

CITY OF IDAHO FALLS, IDAHO
COUNCIL MEETING AGENDA
REGULAR MEETING
COUNCIL CHAMBERS, 680 PARK AVENUE
DECEMBER 12, 2013
7:30 P.M.

MAYOR

Call to order.

Roll call.

Recognition of citizens from the floor.

Presentation and Award of Grants for the Arts.

CONSENT AGENDA

Items from the Mayor:

Appointments/Re-Appointments.

Items from the City Clerk:

Minutes from the November 26, 2013 Council Work Session, and the November 26, 2013 Regular Council Meeting;

Monthly Reports from various Division and Department Heads;

Approval of Monthly Expenditure Summary dated November 1, 2013 through November 30, 2013;

Approval of the Monthly Treasurer's Report for the month of November, 2013;

Approval of License Applications, including BEER LICENSES to Albertson's LLC (17th Street, No. 138), Albertson's LLC (West Broadway, No. 145), Applebee's Neighborhood Grill and Bar, Blue Hashi, Bowlero/Stonefield Inc., Bubba's Bar-B-Que Restaurant, Captain's Cove LLC, Common Cents Food Store (Boulevard), Common Cents Food Store (Broadway No. 2), Common Cents Food Store (17th Street), Common Cents Food Store (Broadway), Diamond Concessions, Famous Dave's BBQ, Frosty Gator, Jackson's No. 73, Jaliscos, Karen's Park Avenue Club, KC's Food Mart-J S C Enterprises, La Union Market, Lucy's New York Style Pizzeria Inc., Marcellar's Vintage Wines and Brews, Muddys Place, Olive Garden Italian Restaurant No. 1705, Pachangas Mexican Food, Paula's Meat Market, Pizza Hut (Broadway, No. 2159), Pizza Hut (17th Street, No. 2161), Red Robin Restaurant, Roadrunner Pit Stop, Sandpiper East LLC, Shari's of Idaho Falls No. 244, Short Stop Market and Laundry, Sizzler Family Steak House No. 660, Smitty's Pancake and Steak House, Taqueria Paula's, The One16 Sports Bar and Grill, Walgreens No. 05839, Walgreens No. 11622, and Winco Foods No. 42, all carrying the required approvals; and,

Request for Council ratification for the publication of legal notices calling for public hearings on December 12, 2013.

**COUNCIL MEETING AGENDA
REGULAR MEETING
DECEMBER 12, 2013
Page 2**

REGULAR AGENDA

DIVISION DIRECTORS

Memos from the Airport Director:

Consent to Assignment of Airport Hangar Lease Agreement between the City of Idaho Falls and BH Air, LLC;

Consent to Assignment of Airport Hangar Lease Agreement between the City of Idaho Falls and Vista Valley Aviation, LLC;

State Grant Offer, IAPP No. IDA-2013 and City Resolution for the Airport Terminal Expansion Project; and,

Change Order No. 3 to Barry Hayes Construction, LLC for the Airport Terminal Expansion Project.

Memo from the Idaho Falls Power Director:

Approve Contract with Battelle Energy Alliance for De-Energization Work at Buildings in Idaho Falls.

Memo from the Municipal Services Director:

Change Order No. 1 to Vern Clark and Sons Construction Company Inc. for City Hall Planning Room Remodel.

Memos from the Parks and Recreation Director:

Professional Services Agreement with Rock Solid Landscape Design and Construction for the construction and engineering of the Memorial Falls Project; and,

Change Order No. 1 to Vern Clark and Sons Construction Company, Inc. for the Wes Deist Aquatic Center Miscellaneous Renovations Project.

Memos from the Planning and Building Director:

Reasoned Statement of Relevant Criteria and Standards – Lots 20-24, Block 23, Capitol Hill Addition; and,

Reasoned Statement of Relevant Criteria and Standards – Lot 1, Block 1, Harman Addition.

Memos from the Public Works Director:

Idaho Transportation Department State/Local Agreement – Old Butte Road, Pancheri Drive to Pioneer Road;

**COUNCIL MEETING AGENDA
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Page 3**

Memos from the Public Works Director, continued:

Engineering Services Agreement – Task Order No. 13-03, Murray Smith and Associates, Wastewater Rate Impact Analysis;

Change Order Nos. 2-4 – 17th Street, Pancheri Drive to South Boulevard;

Engineering Services – Water System Facility Plan; and,

Alley Vacation Request – Westland Heights Addition, Division No. 3.

MAYOR

Conducting of a public hearing for consideration of the initial zoning of HC-1 for 22.607 Acres of the Sunnyside Road and I-15 Interchange.

Annexation Proceedings (Yellowstone RV Park) (Withdrawn by Division Director):

Memo from the Planning and Building Director;

Annexation Agreement;

Annexation Ordinance;

Conducting of a public hearing to consider the initial zoning of the newly annexed area (Yellowstone RV Park) (Requested RMH Zoning) (said hearing to be held only if said property is annexed; and,

Final Plat.

Conducting of a public hearing for the Annual Action Plan for Fiscal Year 2014 Community Development Block Grant Funds.

Adjournment.

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 Rosemarie Anderson 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.



2140 N. Skyline Drive #12
Idaho Falls, ID 83402
Phone: (208) 612-8224
Fax: (208) 612-8517

MEMORANDUM

DATE: December 12, 2013
TO: Honorable Mayor and City Council
FROM: Craig H. Davis, Airport Director
SUBJECT: Consent to Assignment of Lease -- Airport Hangar

Attached for your consideration is a Consent to Assignment of Lease between the City of Idaho Falls and BH Air, LLC for the aircraft Hangar located at 2040 International Way.

Randy Fife, City Attorney has reviewed and prepared said Consent.

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

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Craig H. Davis". The signature is written in a cursive, flowing style.

Craig H. Davis
Airport Director



2140 N. Skyline Drive #12
Idaho Falls, ID 83402
Phone: (208) 612-8224
Fax: (208) 612-8517

MEMORANDUM

DATE: December 12, 2013
TO: Honorable Mayor and City Council
FROM: Craig H. Davis, Airport Director
SUBJECT: Consent to Assignment of Lease – Airport Hangar

Attached for your consideration is a Consent to Assignment of Lease between the City of Idaho Falls and Vista Valley Aviation, LLC for the aircraft Hangar located at 2030 International Way.

Randy Fife, City Attorney has reviewed and prepared said Consent.

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

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Craig H. Davis", with a long, sweeping horizontal line extending to the right.

Craig H. Davis
Airport Director



2140 N. Skyline Drive #12
Idaho Falls, ID 83402
Phone: (208) 612-8224
Fax: (208) 612-8517

MEMORANDUM

DATE: December 12, 2013
TO: Honorable Mayor and City Council
FROM: Craig H. Davis, Airport Director
SUBJECT: **State Grant Offer, IAAP # IDA-2013**

Attached for your consideration is a State Grant Offer, IAAP # IDA-2013 for the amount of \$25,000.00 and a City Resolution for the Terminal Expansion Project. This state grant will be applied to the expenditures for the construction and construction administration portions of the Terminal Expansion Project.

Randy Fife, City Attorney has reviewed said documents.

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

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Craig H. Davis', is written over a horizontal line.

Craig H. Davis
Airport Director

C: City Clerk



2140 N. Skyline Drive #12
Idaho Falls, ID 83402
Phone: (208) 612-8224
Fax: (208) 612-8517

MEMORANDUM

DATE: December 12, 2013
TO: Honorable Mayor and City Council
FROM: Craig H. Davis, Airport Director
SUBJECT: Airport Terminal Expansion Project - Change Order No. 3

Attached is change order No. 3 for the Terminal Expansion Project. This change order is due to work items needed that was not addressed in the original contract and increases the project cost by \$74,150.25 for a revised contract total of \$2,360,810.67.

The FAA has reviewed and approved this change order as eligible for reimbursement at 93.75%.

The Airport Division respectfully requests City Council approval of this change order.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Craig H. Davis", with a long horizontal flourish extending to the right.

Craig H. Davis
Airport Director

C: City Clerk



A Division of the City of Idaho Falls

"A community with its own kind of energy"



MEMORANDUM

To: Honorable Mayor and City Council
From: Jackie Flowers, General Manager
Date: December 9, 2013
Re: Approve Contract with Battelle Energy Alliance for De-energization Work at Buildings in Idaho Falls

Battelle Energy Alliance (BEA) has requested support from Idaho Falls Power staff for isolation, de-energization, and re-energization of high voltage components on facilities in Idaho Falls to facilitate work BEA will complete internal to their electric system. Idaho Falls Power staff is qualified to do this work and it is consistent with work that staff frequently completes on our system. The attached Contract has been negotiated to allow Idaho Falls Power to support BEA with this work. The City Attorney has reviewed the contract.

Idaho Falls Power respectfully requests City Council approve and authorize the Mayor to sign the contract.

JRF/554



CITY OF IDAHO FALLS

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

MUNICIPAL SERVICES

December 11, 2013

PHONE: (208) 612-8249

FAX: (208) 612-8148

MEMORANDUM

TO: Honorable Mayor and City Council
FROM: S. Craig Lords, Municipal Services Director
SUBJECT: **CITY HALL PLANNING ROOM REMODEL CHANGE ORDER #1**

Attached for your consideration are documents related to Change Order #1.

The City Hall Planning Room Remodel Change Order #1 is in the amount of \$1905.50 and will provide the following:

Windows -	Fixed to sliding	\$1,285.00	
Windows -	Credit for windows	(\$ 642.50)	CRSA is paying ½ of windows due to their omission
Carpet -	Credit for carpet tile	(\$2,500.00)	
Doors -	Hollow Metal to Wood	\$3,763.00	
	Total	\$1,905.50	

Change Order #1 has been reviewed by CRSA Architects and General Services. The contract would be extended an additional 45 days to account for the door deliver. It is respectfully requested by Municipal Services that the Council approve Change Order #1 and authorize the Mayor to execute these documents.

Respectfully,

A handwritten signature in cursive script, appearing to read 'S. Craig Lords'.

S. CRAIG LORDS
MUNICIPAL SERVICES DIRECTOR

SCL/ch

Attachment

Cc: Mayor
Council
Witt
Carlson

MEMORANDUM

To: Honorable Mayor & City Council

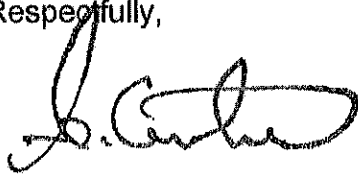
From: Greg A. Weitzel, Director, Parks and Recreation Division

Date: December 10, 2013

Subject: **PROFESSIONAL SERVICES AGREEMENT**

The Division of Parks and Recreation recommends approval of a proposal with Rock Solid Landscape Design and Construction in the amount of \$24,725 for the construction and engineering of the Memorial Falls project.

Respectfully,



Greg A Weitzel
Division of Parks and Recreation

laj

Attachment

cc:

Mayor
Council
City Clerk
File

MEMORANDUM

To: Honorable Mayor & City Council

From: Greg A. Weitzel, Director, Parks and Recreation Division

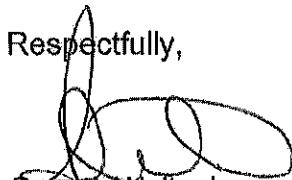
Date: December 10, 2013

Subject: **CHANGE ORDER NO. 1**

On November 14, 2013, a bid was awarded and opened for renovations of Wes Deist Aquatic Center. Vern Clark & Sons Construction was selected by Alderson Karst & Mitro Architects, P.A. after reviewing three (3) submitted bids.

Due to changes in the work to be performed, the Division of Parks and Recreation recommends an increase of the contract of \$2,475.00, bringing the original award of \$76,900.00 to a total of \$79,375.00, and requests authorization for the Mayor and City Clerk to sign the contract change order documents.

Respectfully,



Greg A. Weitzel
Division of Parks and Recreation

laj

Attachment

cc: Mayor
Council
City Clerk
File



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-061-13

MEMORADUM

TO: Mayor and City Council
FROM: Brad Cramer, Director
SUBJECT: Reasoned Statement of Relevant Criteria and Standards, Lots 20-24, Block 23, Capitol Hill Addition
DATE: December 3, 2013

Attached is the Reasoned Statement of Relevant Criteria and Standards for the request for a conditional use permit to allow RSC-1 uses in an R-3A zone for Lots 20-24, Block 23, Capitol Hill Addition. These findings have been reviewed by the City Attorney's office. The division respectfully requests approval of this document.

cc: Rose Anderson, City Clerk
file

Attachments: Copy



CITY OF IDAHO FALLS

PLANNING AND BUILDING DIVISION

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FAX (208) 612-8520

Building Department • (208) 612-8270

BGC-060-13

MEMORADUM

TO: Mayor and City Council
FROM: Brad Cramer, Director
SUBJECT: Reasoned Statement of Relevant Criteria and Standards, Lot 1, Block 1, of the Harman Addition
DATE: December 3, 2013

Attached is the Reasoned Statement of Relevant Criteria and Standards for the request for rezoning from R-3A with a PT-2 overlay to C-1, Lot 1, Block 1, of the Harman Addition. These findings have been reviewed by the City Attorney's office. The division respectfully requests approval of this document.

cc: Rose Anderson, City Clerk
file

Attachments: Copy



City of Idaho Falls

PUBLIC WORKS DIVISION

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

MEMORANDUM

To: Honorable Mayor & City Council

From: Chris H Fredericksen, Public Works Director

Date: December 9, 2013

Subject: **IDAHO TRANSPORTATION DEPARTMENT STATE/LOCAL AGREEMENT – OLD BUTTE ROAD, PANCHERI DRIVE TO PIONEER ROAD**

Attached is a State/Local Agreement with the Idaho Transportation Department and accompanying Resolution with respect to Old Butte Road, Pancheri Drive to Pioneer Road project. This agreement requires City financial contribution towards the entire project at a match rate of 7.34% and establishes an initial contribution of \$20,000.00. This agreement has been reviewed by the City Attorney.

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

Respectfully,

A handwritten signature in cursive script that reads "Chris H Fredericksen".

Chris H Fredericksen, P.E.
Public Works Director

CF:jk

Attachment

c: Mayor
Council
Canfield

2-37-27-4-STR-2014-07

2013-97



City of Idaho Falls

PUBLIC WORKS DIVISION

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

MEMORANDUM

To: Honorable Mayor & City Council

From: Chris H Fredericksen, Public Works Director

Date: December 9, 2013

Subject: **ENGINEERING SERVICES AGREEMENT – TASK ORDER NO. 13-03,
MURRAY SMITH AND ASSOCIATES, WASTEWATER RATE IMPACT
ANALYSIS**

Attached is proposed Task Order No. 13-03 to Engineering Services Agreement with Murray Smith and Associates in an amount of \$12,500.00. This Task Order provides for professional services for analysis of potential operational modifications at local industries that affects wastewater flows and loads to the Wastewater Treatment Plant.

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

Respectfully,

A handwritten signature in cursive script that reads "Chris H Fredericksen".

Chris H Fredericksen
Public Works Director

CF:jk

Attachment

c: Mayor
Council
Smith



City of Idaho Falls

PUBLIC WORKS DIVISION

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

MEMORANDUM

To: Honorable Mayor & City Council

From: Chris H Fredericksen, Public Works Director

Date: December 9, 2013

Subject: **CHANGE ORDERS 2-4 - 17TH STREET, PANCHERI DRIVE TO SOUTH BOULEVARD**

Attached for consideration are proposed Change Orders 2-4 to the 17th Street, Pancheri Drive to South Boulevard project. These Change Orders provide for additional costs associated with constructing an additional urban approach, removal of a luminaire foundation, inlet modification and additional traffic control.

The total contract increase due to the proposed changes amounts to \$70,792.32, bringing the total change order increases to date to \$77,974.32. The City's financial contribution will be 7.34% of this cost. The City Engineer and City Attorney have reviewed and approved these Change Orders.

Public Works recommends approval of these Change Orders; and, authorization for Mayor and City Clerk to sign the documents.

Respectfully,

A handwritten signature in cursive script that reads "Chris H Fredericksen".

Chris H Fredericksen, P.E.
Public Works Director

CF:jk

Attachment

c: Mayor
Council
Fugal

2-37-24-4-STR-2009-22

2013-96

380 Constitution Way, Idaho Falls, ID 83402 • Phone (208) 612-8250 • Fax (208) 612-8570 or 612-8520



City of Idaho Falls

PUBLIC WORKS DIVISION

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

MEMORANDUM

To: Honorable Mayor & City Council

From: Chris H Fredericksen, Public Works Director

Date: December 9, 2013

Subject: **ENGINEERING SERVICES – WATER SYSTEM FACILITY PLAN**

As previously authorized, Public Works solicited and received proposals for providing engineering design services related to conducting a Water System Facility Plan. Responses to the proposal request were received and evaluated.

Based upon those evaluations, Public Works recommends selecting Murray, Smith and Associates to perform the described services; and, authorize Public Works to negotiate a related fee structure.

Respectfully,

A handwritten signature in cursive script that reads "Chris H Fredericksen".

Chris H Fredericksen, P. E.
Public Works Director

CF:jk

c: Mayor
Council
Richards

0-00-00-0-WTR-2014-13

2013-99



City of Idaho Falls

PUBLIC WORKS DIVISION

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

MEMORANDUM

To: Honorable Mayor & City Council

From: Chris H Fredericksen, Public Works Director

Date: December 9, 2013

Subject: **ALLEY VACATION REQUEST – WESTLAND HEIGHTS ADDITION,
DIVISION 3**

As earlier authorized, the City Attorney has prepared the attached documents to vacate an alley in Westland Heights Addition, Division 3, Block 4, across Lots 11-16.

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

Respectfully,

A handwritten signature in cursive script that reads "Chris H Fredericksen".

Chris H Fredericksen, P. E.
Public Works Director

Attachment

CF:jk

c: Mayor
Council
Fugal

2013-100



CITY OF IDAHO FALLS

PLANNING AND BUILDING DIVISION

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Planning Department • (208) 612-8276

FAX (208) 612-8520

Building Department • (208) 612-8270

BGC-062-13

MEMORANDUM

TO: Mayor and City Council
FROM: Brad Cramer, Director
SUBJECT: Initial Zoning of HC-1, 22.607 acres, Sunnyside Road and I-15 Interchange
DATE: December 3, 2013

Attached is zoning ordinance for initial zoning of HC-1 for 22.607 acres of the Sunnyside Road and I-15 interchange. The City Council approved the annexation of the property at its October 10, 2013 meeting. At that time no zoning designation was approved. The Planning Commission recommended HC-1 zoning at its May 7, 2013 meeting. Staff concurs with this recommendation. This request is now being submitted to the Mayor and City Council for consideration.

cc: Rose Anderson, City Clerk
file

Attachments: Aerial photo
Vicinity map
Exhibit A, Zoning Ordinance

The Annexation Proceedings for the Yellowstone RV Park has been withdrawn by the Division Director.



CITY OF IDAHO FALLS

PLANNING AND BUILDING DIVISION

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www.idahofallsidaho.gov

Planning Department • (208) 612-8276

FAX (208) 612-8520

Building Department • (208) 612-8270

BGC-064-13

TO: Mayor and Council
FROM: Lisa Farris, Grant Administrator
SUBJECT: FY2014 CDBG Project and Activities Applications
DATE: December 5, 2013

Attached is the list of projects and activities submitted by application for FY 2014 CDBG funding totaling \$537,702.35.

The Housing and Urban Development (HUD) 2014 budget has been submitted to the U.S Congress and awaits approval.

The December 12, 2013 public hearing will provide applicants the opportunity to provide a brief explanation of their projects. A 30- day public comment period will start on December 13, 2013 and end on January 15, 2014.

Questions may be directed to Lisa Farris at 612-8323.

cc: Rose Anderson, City Clerk
Lisa Farris, Grant Administrator
File

Attachments: List of Projects and Activities