mayor to execute the necessary documents.

**4) Final Plat, Development Agreement, and Reasoned Statement of Relevant Criteria and Standards, Snake River Landing Division No. 12:** For consideration is the application for Final Plat, Development Agreement, and Reasoned Statement of Relevant Criteria and Standards, Snake River Landing Division No. 12. The Planning and Zoning Commission considered this item at its May 1, 2018 meeting and recommended approval by unanimous vote. Staff concurs with this recommendation.

RECOMMENDED ACTIONS (in sequential order):

- a. To approve the Development Agreement for Snake River Landing Division No. 12, and give authorization for the Mayor and City Clerk to execute the necessary documents.
- b. To approve the Final Plat for Snake River Landing Division No. 12, and give authorization for the Mayor, City Engineer, and City Clerk to sign said Final Plat.
- c. To approve the Reasoned Statement of Relevant Criteria and Standards for the Final Plat for Snake River Landing Division No. 12, and give authorization for the Mayor to execute the necessary documents.

**5) Final Plat, Development Agreement, and Reasoned Statement of Relevant Criteria and Standards, Snake River Landing Division No. 13:** For consideration is the application for Final Plat, Development Agreement, and Reasoned Statement of Relevant Criteria and Standards, Snake River Landing Division No. 13. The Planning and Zoning Commission considered this item at its May 1, 2018 meeting and recommended approval by unanimous vote. Staff concurs with this recommendation.

RECOMMENDED ACTIONS (in sequential order):

- a. To approve the Development Agreement for Snake River Landing Division No. 13, and give authorization for the Mayor and City Clerk to execute the necessary documents.
- b. To approve the Final Plat for Snake River Landing Division No. 13, and give authorization for the Mayor, City Engineer, and City Clerk to sign said Final Plat.
- c. To approve the Reasoned Statement of Relevant Criteria and Standards for the Final Plat for Snake River Landing Division No. 13, and give authorization for the Mayor to execute the necessary documents.

**6) Public Hearing – Resolution and Reasoned Statement of Relevant Criteria and Standards for a Comprehensive Plan Amendment for the Area Located Generally Between the Intersection of Lincoln and Hitt and Lincoln and Woodruff:** For consideration is a Resolution and Reasoned Statement of Relevant Criteria and Standards for a Comprehensive Plan Amendment for the area located generally between the intersection of Lincoln and Hitt and Lincoln and Woodruff. The application is to change the plan map from Low Density, Higher Density, and Highway Related Industrial to Commercial and different areas of Higher Density and Highway Related Industrial. The Planning and Zoning Commission considered this item at its June 19, 2018 meeting and recommended approval by unanimous vote. Staff concurs with this recommendation.

RECOMMENDED ACTIONS (in sequential order):

- a. To approve the Resolution amending the Comprehensive Plan for the area located generally between the intersection of Lincoln and Hitt and Lincoln and Woodruff, and give authorization for the Mayor and City Clerk to execute the necessary documents.
- b. To approve the Reasoned Statement of Relevant Criteria and Standards for the Resolution amending the Comprehensive Plan for the area located generally between the intersection of Lincoln and Hitt and Lincoln and Woodruff, and give authorization for the Mayor to execute the necessary documents.

**7) Public Hearing – Annexation and Initial Zoning of RMH, R1, P, and HC, Annexation and Zoning Ordinances, Reasoned Statements of Relevant Criteria and Standards, Approximately 89.25 acres, Sections 9 & 16, T 2N, R 38E:** For consideration is the City-initiated application for Annexation and Initial Zoning of RMH, R1, P, and HC, Annexation and Zoning Ordinances, Reasoned Statements of Relevant Criteria and Standards, approximately 89.25 acres, Sections 9 & 16, T 2N, R 38E. The Planning and Zoning Commission considered this item at its June 19, 2018, meeting and recommended approval by unanimous vote. Staff concurs with this recommendation.

RECOMMENDED ACTIONS (in sequential order):

- a. To approve the Ordinance annexing approximately 89.25 acres, Sections 9 & 16, T 2N, R 38E, under the suspension of the rules requiring three complete and separate readings and that it be read by title and published by summary (or consider the Ordinance on the first reading and that it be read by title, or reject the Ordinance).
- b. To approve the Reasoned Statement of Relevant Criteria and Standards for the annexation of approximately 89.25 acres, Sections 9 & 16, T 2N, R 38E, and give authorization for the Mayor to execute the necessary documents.
- c. To assign a Comprehensive Plan Designation of “Commercial”, “Lower Density Residential”, “Higher Density Residential”, and, “Parks, Recreation” and to approve the ordinance establishing the initial zoning for approximately 89.25 acres, Sections 9 & 16, T 2N, R 38E as R1, RMH, HC, and P Zones, 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 City limits documents be amended to include the area annexed herewith, and that the City Planner be instructed to reflect said annexation, amendment to the Comprehensive Plan, and initial zoning on the Comprehensive Plan and Zoning Maps located in the Planning Office.

- d. To approve the Reasoned Statement of Relevant Criteria and Standards for the Initial Zoning of R1, RMH, HC, and P Zones for approximately 89.25 acres, Sections 9 & 16, T 2N, R 38E, and give authorization for the Mayor to execute the necessary documents.

**8) Annexation and Initial Zoning of HC, Annexation and Zoning Ordinances, Reasoned Statements of Relevant Criteria and Standards, Approximately 5.702 acres, Section 9, T 2N, R 38E:** For consideration is the City-initiated application for Annexation and Initial Zoning of HC, Annexation and Zoning Ordinances, Reasoned Statements of Relevant Criteria and Standards, Approximately 5.702 acres, Section 9, T 2N, R 38E. The Planning and Zoning Commission considered this item at its June 19, 2018, meeting and recommended approval by unanimous vote. Staff concurs with this recommendation. At the time this item was considered by the Commission, it was part of a larger, 23-acre request for multiple properties. One of those properties found an error in its legal description which was not resolved prior to this meeting. It is anticipated to come before the Council in the near future.

RECOMMENDED ACTIONS (in sequential order):

- a. To approve the Ordinance annexing approximately 5.702 acres, Section 9, T 2N, R 38E, under the suspension of the rules requiring three complete and separate readings and that it be read by title and published by summary (or consider the Ordinance on the first reading and that it be read by title, or reject the Ordinance).
- b. To approve the Reasoned Statement of Relevant Criteria and Standards for the annexation of approximately 5.702 acres, Section 9, T 2N, R 38E, and give authorization for the Mayor to execute the necessary documents.
- c. To assign a Comprehensive Plan Designation of “Commercial” and to approve the ordinance establishing the initial zoning for approximately 5.702 acres, Section 9, T 2N, R 38E as HC 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 City limits documents be amended to include the area annexed herewith, and that the City Planner be instructed to reflect said annexation, amendment to the Comprehensive Plan, and initial zoning on the Comprehensive Plan and Zoning Maps located in the Planning Office.
- d. To approve the Reasoned Statement of Relevant Criteria and Standards for the Initial Zoning of HC Zone for approximately 5.702 acres, Section 9, T 2N, R 38E, and give authorization for the Mayor to execute the necessary documents.

**9) Public Hearing – Conditional Use Permit and Reasoned Statement of Relevant Criteria and Standards for a Power Substation at Sandy Downs:** For consideration is the application for a Conditional Use Permit and Reasoned Statement of Relevant Criteria and Standards for a Power Substation at Sandy Downs. The Planning and Zoning Commission considered this item at its July 10, 2018 meeting and recommended approval with a 10-year time frame to complete the project by unanimous vote. Staff concurs with this recommendation.

RECOMMENDED ACTIONS (in sequential order):

- a. To approve the Conditional Use Permit for a Power Substation at Sandy Downs.

- b. To approve the Reasoned Statement of Relevant Criteria and Standards for the Conditional Use Permit for a Power Substation at Sandy Downs, and give authorization for the Mayor to execute the necessary documents.

**10) Public Hearing – Ordinance Adopting Various Changes to the City Sign Code:** For consideration is an ordinance adopting various changes to the City’s sign code. The changes are primarily to make the code consistent with the recent adoption of the new zoning ordinance. There are also small changes to address known issues in the code. These are all summarized in the staff report. The Planning and Zoning Commission considered this item at its June 19, 2018 meeting and recommended approval by unanimous vote. Staff concurs with this recommendation.

RECOMMENDED ACTION: To approve the Ordinance amending Title 9, Chapter 7, adopting various changes to the City’s Sign Code, 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).

**11) Public Hearing – Ordinance Amending Sections 7-9-43 and 7-9-48 of the Sign Code Regulating Master Planned Development Signs and Electronic Message Centers:** For consideration is an ordinance adopting changes to Sections 7-9-43 and 7-9-48 of the sign code related to electronic message centers and master planned development signs. The change was originally requested by private parties and has been reviewed and amended by staff prior to being presented to the Planning and Zoning Commission. The changes and rationale are summarized in the staff report. The Planning and Zoning Commission considered this item at its July 10, 2018 meeting and recommended approval with one change as outlined in the staff report and minutes by unanimous vote. Staff concurs with this recommendation.

RECOMMENDED ACTION: To approve the Ordinance amending Title 9, Chapter 7 of the City’s Sign Code related to electronic message centers and master planned development signs, 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).

6. **Announcements and Adjournment.**