

CITY OF IDAHO FALLS, IDAHO
COUNCIL MEETING AGENDA
REGULAR MEETING

Thursday, May 8, 2014

7:30 p.m.

COUNCIL CHAMBERS
680 PARK AVENUE

The Mayor, City Council, and Staff welcome you to tonight's meeting. We appreciate and encourage public participation. For regular agenda items, an opportunity for public comment is sometimes provided following the staff report. However, the formality of procedures varies with the purpose and subject of the agenda item; therefore, the Mayor may exercise discretion in deciding if and when to allow public comment during the course of the proceedings and limitations may be placed on the time allowed for comments. Citizens wishing to comment on business that is not on the agenda will be provided the opportunity to do so as provided in Item Number 3. Please note that City of Idaho Falls Council Meetings are live streamed at www.idahofallsidaho.gov and archived. Thank you for your interest in City Government.

1. **Call to Order and Roll Call.**
2. **Pledge of Allegiance.**
3. **Public Comment and Mayor's Response Time (Limit 15 Minutes):** *For members of the Public to speak to the Council regarding matters NOT on the Agenda, not currently pending before the Planning Commission or Board of Adjustment; not the subject of a pending enforcement action; and not relative to a City personnel matter. Please state your name and address for the record and please limit remarks to three (3) minutes. Mayor and/or staff will respond to comments from previous meeting.*
4. **CONSENT AGENDA:** Any item will be removed from the Consent Agenda at the request of any member of the Council and that item will be considered separately later. Approval by roll call vote:
 - a. Item from the Mayor:
 1. Appointment of Gina Hegg to serve on the Idaho Falls Beautification Commission.
 - a. Items from the City Clerk:
 1. Approval of Minutes from the April 24, 2014 Regular Council Meeting and the April 25, 2014 Ammon-Idaho Falls Special Council Meeting.
 2. Approval of License Applications, all carrying the required approvals.
 3. Approval of the Monthly Expenditure Summary for the month of April, 2014.
 4. Approval of Monthly Treasurer's Report for the month of April, 2014.
 5. Approval of Monthly Reports from various Division and Department Heads.

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

5. **REGULAR AGENDA:**

A. **Municipal Services Division:**

1. **Charge Off – Unpaid Utility and Ambulance Accounts:** Municipal Services Division is respectfully requesting authorization to charge off as uncollectable all utility accounts that have not had a transaction since 2009, as well as ambulance accounts for the years 2008-2013 which are mainly mandatory write downs for Medicare and Medicaid. These charge-offs include but are not limited to: bankruptcies, skips, deceased persons, and those with no assets. The utility accounts total \$430,264.54, which is .70% of sales for that year and the ambulance accounts total \$197,201.46.

ACTION: To give authorization for the Municipal Services Division to charge off as uncollectable all utility accounts that have not had a transaction since 2009 in the amount of \$430,264.54, as well as ambulance accounts for the years 2008 through 2013 in the amount of \$197,201.46 (or take other action deemed appropriate).

2. **Tabulation and Award of Bid for Bid IF-14-06, Furnishing and Installing a Comprehensive Radio Frequency Identification (RFID) System:** City Council awarded Section I and Section II for Furnishing and Installing a Comprehensive Radio Frequency Identification (RFID) System at the Idaho Falls Public Library on December 19, 2013 to Tech Logic Corporation. Following award of said bid, it has been determined that the vendor did not include all of the computer equipment in the bid totals. It is the recommendation of the Municipal Services Division and the Library Division to reject the bid from Tech Logic Corporation and award to the lowest responsive, responsible bidder as follows:

	Description	Bidder	Amount
SECTION I	In Desk Checkout Stations	Sirsi Corporation	\$39,115.50
SECTION II	Self-Contained Stand-Alone Stations	3M Library Systems	\$25,838.00

ACTION: To reject the bid provided by Tech Logic Corporation for the RFID System; and, to accept the lowest responsive, responsible bids provided by Sirsi Corporation for Section I in the amount of \$39,115.50 and 3M Library Systems for Section II in the amount of \$25,838.00 for Furnishing and Installing a Comprehensive Radio Frequency Identification (RFID) System at the Idaho Falls Public Library (or take other action deemed appropriate).

3. **Tabulation and Award of Bid for Bid IF-14-12, One (1) New 2014 or Newer Cab and Chassis Mounted with a New Hot Asphalt/Patch Unit:** It is the recommendation of the Municipal Services Division and the Public Works Division to accept the low bid provided by Rush Truck Center to furnish a New 2015 International Cab and Chassis mounted with a new 2014 FP5 Flameless Pothole Patcher Unit in the amount of \$141,095.00 with trade-in Unit No. 40.

ACTION: To accept the low bid provided by Rush Truck Center to furnish a New 2015 International Cab and Chassis mounted with a new 2014 FP5 Flameless Pothole Patcher Unit in the amount of \$141,095.00 with trade-in Unit No. 40 (or take other action deemed appropriate).

B. **Idaho Falls Power Division:**

1. **Acceptance of Qualified Bidders for Old Lower Plant Runner**

Project: At the March 20, 2014 City Council Meeting, Council authorized staff to prequalify potential bidders for work associated with fabrication of new runners and appurtenances at the Old Lower Plant as part of the upgrade and rewind of that facility. Three potential bidders responded to our advertised solicitation. The responses have been reviewed by our Engineer, Mooney Consulting, with two of the three meeting the requirements for prequalification. All firms were notified by mail of their prequalification status on April 21. Idaho Falls Power recommends that the City Council approve Andritz Hydro and CHEC as prequalified contractors and authorize the bid package to be mailed to these contractors for competitive bidding.

ACTION: To approve Andritz Hydro and CHEC as prequalified contractors for the Old Lower Plant Runner Project, and give authorization for the bid package for the project to be mailed to these contractors for competitive bidding (or take other action deemed appropriate).

2. **Tabulation and Award of Bid for 161 kV Steel Structure Inspection**

(Pole Treatment Project): This project involves testing existing 161 kV steel pole structures to determine condition and treatment of poles where appropriate to extend life expectancy. The project is in the Fiscal Year 2014 operation and maintenance budget. Idaho Falls Power recommends award of this bid to Intec Services, Inc. and EDM International, Inc. in the amount of \$58,215.48.

ACTION: To accept the low bid provided by Intec Services, Inc. and EDM International, Inc. to complete the 161 kV Structure Inspection in the amount of \$58,215.48 (or take other action deemed appropriate).

C. **Planning and Building Division:**

1. **Final Plat and Reasoned Statement of Relevant Criteria and Standards for St. Clair Estates Addition, Division No. 13, 3rd Amended:** This is an application for a Final Plat and the Reasoned Statement of Relevant Criteria and Standards for St. Clair Estates Addition, Division No. 13, 3rd Amended. The Planning Commission considered this application at its April 1, 2014 Meeting and recommended approval of the plat with the condition that a cross-access agreement with parcels to the north and south be recorded and submitted to staff prior to the issuance of any building permits on the parcel. Staff concurs with this recommendation.

ACTION: The following recommendations in sequential order (or take other action deemed appropriate):

a. To accept the Final Plat entitled St. Clair Estates Addition, Division No. 13, 3rd Amended, and give authorization for the Mayor, City Engineer, and City Clerk to sign said Final Plat.

b. To approve the Reasoned Statement of Relevant Criteria and Standards for St. Clair Estates Addition, Division No. 13, 3rd Amended, and give authorization for the Mayor to execute the necessary documents.

2. **Final Plat and Reasoned Statement of Relevant Criteria and Standards for Boozer Addition, Division No. 4, 1st Amended:** This is an application for the Final Plat and the Reasoned Statement of Relevant Criteria and Standards for Boozer Addition, Division No. 4, 1st Amended. The Planning Commission considered this application at its September 17, 2013 Meeting and recommended approval with the condition that cross-access agreements for all three lots be recorded. The applicant has complied with this condition. Staff concurs with the recommendation of the Planning Commission.

ACTION: The following recommendations in sequential order (or take other action deemed appropriate):

- a. To accept the Final Plat entitled Boozer Addition, Division No. 4, 1st Amended, and give authorization for the Mayor, City Engineer, and City Clerk to sign said Final Plat.
- b. To approve the Reasoned Statement of Relevant Criteria and Standards for Boozer Addition, Division No. 4, 1st Amended, and give authorization for the Mayor to execute the necessary documents.

3. **Resolution Approving Fiscal Year 2014 Community Development Block Grant Annual Action Plan:** This is a Resolution adopting the Fiscal Year 2014 Annual Action Plan for Community Development Block Grant (CDBG) Funds. The factors considered when selecting applications were the recommendations made by HUD staff during their 2013 monitoring visit, eligibility under the CDBG Program, identified priorities under the CDBG five-year plan of Idaho Falls, and the allowable parameters of the CDBG Program.

ACTION: To approve the Resolution adopting the Fiscal Year 2014 Annual Action Plan for Community Development Block Grant (CDBG) Funds and give authorization for the Mayor and City Clerk to execute the necessary documents (or take other action deemed appropriate).

D. **Public Works Division:**

1. **Tabulation and Award of Bid for Thermoplastic Citywide - 2014 Project:** On April 22, 2014, bids were received and opened for Thermoplastic Citywide - 2014 Project. Public Works recommends approval of the plans and specifications; award to the lowest responsive, responsible bidder, Idaho Traffic Safety, Inc., in an amount of \$66,061.80; and authorization for the Mayor and City Clerk to sign contract documents.

ACTION: To approve the plans and specifications for the Thermoplastic Citywide - 2014 Project; to accept the lowest responsive, responsible bid submitted by Idaho Traffic Safety, Inc. in the amount of \$66,061.80; and give authorization for the Mayor and City Clerk to execute the necessary contract documents (or take other action deemed appropriate).

2. **Tabulation and Award of Bid for Elva Street Storm Drain Replacement Project, Yellowstone Avenue to Railroad:** On April 22, 2014, bids were received and opened for Elva Street Storm Drain Replacement, Yellowstone Avenue to Railroad Project. Public Works recommends approval of the plans and specifications; award to the lowest responsive, responsible bidder, HK Contractors, Inc., in an amount of \$97,865.05; and, authorization for the Mayor and City Clerk to sign contract documents.

ACTION: To approve the plans and specifications for the Elva Street Storm Drain Replacement Project, Yellowstone Avenue to Railroad; to accept the lowest responsive, responsible bid submitted by HK Contractors, Inc. in the amount of \$97,865.05; and, give authorization for the Mayor and City Clerk to execute the necessary contract documents (or take other action deemed appropriate).

3. Tabulation and Award of Bid for Utah Avenue Roundabout Reconstruction Project: On April 29, 2014, bids were received and opened for Utah Avenue Roundabout Reconstruction Project. Public Works recommends approval of the plans and specification; award to the lowest responsive, responsible bidder, DePatco, Inc., in an amount of \$199,998.45; and, authorization for the Mayor and City Clerk to sign contract documents.

ACTION: To approve the plans and specifications for the Utah Avenue Roundabout Reconstruction Project; to accept the lowest responsive, responsible bid submitted by DePatco, Inc. in the amount of \$199,998.45; and, give authorization for the Mayor and City Clerk to execute the necessary contract documents (or take other action deemed appropriate).

4. Idaho Transportation Department State/Local Construction Agreement – Pancheri Drive, Bellin Road to Skyline Drive Project: This is a State/Local Construction Agreement with the Idaho Transportation Department and accompanying Resolution with respect to the Pancheri Drive, Bellin Road to Skyline Drive Project. This Agreement requires the City to issue an initial check in the amount of \$912,811.00. Reimbursement by the Targhee Regional Public Transportation Authority is anticipated in the amount of \$685,127.30. This agreement has been reviewed by the City Attorney. Public Works recommends adoption of the Resolution, approval of this agreement, and authorization for the Mayor and City Clerk to sign the necessary documents.

ACTION: To adopt the Resolution regarding the Idaho Transportation Department State/Local Construction Agreement for Pancheri Drive, Bellin Road to Skyline Drive Project; to approve the Agreement; and, give authorization for the Mayor and City Clerk to execute the necessary documents (or take other action deemed appropriate).

5. Idaho Falls Redevelopment Agency Construction Agreement – River Gardens Phase II Greenbelt Project: This is a Construction Agreement with the Idaho Falls Redevelopment Agency (IFRDA) with respect to the River Gardens Phase II Greenbelt Project. This Agreement formalizes a \$390,000.00 financial commitment towards the project by the IFRDA and stipulates that the City will provide construction administration of the project. This Agreement has been reviewed by the City Attorney. Public Works recommends approval of this Agreement; and, authorization for the Mayor and City Clerk to sign the necessary documents.

ACTION: To approve the Construction Agreement with the Idaho Falls Redevelopment Agency (IFRDA) with respect to the River Gardens Phase II Greenbelt Project, and give authorization for the Mayor and City Clerk to execute the necessary documents (or take other action deemed appropriate).

E. **Airport Division:**

1. **Airport Air Service Marketing Contract with Sixel Consulting Group, Inc.:** This is an Airport Air Service Marketing Contract between the City of Idaho Falls Regional Airport and Sixel Consulting Group, Inc. This contract is for 12 months with a not-to-exceed contract amount of \$50,000.00. The City Attorney has reviewed said Contract.

ACTION: To approve the Airport Air Service Marketing Agreement with Sixel Consulting Group, Inc. for a 12-month period with a not-to-exceed amount of \$50,000.00 and give authorization for the Mayor to execute the necessary documents (or take other action deemed appropriate).

6. **Public Hearing – Annexation with Initial Zoning of PB (Professional Business), and Reasoned Statement of Relevant Criteria and Standards – Fountain Bleu Lane Right-of-Way:** This is a request for annexation with initial zoning of PB (Professional Business) and the Reasoned Statement of Relevant Criteria and Standards for a portion of the Fountain Bleu Lane Right-of-Way. The Planning Commission considered this application at its April 1, 2014 Meeting and recommended approval. Staff concurs with this recommendation.

ACTION: Conduct the public hearing for the annexation, with the following recommendations, in sequential order (or take other action deemed appropriate):

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

c. To establish the initial zoning for Fountain Bleu Lane Right-of-Way as PB (Professional Business) as presented, that the comprehensive plan be amended to include the area annexed herewith, and that the City Planner be instructed to reflect said annexation, zoning and amendment to the comprehensive plan on the comprehensive plan and zoning maps located in the Planning Office.

d. To approve the Reasoned Statement of Relevant Criteria and Standards for Fountain Bleu Lane Right-of-Way and give authorization for the Mayor to execute the necessary documents.

7. **Annexation with Initial Zoning of C-1 (Limited Retail Business), and Final Plat – Eagle Ridge Addition, Division No. 3:**

ACTION: To recess consideration of the Annexation with Initial Zoning of C-1 (Limited Retail Business) and Final Plat for Eagle Ridge Addition, Division No. 3 to the May 22, 2014 Regular Council Meeting.

Motion to Adjourn.

If you need communication aids or services or other physical accommodations to participate or access this meeting or program of the City of Idaho Falls, you may contact City Clerk 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.