City Council Meeting

Agenda

680 Park Avenue
Idaho Falls, ID 83402

Thursday, October 28, 2021 **7:30 PM** **City Council Chambers**

While Coronavirus (COVID-19) is still a public health risk, the City will follow Eastern Idaho Public Health (EIPH) recommendations. EIPH currently recommends observance of The Centers for Disease Control and Prevention (CDC) guidelines.

Welcome.

City Council Meetings are open to any member of the public. All are welcome to observe (either in person or via the City's website livestream). Note that not all agenda items include the opportunity for public comment. Also, please be aware that amendments to this agenda may be made by Council during the meeting upon passage of a motion that states a good faith reason why the desired change was not included in the original agenda posting. To participate personally, we ask you to follow these City guidelines.

Opportunity for General Public Comment.

The public is invited to address the City Council but only regarding general matters that are not listed on this agenda or that are already noticed for a public hearing, subject to the Public Hearing Participation Guidelines below. When you address the Council, please state your name and some general contact information (e.g., city, address, neighborhood). Please limit your remarks to approximately three (3) minutes. For legal reasons, topics you may not comment upon include matters currently pending before the City's Planning and Zoning Commission or Board of Adjustment; pending City enforcement actions (including those on appeal); and City personnel actions.

Public Hearing Participation Guidelines.

1. In-person Comment. Because public hearings must follow various procedures required by law, please wait to offer your comments until comment is invited/indicated. Please address your comments directly to the Council and try to limit them to three (3) minutes.

2. Written Comment. The public may provide written comments via postal mail sent to City Hall or via email sent to the City Clerk at IFClerk@idahofalls.gov. Comments will be distributed to the members of the Council and become a part of the official public hearing record. Written testimony must be received no later than forty-eight (48) hours prior to the date of the hearing to ensure inclusion in the permanent City record.

3. Remote Comment. When available, the public may provide live testimony remotely via the WebEx meeting platform using a phone or a computer. Those desiring public hearing access should send a valid and accurate email address to VirtualAttend@idahofalls.gov no later than forty-eight (48) hours prior to the date of the hearing so log-in information can be sent to you prior to the meeting. Please indicate for which public hearing on the agenda you wish to offer testimony. Please note that the remote option will not be available for all meetings.

Regularly scheduled Council meetings are live-streamed and archived on the City website (idahofalls.gov). If communication aids, services, or other physical accommodations are needed to facilitate participation or access for this meeting, please contact City Clerk Kathy Hampton at 208-612-8414 or ADA Coordinator Lisa Farris at 208-612-8323. They can help accommodate special needs.

1. Call to Order.

2. Pledge of Allegiance.

3. Public Comment.

Please see guidelines above.

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. Airport:

1) Consent Agenda - Approval of Work Order 21-05 with T-O Engineers for Terminal Concept Budget Report **21-275**

The Airport would like to conduct a Terminal Expansion Concept Study including analysis of existing capacity and likely demand for various areas (Ticket Lobby, Bag Screening, Outbound Bag Makeup, Airline Ticket Offices, GSE Storage, Vehicle Parking, landside restrooms and bag screening capacity). Analysis shall include assessment and recommendations for the various systems within these areas.

Attachments: Work Order 21-05.pdf

B. Municipal Services

1) Bid IF-22-03, Purchase of Road Salt for Public Works **21-290**

This purchase will provide approximately 3,000 tons of road salt for $41.49 per ton for the Street division.

Attachments: MS_Bid IF-22-03 Purchase of Road Salt for Public Works.pdf

2) Bid IF-22-C, Purchase of Hot Mix Asphalt for Public Works **21-291**

This purchase request is to piggyback off the Idaho State Contract to purchase approximately 3,000 tons of hot asphalt mix at $51.00 per ton for the Streets Division.

Attachments: MS_Bid IF-22-C Hot Mix Asphalt for Public Works.pdf

3) Bid IF-22-01, Purchase of Chlorine and Sodium Bisulfite for Public Works **21-292**

The total purchase request is to award the extended cost totals for sections I, II and III. The chlorine and sodium bisulfite chemicals are used for the water and wastewater treatment operations.

Attachments: MS_ Bid IF 22-01 Purchase of Chlorine & Sodium Bisulfite for Public Works.pdf

4) Quote IF-22-B, Purchase of Replacement Wheel Loader for Public Works **21-293**

This purchase is to purchase a new 2022 John Deere 624 P Wheel Loader to replace unit #1519, a 2009 Leeboy 300 Force Feed Loader that has reached its useful life and scheduled for replacement.

Attachments: MS_ Replacement Loader for Public Works - Honnen Equipment.pdf

5) Treasurer's Report for August 2021 **21-261**

A monthly Treasurer's report is required pursuant to Resolution 2018-06 for City Council review and approval. For the month-ending August 2021, cash, and investments total $146.9M. Total receipts received and reconciled to the general ledger were reported at $17.1M, which includes revenues of $15.1M and inter-departmental transfers of $2M. Total distributions reconciled to the general ledger were reported at $20.7M, which includes salary and benefits of $5.9M, operating costs of $12.8M and interdepartmental transfers of $2M. As reported in the attached investment report, the total investments reconciled to the general fund were reported at $134M.

Attachments: MS_Treasurers Report for August 2021.pdf

6) Minutes from Council Meetings **21-296**

October 12, 2021 City Council Work Session and Executive Session, and October 14, 2021 City Council Meeting.

Attachments: 20211012 Work Session and Executive Session - Unapproved.pdf
20211014 Council Meeting - Unapproved.pdf

7) License Applications, all carrying the required approvals

Recommended Action:

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. Municipal Services

1) Approval of Sublease Between Senior Citizens' Community Center and Serenity Hall **21-262**

The Senior Citizens' Community Center is currently under a long-term lease with the city. The property is located at 535 W. 21st Street. The lease agreement provides the Senior Citizens' Community Center the ability to sublease the property with prior consent of the city. During the City Council work session held on Monday, September 20, 2021, the Municipal Services Department presented a proposal for Serenity Hall to be relocated to the basement of the Senior Center. The City's Attorney's Office has prepared a sublease agreement for Serenity Hall membership to access the basement of the facility for a 3-year term beginning December

1, 2021, for $275.00 per month. Both organizations agree that sharing this space will be beneficial to both organizations.

Recommended Action:
Approve a sublease between the Senior Citizens' Community Center and Serenity Hall (12-Step Program) or take other action deemed appropriate.

Attachments: MS_Sublease Senior Center and Serenity Hall.pdf
City Property - 600 S. Boulevard.pptx

B. Idaho Falls Power

1) Kleinschmidt Phase I Relicensing Professional Services Contract - Pre-Application **21-284**

Approval of this contract for FY2022 continues the consulting process that will aid in the Federal Energy Regulatory Commission's (FERC) relicensing of the city's hydroelectric projects. Kleinschmidt was selected in 2019 following a search of qualifications (SOQ) to provide professional services on a year-over-year basis as is allowed by State Statue 67-2320.

Recommended Action:
Approve the Phase I Relicensing Pre-Application work for FY2022 with Kleinschmidt Associates for $132,100.00, (or take other action deemed appropriate).

Attachments: Idaho Falls Relicensing Phase 1 Proposal_2022-2023_1970004.00.pdf

C. Community Development Services

1) Resolution adopting the Fiscal Years 2018-2022 ADA Transition Plan. **21-287**

Attached for consideration is a resolution adopting the Fiscal Years 2018-2022 ADA Transition Plan. The city is required to have a plan per various sections of the Americans with Disabilities Act, Department of Justice, and other federal requirements. The plan addresses needed improvements to infrastructure and programs throughout the city and helps guide priorities and funding to address such priorities. The plan has been presented to the City Council and ADA Advisory Board for comment. Staff respectfully requests approval of the resolution.

Recommended Action:
Approve the Resolution adopting the Fiscal Years 2018-2022 ADA Transition Plan and give authorization for the Mayor and City Clerk to execute the necessary documents (or take other action deemed appropriate).

Attachments: Resolution - ADA Transition Plan 10.8.21.docx

2) Final Plat and Reasoned Statement of Relevant Criteria and Standards, Snake River Landing Division 3, 2nd Amended. **21-288**

Attached is the application for the Final Plat and Reasoned Statement of Relevant Criteria and Standards for Snake River Landing Division 3, 2nd Amended. The Planning and Zoning

Commission considered this item at its June 1, 2021, meeting and recommended approval by unanimous vote. Staff concurs with this recommendation.

Recommended Action:

1. Accept the Final Plat for Snake River Landing Division 3, 2nd Amended and give authorization for the Mayor, City Engineer, and City Clerk to sign said Final Plat (or take other action deemed appropriate).

2. Approve the Reasoned Statement of Relevant Criteria and Standards for the Final Plat for Snake River Landing Division 3, 2nd Amended and give authorization for the Mayor to execute the necessary documents (or take other action deemed appropriate).

Attachments: Zoning Map.jpg
Aerial.jpg
Final Plat.pdf
Staff Report.docx
PC Minutes.docx
Reasoned Statement.docx

3) Public Hearing-Part 1 of 2 of the Annexation and Initial Zoning-Annexation Ordinance and Reasoned Statement of Relevant Criteria and Standards for 37.223 acres, Southwest ¼ of the Southeast ¼ of Section 27, Township 2 North, Range 37 East. **21-285**

Attached is part 1 of 2 of the application for Annexation and Initial Zoning of HC, Highway Commercial and LC, Limited Commercial with Airport Overlay Zone Controlled Development which includes the Annexation Ordinance and Reasoned Statement of Relevant Criteria and Standards for 37.223 acres, Southwest ¼ of the Southeast ¼ of Section 27, Township 2 North, Range 37 East. The Planning and Zoning Commission considered this item at its September 7, 2021, meeting and recommended approval by a unanimous vote. Staff concurs with this recommendation.

Recommended Action:

1. Approve the Ordinance annexing 37.223 acres, Southwest ¼ of the Southeast ¼ of Section 27, Township 2 North, Range 37 East under a suspension of the rules requiring three complete and separate readings and request 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, reject the Ordinance, or take other action deemed appropriate).

2. Approve the Reasoned Statement of Relevant Criteria and Standards for the annexation of 37.223 acres, Southwest ¼ of the Southeast ¼ of Section 27, Township 2 North, Range 37 East and give authorization for the Mayor to execute the necessary documents (or take other action deemed appropriate).

Attachments: Zoning Map .jpg
Aerial.jpg
Comp Plan Map.jpg
Airport LU.jpg
Staff Report.docx
Land Use Table.pdf
AIrport Overlay Use Table.pdf
PC Minutes.docx
Ordinance
Exhibit A.pdf
Map Exhibit.pdf
Reasoned Statement Annexation.docx

4) Public Hearing-Part 2 of 2 of the Annexation and Initial Zoning of LC, Limited Commercial, HC, Highway Commercial with Airport Overlay Zone Controlled Development, Initial Zoning Ordinance and Reasoned Statement of Relevant Criteria and Standards, 37.223 acres, Southwest ¼ of the Southeast ¼ of Section 27, Township 2 North, Range 37 East. **21-286**

Attached is part 2 of 2 of the application for Annexation and Initial Zoning of LC and HC with Airport Overlay Controlled Development which includes the Initial Zoning Ordinance and Reasoned Statement of Relevant Criteria and Standards for 37.223 acres, Southwest ¼ of the Southeast ¼ of Section 27, Township 2 North, Range 37 East. The Planning and Zoning Commission considered this item at its September 7, 2021, meeting and recommended approval of LC and HC with Airport Overlay by a unanimous vote. Staff concurs with this recommendation and recommends approval.

Recommended Action:

1. Assign a Comprehensive Plan Designation of "Higher Density, Employment Center and Commercial" and approve the Ordinance establishing the initial zoning for LC and HC with Airport Overlay Controlled Development as shown in the Ordinance exhibits under a suspension of the rules requiring three complete and separate readings and request that it be read by title and published by summary, 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 (or consider the Ordinance on the first reading and that it be read by title, reject the Ordinance, or take other action deemed appropriate).

2. Approve the Reasoned Statement of Relevant Criteria and Standards for the Initial Zoning of LC and HC with Airport Overlay Controlled Development and give authorization for the Mayor to execute the necessary documents (or take other action deemed appropriate).

Attachments: Zoning Map .jpg
Aerial.jpg
Comp Plan Map.jpg
Ordinance
Exhibit A.pdf
Zoning Boundaries Exhibit
Reasoned Statement Zoning.docx

5) Amendment of Title 11 of City Code, Requiring Neighborhood Meetings for Certain Land Use Applications. **21-289**

This item was tabled at the October 14th meeting for adjustments to the ordinance. The Legal Department has clarified the language regarding petitions for hearings and reinstated the requirement for a public hearing for preliminary plats.

Recommended Action:

To approve the Ordinance requiring Neighborhood Meetings for certain land use applications under a suspension of the rules requiring three complete and separate readings and request 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, reject the Ordinance, or take other action deemed appropriate).

Attachments: Zoning Ordinance - Title 11, Chapter 6, Neighborhood Meeting 9.15.21.pdf

6. Announcements.

7. Adjournment.

Memorandum

File #: 21-275 **City Council Meeting**

FROM: Rick Cloutier, C.M., Airport Director
DATE: Thursday, October 28, 2021
DEPARTMENT: Airport

Subject

Consent Agenda - Approval of Work Order 21-05 with T-O Engineers for Terminal Concept Budget Report

Council Action Desired

☐ Ordinance ☐ Resolution ☐ Public Hearing

☒ Other Action (Approval, Authorization, Ratification, etc.)

Approve Work Order 21-05 as attached for services provided by T-O Engineers for the Terminal Concept Budget Report and give authorization for the Mayor to execute the agreement (or take other action deemed appropriate).

Description, Background Information & Purpose

The Airport would like to conduct a Terminal Expansion Concept Study including analysis of existing capacity and likely demand for various areas (Ticket Lobby, Bag
Screening, Outbound Bag Makeup, Airline Ticket Offices, GSE Storage, Vehicle Parking, landside restrooms and bag screening capacity). Analysis shall include assessment and
recommendations for the various systems within these areas.

Alignment with City & Department Planning Objectives



☒ ☐ ☐ ☐ ☐ ☐ ☐ ☐

Click or tap here to enter text.

Interdepartmental Coordination

Municipal Services has reviewed.

Fiscal Impact

This project is funded via the FAA Airport Improvement Program.

Legal Review

Legal has reviewed.

WORK ORDER 21-05
IDAHO FALLS REGIONAL AIRPORT (IDA)
IDAHO FALLS, IDAHO

TERMINAL CONCEPT BUDGET REPORT

This Work Order shall be attached to, made a part of, and incorporated by reference into a Master Professional Services Agreement between the City of Idaho Falls and T-O Engineers, Inc., dated April 2019.

SCOPE OF WORK

The Scope of Work dated July 6, 2021 for this effort is attached as Exhibit A. This document describes the anticipated work effort and schedule in detail.

FEES

Fees for services provided under this Work Order will be determined and billed on a Lump Sum basis as follows:

- **Tasks 1-6 (Lump Sum)** **$262,777.38**

Fees for the phases of work will be determined and billed on a Lump Sum basis, as defined in the Agreement. Fees have been calculated using Consultant's current Fee Schedule. A detailed Fee Proposal dated September 23, 2021 is attached as Exhibit B.

IN WITNESS WHEREOF, Client and Consultant have made and executed this WORK ORDER 21-05 to the AGREEMENT the day and year first above written.

FOR: CITY OF IDAHO FALLS,

By: _____

Title: _____

Date: _____

FOR: T-O ENGINEERS, INC.

By: James R. Norvell

Title: Regional Manager

Date: October 1, 2021

Exhibit A – Scope of Work

WORK ORDER 21-05
EXHIBIT A – Scope of Work
Idaho Falls Regional Airport (IDA)
Idaho Falls, Idaho
TERMINAL CONCEPT BUDGET REPORT

INTRODUCTION

The Idaho Falls Regional Airport (IDA, Airport, or Owner) is located in and owned by the City of Idaho Falls, Idaho. The Airport serves Eastern Idaho, Southern Montana, and Western Wyoming. The Airport also serves as an access point to multiple tourist destinations including Yellowstone National Park, Grand Teton National Park, Jackson Hole, Wyoming, and Sun Valley, Idaho.

The Airport recently completed a project to expand baggage claim and is in the process of completing a separate project to increase the number of gates from 3 to 6, relocate and expand the TSA checkpoint, expand the secure hold rooms, add a restaurant in the 2nd level hold room, and update the finishes throughout the central portion of the terminal. The airport also completed a project to expand the south end of the terminal (ticketing) in 2012.

In the last several months, the Airport has expanded air service with the addition of two new airlines, American and Alaska, and an increase in new destinations and service by larger aircraft. All of this combined, has pushed parts of the terminal to or past capacity. This includes the Ticket Lobby, Bag Screening, Outbound Bag Makeup, Airline Ticket Offices, GSE Storage and Vehicle Parking, and landside restrooms. The TSA has also provided notice that they are concerned with bag screening capacity.

The Airport would like to conduct a Terminal Expansion Concept Study including analysis of existing capacity and likely demand for various areas noted above. Analysis shall include assessment and recommendations for the various systems within these areas including, baggage screening and conveyance, mechanical and electrical service, IT data and communications (airline offices and coordination with City IT), and security. It is assumed that the security checkpoint is adequate, and capacity / queuing analysis will not be performed for that area.

A range of conceptual alternative layouts and recommendations that address capacity needs shall be developed with a range of potential costs, level of impact, capacity, and flexibility for the future. Conceptual level cost estimates shall be developed for up to three of these alternatives, along with study of phasing and scheduling impacts and the development of pros and cons for use in determination of the preferred alternative. The team shall coordinate TSA review and input of the alternatives. The potential of common-use systems shall be evaluated in terms of pros, cons, and cost. The team shall facilitate conversations about the range of delivery methods available, and appropriateness of each based on the characteristics of the preferred concept alternative and schedule considerations.

T-O Engineers will serve as the Prime Consultant with Alliiance Architects serving as the lead architect. T-O Engineers will also lead the civil and structural design and have a subcontract with Alliiance (Lead Architect). Alliiance, as lead architect, will have subcontracts with Swanson Rink (Baggage Handling

System), MCE (Mechanical, Electrical and Plumbing), Faith Group (Information Technology), and Connico (Cost Estimating).

Work associated with the above tasks is eligible for reimbursement from FAA/AIP grant funds following the execution of the Grant. All work will be accomplished in accordance with FAA guidance, so it is eligible for future reimbursement as it is not anticipated a grant will be available for this work until FY2022 at the earliest.

SCOPE OF PROFESSIONAL SERVICES

The following outlines the Scope of Work and services to be provided as part of this planning study. The following sections provide a narrative description of the effort and tasks associated with each task:

- Administration
- Existing Facility Inventory and Assessment
- Demand and Capacity Analysis
- Conceptual Alternatives
- Preferred Alternative and Documentation
- FAA Grant Administration

AVAILABLE INFORMATION:

- IDA Terminal Expansion plans from 1978, 2001, 2012, 2018 and 2020 prepared by various consultants.
- Master Plan and Airport Layout Plan (ALP) drawings prepared by Armstrong Consultants, 2010.
- Documents and recommendations from task order 16-05, IDA Terminal Expansion Concept and Budget Report, prepared by T-O Engineers with Mead and Hunt, 2017.

TASK 1 - ADMINISTRATION

This task includes the following general administrative services:

1.1 Formulate Scope of Work and Project Approach. Define Scope of Work, priorities, schedules and formulate the project approach. Prepare a Work Order including Scope of Work and Fee Estimate prepared in Task 1.1 and submit to the Owner for approval.

1.2 Assist the Owner in obtaining an Independent Fee Estimate and preparing a cost analysis for FAA review and approval.

1.3 Sub-Consultant Agreements. Coordinate with Architect as required to draft and finalize sub-consultant agreements.

1.4 Project management and administration to include monthly cost accounting and budget analysis, invoicing, document preparation and management, and progress monitoring.

TASK 2 – EXISTING FACILITY INVENTORY AND ASSESSMENT

This task will include collection of Sponsor-provided existing pertinent data, investigations, and surveys. This task includes a Site Visit by all members of the project team.

2.1 Define affected areas of facility by functional element (ticketing, baggage screening and make-up, airline ticket offices, baggage claim, public circulation serving these areas.

2.2 Collect and review existing plans and construction documents (provided by airport in CAD or similar useable digital format).

2.3 Document existing conditions with photograph inventory (Site Visit 1).

2.4 Document condition and state of repair of primary architectural, engineering, IT, conveyance, and screening components / systems (Site Visit 1).

2.5 Overview of existing demand levels and processing rates by function.

2.6 Airport, tenant, and agency interviews to confirm observed inadequacies or concerns (Site Visit 1, Web Meetings).

TASK 3 – DEMAND AND CAPACITY ANALYSIS

This task will include evaluate the demand and capacity of the various project areas.

3.1 Conduct Demand / Capacity Analysis based on the TAF, current flight schedules, and anticipated near and short-term service increases.

3.2 Develop conceptual level Space Program based on Demand/Capacity Analysis and staff/stakeholder interviews (including initial TSA review).

TASK 4 – CONCEPTUAL ALTERNATIVES

This task will include the development of up to three (3) alternatives including Rough Order of Magnitude (ROM) cost estimates.

4.1 Develop block diagram layout alternatives for terminal expansion (up to 3 alternatives) based on Demand / Capacity Analysis, Conceptual Facility Requirements / Terminal Program (including addition of landside restrooms).

4.2 Review alternatives with TSA and incorporate feedback received. Review alternatives with FAA

and incorporate feedback received.

4.3 Provide ROM costs for 2 of the 3 alternatives, the perceived lowest and highest impact alternatives.

4.4 IT analysis and recommendation – including common use alternative.

4.5 Mechanical and Electrical analysis and recommendation.

4.6 Baggage screening and conveyance analysis and recommendation.

4.7 Provide phasing and schedule analysis.

4.8 Provide pro/con analysis of the alternatives.

4.9 Facilitate conversations about the range of delivery methods available.

4.10 Facilitation of identification of preferred alternative.

4.11 Conceptual level review of AIP eligibility by area.

TASK 5 – PREFERRED ALTERNATIVE AND DOCUMENTATION

This task will include the documentation of the preferred alternative in a study report.

5.1 Provide conceptual level massing diagram and conceptual image sketch indicating the architectural potential of the project.

5.2 Provide refined ROM costs for preferred alternative

5.3 Study Report Book (5 hard copies), PDF of same and PowerPoint to summarize the above items and recommendations.

TASK 6 – FAA GRANT ADMINISTRATION

This task includes the following FAA AIP Grant Administration services.

6.1 Assist the Owner with Grant Administration tasks.

6.1.1 Prepare a Grant Application for submittal to FAA. Update the Grant Application for FAA-AIP funding. Assist Owner in coordination of Grant Application submittal and process.

6.1.2 Assist the Owner to prepare and process required certifications for submittal to the FAA.

6.1.3 Assist the Owner with preparation of annual SF 271 and SF 425 forms.

6.1.4 Assist the Owner with quarterly performance reports in accordance with Table 5-16 of FAA Order 5100.38D.

6.1.5 Provide periodic project budget updates to Owner during prosecution of the work.

6.1.6 Assist the Owner with Disadvantaged Business Enterprise (DBE) annual reporting.

6.2 Environmental Coordination: It is assumed the project will be categorically excluded from further environmental study with preparation of a Categorical Exclusion checklist. It is also anticipated this Categorical Exclusion checklist will also include several other projects. Projects include Rehabilitate Runway 13-31 including construction of paved shoulders and blast pads, Taxiway A Pavement Maintenance, Rehabilitate Terminal Apron, and Rehabilitate North Cargo Apron.

6.2.1 Coordinate with airport to develop project details and purpose and need statement. Prepare exhibits showing project elements and limits.

6.2.2 Prepare draft CATEX addressing the resource categories specified by FAA Orders 1050.1F and 5050.4B including figures and appendices.

6.2.3 Submit draft CATEX to Owner and FAA for review and comment. Address comments and finalize CATEX document.

EXCLUSIONS

The following items are excluded from the Terminal Concept and Budget Report

- Environmental Assessment
- Geotechnical Services
- Survey (topographical or utility)
- Electrical Metering

End of Scope

Exhibit B – Fee Proposal

Workplan and Fee Estimate

IDA (Idaho Falls Regional Airport) - TERMINAL EXPANSION CONCEPT STUDY

9/23/2021

Full Team by Task

Summary by Task	(A) Labor	(B) Expenses	(C) Travel/Per Diem	(D) Special Services	(A)+(B)+(C)+(D) Amount Requested
I. Project Definition and Project Management	$27,216.36	$60.00	$0.00		$27,276.36
II. Existing Facility Inventory and Assessment	$52,136.21	$180.00	$10,775.00		$63,091.21
III. Demand / Capacity Analysis, Conceptual Facility Requirements / Terminal Program Development	$19,112.72	$50.00	$0.00		$19,162.72
IV. Terminal Expansion Feasibility Assessment / Recommendation	$90,260.58	$350.00	$2,250.00		$92,860.58
V. Preferred Terminal Expansion Concept Refinement	$44,481.14	$190.00	$2,250.00		$46,921.14
VI. FAA Grant Administration	$13,465.37	$0.00	$0.00		$13,465.37
Totals	**$246,672.38**	**$830.00**	**$15,275.00**	**$0.00****	**$262,777.38**

By Firm

Summary by Firm	(A) Labor	(B) Expenses	(C) Travel/Per Diem	(D) Special Services	(A)+(B)+(C)+(D) Amount Requested
Civil - Project Management	$36,486.02	$0.00	$775.00		$37,261.02
Arch - Planning - Project Management	$64,070.00	$370.00	$4,500.00		$68,940.00
Structural	$12,537.36	$0.00	$550.00		$13,087.36
BHS	$53,125.00	$0.00	$2,700.00		$55,825.00
MEP	$34,490.00	$190.00	$3,375.00		$38,055.00
IT - Security	$22,175.00	$130.00	$3,375.00		$25,680.00
Cost Estimating	$23,789.00	$140.00	$0.00		$23,929.00
Totals	**$246,672.38**	**$830.00**	**$15,275.00**	**$0.00****	**$262,777.38**

Workplan and Fee Estimate
IDA (Idaho Falls Regional Airport) - TERMINAL EXPANSION CONCEPT STUDY

9/23/2021

Civil - Project Management

Summary by Task	(A) Labor	(B) Expenses	(C) Travel/Per Diem	(D) Special Services	(A)+(B)+(C)+(D) Amount Requested
I. Project Definition and Project Management	$7,341.96	$0.00	$0.00		$7,341.96
II. Existing Facility Inventory and Assessment	$7,017.29	$0.00	$775.00		$7,792.29
III. Demand / Capacity Analysis, Conceptual Facility Requirements /	$1,732.28	$0.00	$0.00		$1,732.28
IV. Terminal Expansion Feasibility Assessment / Recommendation	$6,062.98	$0.00	$0.00		$6,062.98
V. Preferred Terminal Expansion Concept Refinement	$866.14	$0.00	$0.00		$866.14
VI. FAA Grant Administration	$13,465.37	$0.00	$0.00		$13,465.37
Totals	**$36,486.02**	**$0.00**	**$775.00**	**$0.00**	**$37,261.02**

Whole Project Labor Summary	Total Hours	Principal in Charge $230.85	PM $182.81	PE $125.13	EIT $98.88	Admin $63.96	Title	Title	Total Cost for Labor
Labor	159	2	69	66	8	14	0	0	$23,020.65

Civil - Project Management

I. Project Definition and Project Management	Total Hours	Principal in Charge $230.85	PM $182.81	PE $125.13	EIT $98.88	Admin $63.96	Title $0.00	Title $0.00		Total Cost per Item
Project Definition / Scope of Work Development	10	2	8							$1,924.18
IFE Process	4		4							$731.24
Subconsultant Agreements	8		2	4		2				$994.06
Project Management	28		16			12				$3,692.48
	0									$0.00
Estimated Total Labor	50	2	30	4	0	14	0	0	$0.00	$7,341.96
Production Copier									$0.00	$0.00
Postage and Freight									$0.00	$0.00
Estimated Total Expenses										$0.00
Mileage										$0.00
Flight/s (0 person-trips)									$0.00	$0.00
Hotel / Food									$0.00	$0.00
Estimated Total Travel										$0.00
Total		**$461.70**	**$5,484.30**	**$500.52**	**$0.00**	**$895.44**	**$0.00**	**$0.00**	**$0.00**	**$7,341.96**

Workplan and Fee Estimate
IDA (Idaho Falls Regional Airport) - TERMINAL EXPANSION CONCEPT STUDY

9/23/2021

Civil - Project Management

II. Existing Facility Inventory and Assessment	Total Hours	Principal in Charge	PM	PE	EIT	Admin	Title	Title		Total Cost per Item
		$230.85	$182.81	$125.13	$98.88	$63.96	$0.00	$0.00		
Define affected areas of facility by functional element	3		1	2						$433.07
Collect and review existing plans and construction documents	14		2	4	8					$1,657.18
Document existing conditions	4		2	2						$615.88
Document condition and state of repair	4		2	2						$615.88
Existing demand levels and processing rates	0									$0.00
Airport, tenant, and agency interviews	24		12	12						$3,695.28
-	0									$0.00
-	0									$0.00
-	0									$0.00
Estimated Total Labor	49	0	19	22	8	0	0	0	$0.00	$7,017.29
Production Copier									$0.00	$0.00
Postage and Freight									$0.00	$0.00
Estimated Total Expenses										$0.00
Mileage									$325.00	$325.00
Flight/s (2 person-trips)									$450.00	$450.00
Hotel / Food									$0.00	$0.00
Estimated Total Travel										$775.00
Total		**$0.00**	**$3,473.39**	**$2,752.86**	**$791.04**	**$0.00**	**$0.00**	**$0.00**	**$775.00**	**$7,792.29**

Civil - Project Management

III. Demand / Capacity Analysis, Conceptual Facility Requirements / Terminal Program Development	Total Hours	Principal in Charge	PM	PE	EIT	Admin	Title	Title		Total Cost per Item
		$230.85	$182.81	$125.13	$98.88	$63.96	$0.00	$0.00		
Demand / Capacity Analysis	6		2	4						$866.14
Conceptual Level Space Program	6		2	4						$866.14
-	0									$0.00
-	0									$0.00
-	0									$0.00
Estimated Total Labor	12	0	4	8	0	0	0	0	0	$1,732.28
Production Copier									$0.00	$0.00
Postage and Freight									$0.00	$0.00
Estimated Total Expenses										$0.00
Mileage										$0.00
Flight/s (0 person-trips)									$0.00	$0.00
Hotel / Food									$0.00	$0.00
Estimated Total Travel										$0.00
Total		**$0.00**	**$731.24**	**$1,001.04**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$1,732.28**

Workplan and Fee Estimate
IDA (Idaho Falls Regional Airport) - TERMINAL EXPANSION CONCEPT STUDY

9/23/2021

Civil - Project Management

IV. Terminal Expansion Feasibility Assessment / Recommendation	Total Hours	Principal in Charge	PM	PE	EIT	Admin	Title	Title		Total Cost per Item
		$230.85	$182.81	$125.13	$98.88	$63.96	$0.00	$0.00		
Block diagram layout alternatives	6		2	4						$866.14
TSA review facilitation and FAA review meeting	6		2	4						$866.14
ROM cost coordination	0									$0.00
IT analysis and recommendation – including common use alternative	0									$0.00
Mechanical and Electrical analysis and recommendation	0									$0.00
Baggage screening and conveyance analysis and recommendation	0									$0.00
Phasing and schedule analysis	6		2	4						$866.14
Pro/con analysis of the alternatives	6		2	4						$866.14
Delivery methods	6		2	4						$866.14
Identification of preferred alternative	6		2	4						$866.14
Conceptual level review of AIP eligibility by area	6		2	4						$866.14
-	0									$0.00
-	0									$0.00
Estimated Total Labor	42	0	14	28	0	0	0	0	0	$6,062.98
Production Copier									$0.00	$0.00
Postage and Freight									$0.00	$0.00
Estimated Total Expenses										$0.00
Mileage										$0.00
Flight/s (2 person-trips)									$0.00	$0.00
Hotel / Food									$0.00	$0.00
Estimated Total Travel										$0.00
Total		**$0.00**	**$2,559.34**	**$3,503.64**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$6,062.98**

Civil - Project Management

V. Preferred Terminal Expansion Concept Refinement	Total Hours	Principal in Charge	PM	PE	EIT	Admin	Title	Title		Total Cost per Item
		$230.85	$182.81	$125.13	$98.88	$63.96	$0.00	$0.00		
Conceptual level massing diagram and conceptual image sketch	0									$0.00
ROM cost coordination	0									$0.00
Study Report Book (5 hard copies), PDF of same and PowerPoint	6		2	4						$866.14
-	0									$0.00
-	0									$0.00
-	0									$0.00
Estimated Total Labor	6	0	2	4	0	0	0	0	$0.00	$866.14
Production Copier									$0.00	$0.00
Postage and Freight									$0.00	$0.00
Estimated Total Expenses										$0.00
Mileage										$0.00
Flight/s (0 person-trips)									$0.00	$0.00
Hotel / Food									$0.00	$0.00
Estimated Total Travel										$0.00
Total		**$0.00**	**$365.62**	**$500.52**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$866.14**

Workplan and Fee Estimate
IDA (Idaho Falls Regional Airport) - TERMINAL EXPANSION CONCEPT STUDY

9/23/2021

Arch - Planning - Project Management

Summary by Task	(A) Labor	(B) Expenses	(C) Travel/Per Diem	(D) Special Services	A)+(B)+(C)+(D) Amount Requested
I. Project Definition and Project Management	$10,385.00	$60.00	$0.00		$10,445.00
II. Existing Facility Inventory and Assessment	$8,715.00	$50.00	$2,250.00		$11,015.00
III. Demand / Capacity Analysis, Conceptual Facility Requirements /	$8,180.00	$40.00	$0.00		$8,220.00
IV. Terminal Expansion Feasibility Assessment / Recommendation	$25,800.00	$150.00	$2,250.00		$28,200.00
V. Preferred Terminal Expansion Concept Refinement	$10,990.00	$70.00	$0.00		$11,060.00
Totals	**$64,070.00**	**$370.00**	**$4,500.00**	**$0.00****	**$68,940.00**

Whole Project Labor Summary	Total Hours	Principal in Charge $250.00	Sr. Planner $165.00	PM / Arch $135.00	Sr. Terminal Designer $165.00	Arch Tech. $90.00	Title	Title	Total Cost for Labor
Labor	439	41	101	100	79	118	0	0	$64,070.00

Arch - Planning - Project Management

I. Project Definition and Project Management	Total Hours	Principal in Charge $250.00	Sr. Planner $165.00	PM / Arch $135.00	Sr. Terminal Designer $165.00	Arch Tech. $90.00	Title $0.00	Title $0.00		Total Cost per Item
Project Definition / Scope of Work Development	5	5								$1,250.00
Subconsultant Agreements	60	9		51						$9,135.00
Project Management	0									$0.00
	0									$0.00
-	0									$0.00
Estimated Total Labor	65	14	0	51	0	0	0	0	$0.00	$10,385.00
Production Copier									$40.00	$40.00
Postage and Freight									$20.00	$20.00
Estimated Total Expenses										$60.00
Mileage										$0.00
Flight/s (0 person-trips)									$0.00	$0.00
Hotel / Food									$0.00	$0.00
Estimated Total Travel										$0.00
Total		**$3,500.00**	**$0.00**	**$6,885.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$60.00**	**$10,445.00**

Workplan and Fee Estimate
IDA (Idaho Falls Regional Airport) - TERMINAL EXPANSION CONCEPT STUDY

9/23/2021

Arch - Planning - Project Management

II. Existing Facility Inventory and Assessment	Total Hours	Principal in Charge	Sr. Planner	PM / Arch	Sr. Terminal Designer	Arch Tech.	Title	Title		Total Cost per Item
		$250.00	$165.00	$135.00	$165.00	$90.00	$0.00	$0.00		
Define affected areas of facility by functional element	13	1	6			6				$1,780.00
Collect and review existing plans and construction documents	11	1		5		5				$1,375.00
Document existing conditions	2	2								$500.00
Document condition and state of repair	2	2								$500.00
Existing demand levels and processing rates	12		12							$1,980.00
Airport, tenant, and agency interviews	15	3	5	5	2					$2,580.00
-	0									$0.00
-	0									$0.00
-	0									$0.00
Estimated Total Labor	55	9	23	10	2	11	0	0	$0.00	$8,715.00
Production Copier									$40.00	$40.00
Postage and Freight									$10.00	$10.00
Estimated Total Expenses										$50.00
Mileage										$0.00
Flight/s (2 person-trips)									$1,800.00	$1,800.00
Hotel / Food									$450.00	$450.00
Estimated Total Travel										$2,250.00
Total		**$2,250.00**	**$3,795.00**	**$1,350.00**	**$330.00**	**$990.00**	**$0.00**	**$0.00**	**$2,300.00**	**$11,015.00**

Arch - Planning - Project Management

III. Demand / Capacity Analysis, Conceptual Facility Requirements / Terminal Program Development	Total Hours	Principal in Charge	Sr. Planner	PM / Arch	Sr. Terminal Designer	Arch Tech.	Title	Title		Total Cost per Item
		$250.00	$165.00	$135.00	$165.00	$90.00	$0.00	$0.00		
Demand / Capacity Analysis	26	1	18	2	2	3				$4,090.00
Conceptual Level Space Program	26	1	18	2	2	3				$4,090.00
-	0									$0.00
-	0									$0.00
-	0									$0.00
Estimated Total Labor	52	2	36	4	4	6	0	0	0	$8,180.00
Production Copier									$30.00	$30.00
Postage and Freight									$10.00	$10.00
Estimated Total Expenses										$40.00
Mileage										$0.00
Flight/s (0 person-trips)									$0.00	$0.00
Hotel / Food									$0.00	$0.00
Estimated Total Travel										$0.00
Total		**$500.00**	**$5,940.00**	**$540.00**	**$660.00**	**$540.00**	**$0.00**	**$0.00**	**$40.00**	**$8,220.00**

Workplan and Fee Estimate
IDA (Idaho Falls Regional Airport) - TERMINAL EXPANSION CONCEPT STUDY

9/23/2021

Arch - Planning - Project Management

IV. Terminal Expansion Feasibility Assessment / Recommendation	Total Hours	Principal in Charge	Sr. Planner	PM / Arch	Sr. Terminal Designer	Arch Tech.	Title	Title		Total Cost per Item
		$250.00	$165.00	$135.00	$165.00	$90.00	$0.00	$0.00		
Block diagram layout alternatives	77	5	9	3	30	30				$10,790.00
TSA review facilitation and FAA review meeting	23	2	9	9	3					$3,695.00
ROM cost coordination	3			1	1	1				$390.00
IT analysis and recommendation – including common use alternative	0									$0.00
Mechanical and Electrical analysis and recommendation	0									$0.00
Baggage screening and conveyance analysis and recommendation	21		9		6	6				$3,015.00
Phasing and schedule analysis	13	1	0	6	1	5				$1,675.00
Pro/con analysis of the alternatives	9	1	3	3	2					$1,480.00
Delivery methods	7	2		3	2					$1,235.00
Identification of preferred alternative	8	1	3	2	2					$1,345.00
Conceptual level review of AIP eligibility by area	19		5	2		12				$2,175.00
-	0									$0.00
-	0									$0.00
Estimated Total Labor	180	12	38	29	47	54	0	0	0	$25,800.00
Production Copier									$110.00	$110.00
Postage and Freight									$40.00	$40.00
Estimated Total Expenses										$150.00
Mileage										$0.00
Flight/s (2 person-trips)									$1,800.00	$1,800.00
Hotel / Food									$450.00	$450.00
Estimated Total Travel										$2,250.00
Total		**$3,000.00**	**$6,270.00**	**$3,915.00**	**$7,755.00**	**$4,860.00**	**$0.00**	**$0.00**	**$2,400.00**	**$28,200.00**

Arch - Planning - Project Management

V. Preferred Terminal Expansion Concept Refinement	Total Hours	Principal in Charge	Sr. Planner	PM / Arch	Sr. Terminal Designer	Arch Tech.	Title	Title		Total Cost per Item
		$250.00	$165.00	$135.00	$165.00	$90.00	$0.00	$0.00		
Conceptual level massing diagram and conceptual image sketch	52	2	2	2	23	23				$6,965.00
ROM cost coordination	3			1	1	1				$390.00
Study Report Book (5 hard copies), PDF of same and PowerPoint	32	2	2	3	2	23				$3,635.00
-	0									$0.00
-	0									$0.00
-	0									$0.00
Estimated Total Labor	87	4	4	6	26	47	0	0	$0.00	$10,990.00
Production Copier									$50.00	$50.00
Postage and Freight									$20.00	$20.00
Estimated Total Expenses										$70.00
Mileage										$0.00
Flight/s (0 person-trips)									$0.00	$0.00
Hotel / Food									$0.00	$0.00
Estimated Total Travel										$0.00
Total		**$1,000.00**	**$660.00**	**$810.00**	**$4,290.00**	**$4,230.00**	**$0.00**	**$0.00**	**$70.00**	**$11,060.00**

Workplan and Fee Estimate
IDA (Idaho Falls Regional Airport) - TERMINAL EXPANSION CONCEPT STUDY

9/23/2021

Structural

Summary by Task	(A) Labor	(B) Expenses	(C) Travel/Per Diem	(D) Special Services	A)+(B)+(C)+(D) Amount Requested
I. Project Definition and Project Management	$524.40	$0.00	$0.00		$524.40
II. Existing Facility Inventory and Assessment	$6,673.92	$0.00	$550.00		$7,223.92
III. Demand / Capacity Analysis, Conceptual Facility Requirements /	$1,525.44	$0.00	$0.00		$1,525.44
IV. Terminal Expansion Feasibility Assessment / Recommendation	$3,813.60	$0.00	$0.00		$3,813.60
V. Preferred Terminal Expansion Concept Refinement	$0.00	$0.00	$0.00		$0.00
Totals	**$12,537.36**	**$0.00**	**$550.00**	**$0.00****	**$13,087.36**

Whole Project Labor Summary	Total Hours	Principal in Charge $230.85	PM $131.10	PE $125.13	EIT $98.88	Admin	Title	Title	Total Cost for Labor
Labor	98	0	46	52	0	0	0	0	$12,537.36

Structural

I. Project Definition and Project Management	Total Hours	Principal in Charge $230.85	PM $131.10	PE $125.13	EIT $98.88	Admin $0.00	Title $0.00	Title $0.00		Total Cost per Item
Project Definition / Scope of Work Development	4		4							$524.40
Project Management	0									$0.00
-	0									$0.00
-	0									$0.00
-	0									$0.00
Estimated Total Labor	4	0	4	0	0	0	0	0	$0.00	$524.40
Production Copier									$0.00	$0.00
Postage and Freight									$0.00	$0.00
Estimated Total Expenses										$0.00
Mileage										$0.00
Flight/s (0 person-trips)									$0.00	$0.00
Hotel / Food									$0.00	$0.00
Estimated Total Travel										$0.00
Total		**$0.00**	**$524.40**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$524.40**

Workplan and Fee Estimate
IDA (Idaho Falls Regional Airport) - TERMINAL EXPANSION CONCEPT STUDY

9/23/2021

Structural

II. Existing Facility Inventory and Assessment	Total Hours	Principal in Charge	PM	PE	EIT	Admin	Title	Title		Total Cost per Item
		$230.85	$131.10	$125.13	$98.88	$0.00	$0.00	$0.00		
Define affected areas of facility by functional element	12		4	8						$1,525.44
Collect and review existing plans and construction documents	6		2	4						$762.72
Document existing conditions	12		4	8						$1,525.44
Document condition and state of repair	6		2	4						$762.72
Existing demand levels and processing rates	0									$0.00
Airport, tenant, and agency interviews	16		16							$2,097.60
-	0									$0.00
-	0									$0.00
-	0									$0.00
Estimated Total Labor	52	0	28	24	0	0	0	0	$0.00	$6,673.92
Production Copier									$0.00	$0.00
Postage and Freight									$0.00	$0.00
Estimated Total Expenses										$0.00
Mileage									$325.00	$325.00
Flight/s (2 person-trips)									$225.00	$225.00
Hotel / Food									$0.00	$0.00
Estimated Total Travel										$550.00
Total		**$0.00**	**$3,670.80**	**$3,003.12**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$550.00**	**$7,223.92**

Structural

III. Demand / Capacity Analysis, Conceptual Facility Requirements / Terminal Program Development	Total Hours	Principal in Charge	PM	PE	EIT	Admin	Title	Title		Total Cost per Item
		$230.85	$131.10	$125.13	$98.88	$0.00	$0.00	$0.00		
Demand / Capacity Analysis	0									$0.00
Conceptual Level Space Program	12		4	8						$1,525.44
-	0									$0.00
-	0									$0.00
-	0									$0.00
Estimated Total Labor	12	0	4	8	0	0	0	0	0	$1,525.44
Production Copier									$0.00	$0.00
Postage and Freight									$0.00	$0.00
Estimated Total Expenses										$0.00
Mileage										$0.00
Flight/s (0 person-trips)									$0.00	$0.00
Hotel / Food									$0.00	$0.00
Estimated Total Travel										$0.00
Total		**$0.00**	**$524.40**	**$1,001.04**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$1,525.44**

Workplan and Fee Estimate
IDA (Idaho Falls Regional Airport) - TERMINAL EXPANSION CONCEPT STUDY

9/23/2021

Structural

IV. Terminal Expansion Feasibility Assessment / Recommendation	Total Hours	Principal in Charge	PM	PE	EIT	Admin	Title	Title		Total Cost per Item
		$230.85	$131.10	$125.13	$98.88	$0.00	$0.00	$0.00		
Block diagram layout alternatives	12		4	8						$1,525.44
TSA review facilitation and FAA review meeting	0									$0.00
ROM cost coordination	0									$0.00
IT analysis and recommendation – including common use alternative	0									$0.00
Mechanical and Electrical analysis and recommendation	0									$0.00
Baggage screening and conveyance analysis and recommendation	0									$0.00
Phasing and schedule analysis	6		2	4						$762.72
Pro/con analysis of the alternatives	6		2	4						$762.72
Delivery methods	0									$0.00
Identification of preferred alternative	6		2	4						$762.72
Conceptual level review of AIP eligibility by area	0									$0.00
-	0									$0.00
-	0									$0.00
Estimated Total Labor	30	0	10	20	0	0	0	0	0	$3,813.60
Production Copier									$0.00	$0.00
Postage and Freight									$0.00	$0.00
Estimated Total Expenses										$0.00
Mileage										$0.00
Flight/s (2 person-trips)									$0.00	$0.00
Hotel / Food									$0.00	$0.00
Estimated Total Travel										$0.00
Total		**$0.00**	**$1,311.00**	**$2,502.60**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$3,813.60**

Structural

V. Preferred Terminal Expansion Concept Refinement	Total Hours	Principal in Charge	PM	PE	EIT	Admin	Title	Title		Total Cost per Item
		$230.85	$131.10	$125.13	$98.88	$0.00	$0.00	$0.00		
Conceptual level massing diagram and conceptual image sketch	0									$0.00
ROM cost coordination	0									$0.00
Study Report Book (5 hard copies), PDF of same and PowerPoint	0									$0.00
-	0									$0.00
-	0									$0.00
-	0									$0.00
Estimated Total Labor	0	0	0	0	0	0	0	0	$0.00	$0.00
Production Copier									$0.00	$0.00
Postage and Freight									$0.00	$0.00
Estimated Total Expenses										$0.00
Mileage										$0.00
Flight/s (0 person-trips)									$0.00	$0.00
Hotel / Food									$0.00	$0.00
Estimated Total Travel										$0.00
Total		**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**

Workplan and Fee Estimate

IDA (Idaho Falls Regional Airport) - TERMINAL EXPANSION CONCEPT STUDY

9/23/2021

BHS

Summary by Task	(A) Labor	(B) Expenses	(C) Travel/Per Diem	(D) Special Services	A)+(B)+(C)+(D) Amount Requested
I. Project Definition and Management	$8,200.00	$0.00	$0.00		$8,200.00
II. Existing Facility Inventory and Assessment	$8,260.00	$0.00	$2,700.00		$10,960.00
III. Demand / Capacity Analysis, Conceptual Facility Requirements /	$4,565.00	$0.00	$0.00		$4,565.00
IV. Terminal Expansion Feasibility Assessment / Recommendation	$18,515.00	$0.00	$0.00		$18,515.00
V. Preferred Terminal Expansion Concept Refinement	$13,585.00	$0.00	$0.00		$13,585.00
Totals	**$53,125.00**	**$0.00**	**$2,700.00**	**$0.00**	**$55,825.00**

Whole Project Labor Summary	Total Hours	Sr. VP	Director	Sr. Eng	Proj. Eng.	Eng. II	CAD	PM	PA	Total Cost for Labor
Labor	424	18	20	4	137	149	26	45	25	$53,125.00

Percent of Total

BHS

I. Project Definition and Management	Total Hours	Sr. VP $200.00	Director $180.00	Sr. Eng $160.00	Proj. Eng. $140.00	Eng. II $120.00	CAD $100.00	PM $130.00	PA $95.00		Total Cost per Item
Project Definition / Scope of Work Development / Criteria Document	26	6			8			12			$3,880.00
Project Management	30	6						24			$4,320.00
-	0										$0.00
-	0										$0.00
-	0										$0.00
Estimated Total Labor	56	12	0	0	8	0	0	36	0	$0.00	$8,200.00
Production Copier										$0.00	$0.00
Postage and Freight										$0.00	$0.00
Estimated Total Expenses											$0.00
Mileage											$0.00
Flight/s (0 person-trips)										$0.00	$0.00
Hotel / Food										$0.00	$0.00
Estimated Total Travel											$0.00
Total		**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$8,200.00**

BHS

II. Existing Facility Inventory and Assessment	Total Hours	Sr. VP	Director	Sr. Eng	Proj. Eng.	Eng. II	CAD	PM	PA		Total Cost per Item
		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00		
Define affected areas of facility by functional element	0										$0.00
Collect and review existing plans and construction documents	16				6	6			4		$1,940.00
Document existing conditions (incldues site visit)	40				20	20					$5,200.00
Document condition and state of repair	8	1	1	1	1	1		1	2		$1,120.00
Existing demand levels and processing rates	0										$0.00
Airport, tenant, and agency interviews	0										$0.00
-	0										$0.00
-	0										$0.00
-	0										$0.00
Estimated Total Labor	64	1	1	1	27	27	0	1	6	$0.00	$8,260.00
Production Copier										$0.00	$0.00
Postage and Freight										$0.00	$0.00
Estimated Total Expenses											$0.00
Mileage											$0.00
Flight/s (2 person-trips)										$1,800.00	$1,800.00
Hotel / Food										$900.00	$900.00
Estimated Total Travel											$2,700.00
Total		**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$2,700.00**	**$10,960.00**

BHS

III. Demand / Capacity Analysis, Conceptual Facility Requirements / Terminal Program Development	Total Hours	Sr. VP	Director	Sr. Eng	Proj. Eng.	Eng. II	CAD	PM	PA		Total Cost per Item
		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00		
Demand / Capacity Analysis	35	1	1	1	10	20		1	1		$4,565.00
Conceptual Level Space Program	0										$0.00
-	0										$0.00
-	0										$0.00
-	0										$0.00
Estimated Total Labor	35	1	1	1	10	20	0	1	1	0	$4,565.00
Production Copier										$0.00	$0.00
Postage and Freight										$0.00	$0.00
Estimated Total Expenses											$0.00
Mileage											$0.00
Flight/s (0 person-trips)										$0.00	$0.00
Hotel / Food										$0.00	$0.00
Estimated Total Travel											$0.00
Total		**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$4,565.00**

BHS

IV. Terminal Expansion Feasibility Assessment / Recommendation	Total Hours	Sr. VP	Director	Sr. Eng	Proj. Eng.	Eng. II	CAD	PM	PA		Total Cost per Item
		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00		
Block diagram layout alternatives	26				8	14	4				$2,800.00
TSA review facilitation	4				2			2			$540.00
Provide ROM costs for alternatives	16				8	8					$2,080.00
IT analysis and recommendation – including common use alternative	0										$0.00
Mechanical and Electrical analysis and recommendation	0										$0.00
Baggage screening and conveyance analysis and recommendation	40				12	22			6		$4,890.00
Phasing and schedule analysis	18		6		6	6					$2,640.00
Pro/con analysis of the alternatives	39	3	4	1	20	4		4	3		$5,565.00
Delivery methods	0										$0.00
Identification of preferred alternative	0										$0.00
-	0										$0.00
-	0										$0.00
-	0										$0.00
Estimated Total Labor	143	3	10	1	56	54	4	6	9	0	$18,515.00
Production Copier										$0.00	$0.00
Postage and Freight										$0.00	$0.00
Estimated Total Expenses											$0.00
Mileage											$0.00
Flight/s (0 person-trips)										$0.00	$0.00
Hotel / Food										$0.00	$0.00
Estimated Total Travel											$0.00
Total		**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$18,515.00**

BHS

V. Preferred Terminal Expansion Concept Refinement	Total Hours	Sr. VP	Director	Sr. Eng	Proj. Eng.	Eng. II	CAD	PM	PA		Total Cost per Item
		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00		
Conceptual level massing diagram and conceptual image sketch (SD Pkg)	64		4		8	30	22				$5,440.00
Project Management	0										$0.00
Provide refined ROM costs for preferred alternative	27		3		8	16					$3,580.00
Study Report Book (5 hard copies), PDF of same and PowerPoint	35	1	1	1	20	2		1	9		$4,565.00
-	0										$0.00
-	0										$0.00
Estimated Total Labor	126	1	8	1	36	48	22	1	9	$0.00	$13,585.00
Production Copier										$0.00	$0.00
Postage and Freight										$0.00	$0.00
Estimated Total Expenses											$0.00
Mileage											$0.00
Flight/s (0 person-trips)										$0.00	$0.00
Hotel / Food										$0.00	$0.00
Estimated Total Travel											$0.00
Total		**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$13,585.00**

Workplan and Fee Estimate

IDA (Idaho Falls Regional Airport) - TERMINAL EXPANSION CONCEPT STUDY

9/23/2021

MEP

Summary by Task	(A) Labor	(B) Expenses	(C) Travel/Per Diem	(D) Special Services	A)+(B)+(C)+(D) Amount Requested
I. Project Definition and Management	$0.00	$0.00	$0.00		$0.00
II. Existing Facility Inventory and Assessment	$11,480.00	$70.00	$2,250.00		$13,800.00
III. Demand / Capacity Analysis, Conceptual Facility Requirements /	$3,110.00	$10.00	$0.00		$3,120.00
IV. Terminal Expansion Feasibility Assessment / Recommendation	$14,010.00	$80.00	$0.00		$14,090.00
V. Preferred Terminal Expansion Concept Refinement	$5,890.00	$30.00	$1,125.00		$7,045.00
Totals	**$34,490.00**	**$190.00**	**$3,375.00**	**$0.00**	**$38,055.00**

Whole Project Labor Summary	Total Hours	Principal $250.00	Project Manager $235.00	Lead Designer $160.00	Staff Designer $125.00	Project Specialist $165.00	Title $100.00	Title $100.00	Total Cost for Labor
Labor	218	4	18	136	60	0	0	0	$34,490.00

MEP

I. Project Definition and Management	Total Hours	Principal $250.00	Project Manager $235.00	Lead Designer $160.00	Staff Designer $125.00	Project Specialist $165.00	Title $100.00	Title $100.00		Total Cost per Item
Project Definition / Scope of Work Development	0									$0.00
Project Management	0									$0.00
-	0									$0.00
-	0									$0.00
-	0									$0.00
Estimated Total Labor	0	0	0	0	0	0	0	0	$0.00	$0.00
Production Copier									$0.00	$0.00
Postage and Freight									$0.00	$0.00
Estimated Total Expenses										$0.00
Mileage										$0.00
Flight/s (0 person-trips)									$0.00	$0.00
Hotel / Food									$0.00	$0.00
Estimated Total Travel										$0.00
Total		**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**

MEP

II. Existing Facility Inventory and Assessment	Total Hours	Principal	Project Manager	Lead Designer	Staff Designer	Project Specialist	Title	Title		Total Cost per Item
		$250.00	$235.00	$160.00	$125.00	$165.00	$100.00	$100.00		
Define affected areas of facility by functional element	0									$0.00
Collect and review existing plans and construction documents	8			8						$1,280.00
Document existing conditions	28			4	24					$3,640.00
Document condition and state of repair	0									$0.00
Existing demand levels and processing rates	0									$0.00
Airport, tenant, and agency interviews	0									$0.00
Assess existing facility infrastructure, upgrades needed and assessment	38	2	4	32						$6,560.00
-	0									$0.00
-	0									$0.00
Estimated Total Labor	74	2	4	44	24	0	0	0	$0.00	$11,480.00
Production Copier									$50.00	$50.00
Postage and Freight									$20.00	$20.00
Estimated Total Expenses										$70.00
Mileage										$0.00
Flight/s (2 person-trips)									$1,800.00	$1,800.00
Hotel / Food									$450.00	$450.00
Estimated Total Travel										$2,250.00
Total		**$500.00**	**$940.00**	**$7,040.00**	**$3,000.00**	**$0.00**	**$0.00**	**$0.00**	**$2,320.00**	**$13,800.00**

MEP

III. Demand / Capacity Analysis, Conceptual Facility Requirements / Terminal Program Development	Total Hours	Principal	Project Manager	Lead Designer	Staff Designer	Project Specialist	Title	Title		Total Cost per Item
		$250.00	$235.00	$160.00	$125.00	$165.00	$100.00	$100.00		
Demand / Capacity Analysis	0									$0.00
Conceptual Level Space Program	22		2	4	16					$3,110.00
-	0									$0.00
-	0									$0.00
-	0									$0.00
Estimated Total Labor	22	0	2	4	16	0	0	0	0	$3,110.00
Production Copier									$10.00	$10.00
Postage and Freight									$0.00	$0.00
Estimated Total Expenses										$10.00
Mileage										$0.00
Flight/s (0 person-trips)									$0.00	$0.00
Hotel / Food									$0.00	$0.00
Estimated Total Travel										$0.00
Total		**$0.00**	**$470.00**	**$640.00**	**$2,000.00**	**$0.00**	**$0.00**	**$0.00**	**$10.00**	**$3,120.00**

MEP

IV. Terminal Expansion Feasibility Assessment / Recommendation	Total Hours	Principal $250.00	Project Manager $235.00	Lead Designer $160.00	Staff Designer $125.00	Project Specialist $165.00	Title $100.00	Title $100.00		Total Cost per Item
Block diagram layout alternatives	18		2	16						$3,030.00
TSA review facilitation	0									$0.00
Provide ROM costs for alternatives	4			4						$640.00
IT analysis and recommendation – including common use alternative	0									$0.00
Mechanical and Electrical analysis and recommendation	66	2	4	40	20					$10,340.00
Baggage screening and conveyance analysis and recommendation	0									$0.00
Phasing and schedule analysis	0									$0.00
Pro/con analysis of the alternatives	0									$0.00
Delivery methods	0									$0.00
Identification of preferred alternative	0									$0.00
-	0									$0.00
-	0									$0.00
-	0									$0.00
Estimated Total Labor	88	2	6	60	20	0	0	0	0	$14,010.00
Production Copier									$60.00	$60.00
Postage and Freight									$20.00	$20.00
Estimated Total Expenses										$80.00
Mileage										$0.00
Flight/s (0 person-trips)									$0.00	$0.00
Hotel / Food									$0.00	$0.00
Estimated Total Travel										$0.00
Total		**$500.00**	**$1,410.00**	**$9,600.00**	**$2,500.00**	**$0.00**	**$0.00**	**$0.00**	**$80.00**	**$14,090.00**

MEP

V. Preferred Terminal Expansion Concept Refinement	Total Hours	Principal $250.00	Project Manager $235.00	Lead Designer $160.00	Staff Designer $125.00	Project Specialist $165.00	Title $100.00	Title $100.00		Total Cost per Item
Conceptual level massing diagram and conceptual image sketch	0									$0.00
Project Management	0									$0.00
Provide refined ROM costs for preferred alternative	4			4						$640.00
Study Report Book (5 hard copies), PDF of same and PowerPoint	30		6	24						$5,250.00
-	0									$0.00
-	0									$0.00
Estimated Total Labor	34	0	6	28	0	0	0	0	$0.00	$5,890.00
Production Copier									$20.00	$20.00
Postage and Freight									$10.00	$10.00
Estimated Total Expenses									$0.00	$30.00
Mileage										$0.00
Flight/s (1 person-trips)									$900.00	$900.00
Hotel / Food									$225.00	$225.00
Estimated Total Travel										$1,125.00
Total		**$0.00**	**$1,410.00**	**$4,480.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$1,155.00**	**$7,045.00**

Workplan and Fee Estimate
IDA (Idaho Falls Regional Airport) - TERMINAL EXPANSION CONCEPT STUDY

9/23/2021

IT - Security

Summary by Task	(A) Labor	(B) Expenses	(C) Travel/Per Diem	(D) Special Services	A)+(B)+(C)+(D) Amount Requested
I. Project Definition and Management	$765.00	$0.00	$0.00		$765.00
II. Existing Facility Inventory and Assessment	$9,990.00	$60.00	$2,250.00		$12,300.00
III. Demand / Capacity Analysis, Conceptual Facility Requirements /	$0.00	$0.00	$0.00		$0.00
IV. Terminal Expansion Feasibility Assessment / Recommendation	$7,770.00	$40.00	$0.00		$7,810.00
V. Preferred Terminal Expansion Concept Refinement	$3,650.00	$30.00	$1,125.00		$4,805.00
Totals	**$22,175.00**	**$130.00**	**$3,375.00**	**$0.00**	**$25,680.00**

Whole Project Labor Summary	Total Hours	PIC $225.00	PM $180.00	Airport SME $190.00	IT System Designer $140.00	Network/Infrustructure SME $125.00	Designer $90.00	Project Support $80.00	Total Cost for Labor
Labor	151	3	30	34	28	22	25	9	$22,175.00

IT - Security

I. Project Definition and Management	Total Hours	PIC $225.00	PM $180.00	Airport SME $190.00	IT System Designer $140.00	Network/Infrustructure SME $125.00	Designer $90.00	Project Support $80.00		Total Cost per Item
Project Definition / Scope of Work Development	4	1	3							$765.00
Project Management	0									$0.00
-	0									$0.00
-	0									$0.00
-	0									$0.00
Estimated Total Labor	4	1	3	0	0	0	0	0	$0.00	$765.00
Production Copier									$0.00	$0.00
Postage and Freight									$0.00	$0.00
Estimated Total Expenses										$0.00
Mileage										$0.00
Flight/s (0 person-trips)									$0.00	$0.00
Hotel / Food									$0.00	$0.00
Estimated Total Travel										$0.00
Total		**$225.00**	**$540.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$765.00**

IT - Security

II. Existing Facility Inventory and Assessment	Total Hours	PIC	PM	Airport SME	IT System Designer	Network/Infrastructure SME	Designer	Project Support		Total Cost per Item
		$225.00	$180.00	$190.00	$140.00	$125.00	$90.00	$80.00		
Define affected areas of facility by functional element	0									$0.00
Collect and review existing plans and construction documents	16		3	5	5	3				$2,565.00
Document existing conditions	30		3	5	5	3	11	3		$3,795.00
Document condition and state of repair	3			1	1	1				$455.00
Existing demand levels and processing rates	0			0						$0.00
Airport, tenant, and agency interviews	20		5	5	5	5				$3,175.00
-	0									$0.00
-	0									$0.00
-	0									$0.00
Estimated Total Labor	69	0	11	16	16	12	11	3	$0.00	$9,990.00
Production Copier									$40.00	$40.00
Postage and Freight									$20.00	$20.00
Estimated Total Expenses										$60.00
Mileage										$0.00
Flight/s (2 person-trips)									$1,800.00	$1,800.00
Hotel / Food									$450.00	$450.00
Estimated Total Travel										$2,250.00
Total		**$0.00**	**$1,980.00**	**$3,040.00**	**$2,240.00**	**$1,500.00**	**$990.00**	**$240.00**	**$2,310.00**	**$12,300.00**

IT - Security

III. Demand / Capacity Analysis, Conceptual Facility Requirements / Terminal Program Development	Total Hours	PIC	PM	Airport SME	IT System Designer	Network/Infrastructure SME	Designer	Project Support		Total Cost per Item
		$225.00	$180.00	$190.00	$140.00	$125.00	$90.00	$80.00		
Demand / Capacity Analysis	0									$0.00
Conceptual Level Space Program	0									$0.00
-	0									$0.00
-	0									$0.00
-	0									$0.00
Estimated Total Labor	0	0	0	0	0	0	0	0	0	$0.00
Production Copier									$0.00	$0.00
Postage and Freight									$0.00	$0.00
Estimated Total Expenses										$0.00
Mileage										$0.00
Flight/s (0 person-trips)									$0.00	$0.00
Hotel / Food									$0.00	$0.00
Estimated Total Travel										$0.00
Total		**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**

IT - Security

IV. Terminal Expansion Feasibility Assessment / Recommendation	Total Hours	PIC	PM	Airport SME	IT System Designer	Network/Infrustructure SME	Designer	Project Support		Total Cost per Item
		$225.00	$180.00	$190.00	$140.00	$125.00	$90.00	$80.00		
Block diagram layout alternatives	0									$0.00
TSA review facilitation	0									$0.00
Provide ROM costs for alternatives	10		1	3	3	3				$1,545.00
IT analysis and recommendation – including common use alternative	39	1	1	11	5	5	13	3		$5,230.00
Mechanical and Electrical analysis and recommendation	0									$0.00
Baggage screening and conveyance analysis and recommendation	0									$0.00
Phasing and schedule analysis	0									$0.00
Pro/con analysis of the alternatives	1		1							$180.00
Delivery methods	1		1							$180.00
Identification of preferred alternative	4		1	1	1	1				$635.00
-	0									$0.00
-	0									$0.00
-	0									$0.00
Estimated Total Labor	55	1	5	15	9	9	13	3	0	$7,770.00
Production Copier									$30.00	$30.00
Postage and Freight									$10.00	$10.00
Estimated Total Expenses										$40.00
Mileage										$0.00
Flight/s (0 person-trips)									$0.00	$0.00
Hotel / Food									$0.00	$0.00
Estimated Total Travel										$0.00
Total		**$225.00**	**$900.00**	**$2,850.00**	**$1,260.00**	**$1,125.00**	**$1,170.00**	**$240.00**	**$40.00**	**$7,810.00**

IT - Security

V. Preferred Terminal Expansion Concept Refinement	Total Hours	PIC	PM	Airport SME	IT System Designer	Network/Infrustructure SME	Designer	Project Support		Total Cost per Item
		$225.00	$180.00	$190.00	$140.00	$125.00	$90.00	$80.00		
Conceptual level massing diagram and conceptual image sketch	0									$0.00
Project Management	0									$0.00
Provide refined ROM costs for preferred alternative	0									$0.00
Study Report Book (5 hard copies), PDF of same and PowerPoint	23	1	11	3	3	1	1	3		$3,650.00
-	0									$0.00
-	0									$0.00
Estimated Total Labor	23	1	11	3	3	1	1	3	$0.00	$3,650.00
Production Copier									$20.00	$20.00
Postage and Freight									$10.00	$10.00
Estimated Total Expenses										$30.00
Mileage										$0.00
Flight/s (1 person-trips)			1						$900.00	$900.00
Hotel / Food			1						$225.00	$225.00
Estimated Total Travel										$1,125.00
Total		**$225.00**	**$1,980.00**	**$570.00**	**$420.00**	**$125.00**	**$90.00**	**$240.00**	**$1,155.00**	**$4,805.00**

Workplan and Fee Estimate
IDA (Idaho Falls Regional Airport) - TERMINAL EXPANSION CONCEPT STUDY

9/23/2021

Cost Estimating

Summary by Task	(A) Labor	(B) Expenses	(C) Travel/Per Diem	(D) Special Services	(A)+(B)+(C)+(D) Amount Requested
I. Project Definition and Management	$0.00	$0.00	$0.00		$0.00
II. Existing Facility Inventory and Assessment	$0.00	$0.00	$0.00		$0.00
III. Demand / Capacity Analysis, Conceptual Facility Requirements /	$0.00	$0.00	$0.00		$0.00
IV. Terminal Expansion Feasibility Assessment / Recommendation	$14,289.00	$80.00	$0.00		$14,369.00
V. Preferred Terminal Expansion Concept Refinement	$9,500.00	$60.00	$0.00		$9,560.00
Totals	**$23,789.00**	**$140.00**	**$0.00**	**$0.00****	**$23,929.00**

Whole Project Labor Summary	Total Hours	Principal $319.00	Director $234.00	Chief Est. $212.00	Senior Elect. Est. $181.00	Senior Mech Est. $182.00	Arch. Est. $114.00	Admin $92.00	Total Cost for Labor
Labor	145	1	4	37	22	22	58	1	$23,789.00

Cost Estimating

I. Project Definition and Management	Total Hours	Principal $319.00	Director $234.00	Chief Est. $212.00	Senior Elect. Est. $181.00	Senior Mech Est. $182.00	Arch. Est. $114.00	Admin $92.00		Total Cost per Item
Project Definition / Scope of Work Development	0									$0.00
Project Management	0									$0.00
-	0									$0.00
-	0									$0.00
-	0									$0.00
Estimated Total Labor	0	0	0	0	0	0	0	0	$0.00	$0.00
Production Copier									$0.00	$0.00
Postage and Freight									$0.00	$0.00
Estimated Total Expenses										$0.00
Mileage										$0.00
Flight/s (0 person-trips)									$0.00	$0.00
Hotel / Food									$0.00	$0.00
Estimated Total Travel										$0.00
Total		**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**

Cost Estimating

II. Existing Facility Inventory and Assessment	Total Hours	Principal	Director	Chief Est.	Senior Elect. Est.	Senior Mech Est.	Arch. Est.	Admin		Total Cost per Item
		$319.00	$234.00	$212.00	$181.00	$182.00	$114.00	$92.00		
Define affected areas of facility by functional element	0									$0.00
Collect and review existing plans and construction documents	0									$0.00
Document existing conditions	0									$0.00
Document condition and state of repair	0									$0.00
Existing demand levels and processing rates	0									$0.00
Airport, tenant, and agency interviews	0									$0.00
-	0									$0.00
-	0									$0.00
-	0									$0.00
Estimated Total Labor	0	0	0	0	0	0	0	0	$0.00	$0.00
Production Copier									$0.00	$0.00
Postage and Freight									$0.00	$0.00
Estimated Total Expenses										$0.00
Mileage										$0.00
Flight/s (0 person-trips)									$0.00	$0.00
Hotel / Food									$0.00	$0.00
Estimated Total Travel										$0.00
Total		**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**

Cost Estimating

III. Demand / Capacity Analysis, Conceptual Facility Requirements / Terminal Program Development	Total Hours	Principal	Director	Chief Est.	Senior Elect. Est.	Senior Mech Est.	Arch. Est.	Admin		Total Cost per Item
		$319.00	$234.00	$212.00	$181.00	$182.00	$114.00	$92.00		
Demand / Capacity Analysis	0									$0.00
Conceptual Level Space Program	0									$0.00
-	0									$0.00
-	0									$0.00
-	0									$0.00
Estimated Total Labor	0	0	0	0	0	0	0	0	0	$0.00
Production Copier									$0.00	$0.00
Postage and Freight									$0.00	$0.00
Estimated Total Expenses										$0.00
Mileage										$0.00
Flight/s (0 person-trips)									$0.00	$0.00
Hotel / Food									$0.00	$0.00
Estimated Total Travel										$0.00
Total		**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**

Cost Estimating

IV. Terminal Expansion Feasibility Assessment / Recommendation	Total Hours	Principal $319.00	Director $234.00	Chief Est. $212.00	Senior Elect. Est. $181.00	Senior Mech Est. $182.00	Arch. Est. $114.00	Admin $92.00		Total Cost per Item
Block diagram layout alternatives	0									$0.00
TSA review facilitation	0									$0.00
Provide ROM costs for 2 of the 3 alternatives	87	1	2	21	14	14	34	1		$14,289.00
IT analysis and recommendation – including common use alternative	0									$0.00
Mechanical and Electrical analysis and recommendation	0									$0.00
Baggage screening and conveyance analysis and recommendation	0									$0.00
Phasing and schedule analysis	0									$0.00
Pro/con analysis of the alternatives	0									$0.00
Delivery methods	0									$0.00
Identification of preferred alternative	0									$0.00
-	0									$0.00
-	0									$0.00
-	0									$0.00
Estimated Total Labor	87	1	2	21	14	14	34	1	0	$14,289.00
Production Copier									$60.00	$60.00
Postage and Freight									$20.00	$20.00
Estimated Total Expenses										$80.00
Mileage										$0.00
Flight/s (0 person-trips)									$0.00	$0.00
Hotel / Food									$0.00	$0.00
Estimated Total Travel										$0.00
Total		**$319.00**	**$468.00**	**$4,452.00**	**$2,534.00**	**$2,548.00**	**$3,876.00**	**$92.00**	**$80.00**	**$14,369.00**

Cost Estimating

V. Preferred Terminal Expansion Concept Refinement	Total Hours	Principal $319.00	Director $234.00	Chief Est. $212.00	Senior Elect. Est. $181.00	Senior Mech Est. $182.00	Arch. Est. $114.00	Admin $92.00		Total Cost per Item
Conceptual level massing diagram and conceptual image sketch	0									$0.00
Project Management	0									$0.00
Provide refined ROM costs for preferred alternative	58		2	16	8	8	24			$9,500.00
Study Report Book (5 hard copies), PDF of same and PowerPoint	0									$0.00
-	0									$0.00
-	0									$0.00
Estimated Total Labor	58	0	2	16	8	8	24	0	$0.00	$9,500.00
Production Copier									$40.00	$40.00
Postage and Freight									$20.00	$20.00
Estimated Total Expenses										$60.00
Mileage										$0.00
Flight/s (0 person-trips)									$0.00	$0.00
Hotel / Food									$0.00	$0.00
Estimated Total Travel										$0.00
Total		**$0.00**	**$468.00**	**$3,392.00**	**$1,448.00**	**$1,456.00**	**$2,736.00**	**$0.00**	**$60.00**	**$9,560.00**

Memorandum

File #: 21-290 **City Council Meeting**

FROM: Pam Alexander, Municipal Services Director
DATE: Wednesday, October 20, 2021
DEPARTMENT: Municipal Services

Subject

Bid IF-22-03, Purchase of Road Salt for Public Works

Council Action Desired

☐ Ordinance ☐ Resolution ☐ Public Hearing

☒ Other Action (Approval, Authorization, Ratification, etc.)

Accept and approve the bid received from the lowest responsive and responsible bidder Specialty Construction Supply of Idaho Falls for an estimated total of $124,470.00 or take other action deemed appropriate.

Description, Background Information & Purpose

This purchase will provide approximately 3,000 tons of road salt for $41.49 per ton for the Street division.

Alignment with City & Department Planning Objectives



☐ ☐ ☐ ☐ ☐ ☐ ☐ ☒

This purchase supports the reliable public infrastructure and transporation community-oriented result by providing road salt for safe and reliable transportation on city streets.

Interdepartmental Coordination

Public Works concurs with the Municipal Services Department recommendation for the purchase.

Fiscal Impact

Funds for the road salt are budgeted within the 2021/22 Public Works, Streets Division operating budget.

Legal Review

Legal concurs the Council action desired is within State Statute.

CITY OF IDAHO FALLS

PO BOX 50220
IDAHO FALLS, ID 83405-0220
Phone 208-612-8433

Office of Procurement Specialist II

Opening Date: October 19, 2021

TABULATION BID IF-22-03

Road Salt

(Approximate—3,000 Ton)

BIDDER	Morton Salt	Compass Minerals America	Specialty Construction Supply			
CITY, STATE	Chicago, IL	Overland Park, KS	Idaho Falls, ID			
Price Per Ton	No Bid	$42.72	$41.49			

Memorandum

File #: 21-291 **City Council Meeting**

FROM: Pam Alexander, Municipal Services Director
DATE: Wednesday, October 20, 2021
DEPARTMENT: Municipal Services

Subject

Bid IF-22-C, Purchase of Hot Mix Asphalt for Public Works

Council Action Desired

☐ Ordinance ☐ Resolution ☐ Public Hearing

☒ Other Action (Approval, Authorization, Ratification, etc.)

Accept and approve the purchase of hot mix asphalt from Idaho State Contract #BPO20200050 from HK Contractors, Inc. for a total of $200,000 or take other action deemed appropriate.

Description, Background Information & Purpose

This purchase request is to piggyback off the Idaho State Contract to purchase approximately 3,000 tons of hot asphalt mix at $51.00 per ton for the Streets Division.

Alignment with City & Department Planning Objectives



☐ ☐ ☐ ☐ ☐ ☐ ☐ ☒

This purchase supports the reliable public infrastructure and transportation community-oriented result by providing hot mix asphalt for maintaining city streets and parking lots.

Interdepartmental Coordination

Municipal Services and Public Works concur with this purchase.

Fiscal Impact

Funds to purchase the hot mix asphalt are budgeted within the 2021/22 Public Works Streets Division operating budget.

Legal Review

Legal concurs the Council action desired is within State Statute.

HK CONTRACTORS, INC

A CRH COMPANY

June 22, 2021

TO: Purchasing Department
Idaho City and County Municipalities
Areas: Vicinities of Idaho Falls, Ashton, Sugar City, Driggs

RE: Award, State Contract, BPO20200050

HK Contractors, Inc. has been awarded the State of Idaho contract for 4 areas of ITD District 6.

The renewed contract period shall be from July 25, 2021 to July 24, 2022.

HK Contractors, Inc. will extend this pricing and contract period to your municipality. If you are in agreement, please provide a Purchase Order or Letter of Intent and a current Idaho Sales Tax Exempt Certificate.

We value your business and look forward to helping your municipality meet your asphalt and aggregate needs.

Please note that HK Contractors, Inc. is now able to accept credit card payments. We accept Visa, MasterCard, American Express and Discover card payments. Payments can be made either on site at the hot plant or by calling our office at 208-523-6600 or 1-800-290-7371.

Thank you,

Jeff Trosper
VP. Southeast Idaho & Wyoming
HK Contractors, Inc.

CITY & COUNTY MUNICIPALITY PRICING:

Willow Creek Hot Plant (Idaho Falls, ID)

¾" Hot Mix	$51.00 per ton
½" Hot Mix	$51.00 per ton
3/8" Hot Mix	$54.80 per ton
CSS-1 Tac Oil	$3.70 per gallon
QPR	$119.50 per ton
Cold Mix	$71.50 per ton

Teton Hot Plant (Teton, ID)

¾" Hot Mix	$61.10 per ton
½" Hot Mix	$61.10 per ton
3/8" Hot Mix	$65.10 per ton

HK Contractors, Inc., A CRH Company
6350 S. Yellowstone Hwy
Idaho Falls, ID 83402

T +1 (208) 523-6600
F +1 (208) 523-6021
www.hkcontractors.com

Memorandum

File #: 21-292 **City Council Meeting**

FROM: Pam Alexander, Municipal Services Director
DATE: Wednesday, October 20, 2021
DEPARTMENT: Municipal Services

Subject

Bid IF-22-01, Purchase of Chlorine and Sodium Bisulfite for Public Works

Council Action Desired

☐ Ordinance ☐ Resolution ☐ Public Hearing

☒ Other Action (Approval, Authorization, Ratification, etc.)

Accept and approve the bid from the lowest responsive and responsible bidder, Thatcher Company, Inc. of Salt Lake City, Utah for a total of $487,120.00 or take other action deemed appropriate.

Description, Background Information & Purpose

The total purchase request is to award the extended cost totals for sections I, II and III. The chlorine and sodium bisulfite chemicals are used for the water and wastewater treatment operations.

Alignment with City & Department Planning Objectives



☐ ☒ ☐ ☐ ☐ ☐ ☐ ☐

The purchase of the chemicals supports the good governance community-oriented result by maintaining safe and efficient city water and wastewater operations.

Interdepartmental Coordination

Public Works concurs with the recommendation for award.

Fiscal Impact

Funds for the water and wastewater chemicals are budgeted within the 2021/22 Public Works, Water and Wastewater operations budgets.

Legal Review

Legal concurs the Council action desired is within State Statute.

CITY OF IDAHO FALLS
PO BOX 50220
IDAHO FALLS, ID 83405-0220
Phone 208-612-8433

Purchasing Office

October 5, 2021

TABULATION

BID IF-22-01

Chlorine and Sodium Bisulfite

BIDDER	PVS Chemical Solutions	Univar Solutions	Thatcher Company	Landview
	Detroit, Michigan	Kent, Washington	Salt Lake City, Utah	Rupert, Idaho
SECTION I: Chlorine, 150 lb. Chlorine, 150 Pound Cylinders – Price per Each (Estimated Quantity: 180)	No Bid	No Bid	$420.00	No Bid
Fee for Demurrage After 120 Days			.30	
Extended cost			$75,600.00	
SECTION II: Chlorine – 1 Ton Chlorine, 1-Ton Container – Price per Each (Estimated Quantity: 192)	No Bid	No Bid	$1,560.00	No Bid
Fee for Demurrage After 120 Days			$2.75	
Extended Cost			$299,520.00	
SECTION III: Sodium Bisulfite Sodium Bisulfite – Price per Gallon (Estimated Quantity: 80,000)	No Bid	No Bid	$1.40	$2.69
Extended cost			$112,000.00	$215,200.00

Memorandum

File #: 21-293 **City Council Meeting**

FROM: Pam Alexander, Municipal Services Director
DATE: Wednesday, October 20, 2021
DEPARTMENT: Municipal Services

Subject

Quote IF-22-B, Purchase of Replacement Wheel Loader for Public Works

Council Action Desired

☐ Ordinance ☐ Resolution ☐ Public Hearing

☒ Other Action (Approval, Authorization, Ratification, etc.)

Accept and approve the purchase of one replacement wheel loader for Public Works from the General Services Administration (GSA) contract #GS-30F-0013U from Honnen Equipment Company for a total of $200,454.84 or take other action deemed appropriate.

Description, Background Information & Purpose

This purchase is to purchase a new 2022 John Deere 624 P Wheel Loader to replace unit #1519, a 2009 Leeboy 300 Force Feed Loader that has reached its useful life and scheduled for replacement.

Alignment with City & Department Planning Objectives



☐ ☐ ☐ ☐ ☐ ☐ ☐ ☒

The purchase of the new loader supports the reliable public infrastructure and transportation community-oriented result by replacing equipment that has reached its useful life.

Interdepartmental Coordination

Public Works concurs with the award recommendation.

Fiscal Impact

Funds to purchase the replacement loader are budgeted in the 2021/22 Municipal Equipment Replacement Fund in the Public Works, Streets Division for a total of $215,000.

Legal Review

Legal concurs the Council action desired is within State Statute.

Quote Id: 24029412

Prepared For:

CITY OF IDAHO FALLS



Prepared By: **TODD ROBINSON**

Honnen Equipment Co.
1505 Foote Drive
Idaho Falls, ID 83402

Tel: 208-523-9915
Mobile Phone: 208-221-8385
Fax: 208-523-7488
Email: toddrobinson@honnen.com

Date: 31 March 2021

Offer Expires: 29 October 2021

JOHN DEERE

Quote Summary

Prepared For:

CITY OF IDAHO FALLS
308 CONSTITUTION WAY
IDAHO FALLS, ID 83402
Home: 208-529-1433
Business: 208-612-8432
tsmith@idahofallsidaho.gov

Prepared By:

TODD ROBINSON
Honnen Equipment Co.
1505 Foote Drive
Idaho Falls, ID 83402
Phone: 208-523-9915
Mobile: 208-221-8385
toddrobinson@honnen.com

GSA (General Service Administration) Contract Number: GS-30F-0013U Contract Period: 20 March 2008 – 19 March 2023 Eligibility: Federal agencies and United States Military. Authorized state, counties and local municipalities through Disaster Relief/Preparedness justification.

Quote Id:	24029412
Created On:	31 March 2021
Last Modified On:	23 August 2021
Expiration Date:	29 October 2021

Equipment Summary	Selling Price		Qty		Extended
2022 JOHN DEERE 624 P WHEEL LOADER	$ 200,454.84	X	1	=	$ 200,454.84
Equipment Total					**$ 200,454.84**

Quote Summary	
Equipment Total	$ 200,454.84
SubTotal	$ 200,454.84
Total	$ 200,454.84
Balance Due	**$ 200,454.84**

Salesperson : X _____ **Accepted By : X** _____

JOHN DEERE

Selling Equipment

Quote Id: 24029412 **Customer:** CITY OF IDAHO FALLS

2022 JOHN DEERE 624 P WHEEL LOADER

Hours:
Stock Number:

Code	Description	Qty	Unit	Selling Price $ 200,454.84 Extended
6040DW	624 P WHEEL LOADER	1	$ 247,727.00	$ 247,727.00
	Standard Options - Per Unit			
170K	JDLink™	1	$ 0.00	$ 0.00
0924	John Deere PowerTech Engine	1	$ 24,858.00	$ 24,858.00
1010	Standard Wheel Loader	1	$ 0.00	$ 0.00
1110	5-Speed Powershift Transmission	1	$ -3,900.00	$ -3,900.00
1217	140 amp Alternator	1	$ 347.00	$ 347.00
1310	Flat Black Curved Stack	1	$ 0.00	$ 0.00
1430	Engine Air Intake System with Centrifugal Precleaner	1	$ 667.00	$ 667.00
1520	Automatic Reversing Hydraulic Fan	1	$ 1,650.00	$ 1,650.00
1610	Standard Fuel Filter with Water Separator and Standard Fuel Fill	1	$ 0.00	$ 0.00
1910	Premium Cab	1	$ -512.00	$ -512.00
1945	7 inch Monitor with Dedicated Rear Camera Display	1	$ 1,645.00	$ 1,645.00
1970	Hydrau Hydraulic Fluid	1	$ 0.00	$ 0.00
2010	Standard Z-BAR	1	$ 0.00	$ 0.00
2120	Steering Wheel Only	1	$ 0.00	$ 0.00
2240	Premium Seat, Heated and Ventilated with Heavy Duty Air Suspension	1	$ 1,295.00	$ 1,295.00
2360	Joystick Controls	1	$ 0.00	$ 0.00
2403	Three Function Hydraulics	1	$ 2,231.00	$ 2,231.00
2510	Ride Control	1	$ 4,015.00	$ 4,015.00
2605	English Decals and Manuals	1	$ 0.00	$ 0.00
2715	15 Amp Converter	1	$ 115.00	$ 115.00
2870	No Payload Scale with Cycle Counter	1	$ 119.00	$ 119.00
3046	Front Hydraulically Locking Differential and Rear Conventional Differential Axles	1	$ 0.00	$ 0.00
3120	Manual Axle Differential Lock	1	$ 0.00	$ 0.00
4415	Michelin XSnoPlus, 20.5R25 L2 Radial Tires with 3pc Rims	1	$ 19,950.00	$ 19,950.00
5530	Standard Front Fenders	1	$ 0.00	$ 0.00
5620	Left And Right Side Steps	1	$ 920.00	$ 920.00
5840	No Fork Frame	1	$ 0.00	$ 0.00
5940	No Tines	1	$ 0.00	$ 0.00

JOHN DEERE

Selling Equipment

Quote Id: 24029412 **Customer:** CITY OF IDAHO FALLS

7140	Premium LED Work and Drive Lights	1	$ 1,449.00	$ 1,449.00
8220	Rear Hitch and Counterweight	1	$ 0.00	$ 0.00
8240	Rear Camera	1	$ 0.00	$ 0.00
8298	No Strobe Beacon or Left Beacon Bracket	1	$ 0.00	$ 0.00
8350	Remote Powered and Heated Exterior Mirrors	1	$ 712.00	$ 712.00
8370	Premium AM/FM/Weather Band (WB) with Bluetooth, Remote Aux and Remote USB Port	1	$ 850.00	$ 850.00
8450	Cab with Air A/C Charge	1	$ 0.00	$ 0.00
8560	Hydraulic Coupler - JRB 416 Pattern	1	$ 5,995.00	$ 5,995.00
8860	Bolt-on Cutting Edge	1	$ 1,054.00	$ 1,054.00
8915	3.25 Cu. Yd. Bucket (Coupler only)	1	$ 7,604.00	$ 7,604.00
9015	Engine Block Heater	1	$ 243.00	$ 243.00
9043	Environmental Drains and Sampling Ports	1	$ 410.00	$ 410.00
9055	Throttle Lock	1	$ 215.00	$ 215.00
9140	Fire Extinguisher	1	$ 149.00	$ 149.00
9240	Engine Compartment Light	1	$ 180.00	$ 180.00
9525	Slow Moving Vehicle (SMV) Emblem	1	$ 157.00	$ 157.00
	Standard Options Total			**$ 72,418.00**
	Other Charges			
	HE Install Couplers and beacon lights	1	$ 334.53	$ 334.53
	Other Charges Total			**$ 5,584.53**
	Suggested Price			**$ 325,729.53**
	Customer Discounts			
	Customer Discounts Total		**$ -125,274.69**	**$ -125,274.69**
Total Selling Price				**$ 200,454.84**

Memorandum

File #: 21-261 **City Council Meeting**

FROM: Josh Roos, City Treasurer
DATE: Thursday, October 21, 2021
DEPARTMENT: Municipal Services

Subject

Treasurer's Report for August 2021

Council Action Desired

☐ Ordinance ☐ Resolution ☐ Public Hearing

☒ Other Action (Approval, Authorization, Ratification, etc.)

Accept and approve the Treasurer's Report for the month-ending August 2021 or take other action deemed appropriate.

Description, Background Information & Purpose

A monthly Treasurer's report is required pursuant to Resolution 2018-06 for City Council review and approval. For the month-ending August 2021, cash, and investments total $146.9M. Total receipts received and reconciled to the general ledger were reported at $17.1M, which includes revenues of $15.1M and inter-departmental transfers of $2M. Total distributions reconciled to the general ledger were reported at $20.7M, which includes salary and benefits of $5.9M, operating costs of $12.8M and interdepartmental transfers of $2M. As reported in the attached investment report, the total investments reconciled to the general fund were reported at $134M.

Alignment with City & Department Planning Objectives



☐ ☒ ☐ ☐ ☐ ☐ ☐ ☐

The monthly Treasurer's report supports the good governance community-oriented result by providing sound fiscal management and enable trust and transparency.

Interdepartmental Coordination

Not applicable.

Fiscal Impact

Not applicable.

Legal Review

Not applicable.

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CITY OF IDAHO FALLS MONTHLY TREASURER'S REPORT
August, 2021

FUND	BEGINNING CASH & INVESTMENTS	TOTAL RECEIPTS	TOTAL DISBURSEMENTS	ENDING BALANCE CASH & INVESTMENTS
GENERAL	$22,981,295.60	$2,989,645.03	$6,208,676.83	$19,762,263.80
STREET	$6,929,846.00	$216,744.90	$538,705.17	$6,607,885.73
RECREATION	$54,827.90	$1,177,843.58	$165,161.14	$1,067,510.34
LIBRARY	$4,538,574.26	$312,546.98	$274,733.70	$4,576,387.54
AIRPORT PFC FUND	$353,607.60	$97,975.68	$0.00	$451,583.28
MUNICIPAL EQUIP. REPLCMT.	$5,949,055.57	$266,390.39	$0.00	$6,215,445.96
EL. LT. WEATHERIZATION FD	$3,527,578.26	$86,966.34	$49,621.85	$3,564,922.75
BUSINESS IMPRV. DISTRICT	$104,723.65	$2,073.92	$0.00	$106,797.57
GOLF	($59,875.65)	$400,828.73	$320,173.64	$20,779.44
SELF-INSURANCE FD.	$3,317,994.68	$189,501.73	$42,580.80	$3,464,915.61
HEALTH & ACCIDENT INSUR.	$4,632,003.58	$26,626.21	$0.00	$4,658,629.79
EMERGENCY MEDICAL SERVICES	($1,049,176.50)	$675,819.22	$574,009.14	($947,366.42)
WILDLAND	$374,336.57	$28,172.63	$12,299.87	$390,209.33
MUNICIPAL CAPITAL IMP.	$2,694,244.05	$18,246.49	$95,540.63	$2,616,949.91
STREET CAPITAL IMPROVEMENT	$1,016,850.95	$208,597.50	$22,139.54	$1,203,308.91
BRIDGE & ARTERIAL STREET	$896,016.53	$37,574.80	$0.00	$933,591.33
SURFACE DRAINAGE	$249,577.93	$8,343.17	$0.00	$257,921.10
TRAFFIC LIGHT CAPITAL IMPRV.	$1,081,901.46	$32,880.06	$960.00	$1,113,821.52
PARKS CAPITAL IMPROVEMENT	($295,949.64)	$218,087.13	$0.00	($77,862.51)
ZOO CAPITAL IMPROVEMENT	$402,825.19	$21,404.18	$3,215.61	$421,013.76
CIVIC AUDITORIUM CAPITAL IMP.	$204,723.60	$1,176.81	$0.00	$205,900.41
GOLF CAPITAL IMP.	$361,009.83	$31,609.27	$0.00	$392,619.10
POLICE CAPITAL IMPROVEMENT	($534,528.52)	$172.03	$371,771.60	($906,128.09)
AIRPORT	$1,437,657.83	$1,281,899.19	$1,224,388.13	$1,495,168.89
WATER	$15,913,790.40	$1,321,090.30	$1,186,099.84	$16,048,780.86
SANITATION	$5,846,609.35	$581,124.55	$413,958.30	$6,013,775.60
IDAHO FALLS POWER	$40,974,984.80	$5,264,117.98	$7,207,632.77	$39,031,470.01
FIBER	$170,672.14	$196,809.91	$426,126.86	($58,644.81)
WASTEWATER	$28,425,946.35	$1,435,910.27	$1,588,827.66	$28,273,028.96
TOTAL ALL FUNDS	**$150,501,123.77**	**$17,130,178.98**	**$20,726,623.08**	**$146,904,679.67**

CITY OF IDAHO FALLS
INVESTMENT RECONCILIATION
Aug-21

	BOND	AGENCY	TREASURY	CERTIFICATES	MONEY MARKET	CASH/EQUIVALENT	TOTAL
LPL				$258,982.50		$563.20	$259,545.70
LGIP					$33,361,393.48		$33,361,393.48
WELLS FARGO	$51,226,574.67	$15,209,649.58	$9,090,819.51	$0.00	$0.00		$75,527,043.76
DA DAVIDSON				$514,945.00		$12,500.91	$527,445.91
WASHINGTON FEDERAL				$260,515.49	$5,002,705.55		$5,263,221.04
LOOKOUT CU				$272,786.69			$272,786.69
KEY BANK	$2,174,188.50	$1,071,140.44	$2,057,449.75			$417,564.31	$5,720,343.00
IDAHO CENTRAL				$4,386,678.65			$4,386,678.65
BANK OF IDAHO				$6,628,823.69			$6,628,823.69
BANK OF COMMERCE				$2,060,591.87			$2,060,591.87
	$53,400,763.17	$16,280,790.02	$11,148,269.26	$14,383,323.89	$38,364,099.03	$430,628.42	**$134,007,873.79**

Memorandum

File #: 21-296 **City Council Meeting**

FROM: Kathy Hampton, City Clerk
DATE: Friday, October 22, 2021
DEPARTMENT: Municipal Services

Subject

Minutes from Council Meetings

Council Action Desired

☐ Ordinance ☐ Resolution ☐ Public Hearing

☒ Other Action (Approval, Authorization, Ratification, etc.)

Approve the minutes as described below (or take other action deemed appropriate).

Description, Background Information & Purpose

October 12, 2021 City Council Work Session and Executive Session, and October 14, 2021 City Council Meeting.

Alignment with City & Department Planning Objectives



☐ ☒ ☐ ☐ ☐ ☐ ☐ ☐

The minutes support the Good Governance community-oriented result by providing assurance of regulatory and policy compliance to minimize and mitigate risk.

Interdepartmental Coordination

N/A

Fiscal Impact

N/A

Legal Review

N/A

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October 12, 2021 Work Session - Unapproved

The City Council of the City of Idaho Falls met in Council Work Session, Tuesday, October 12, 2021, in the Council Chambers in the City Annex Building located at 680 Park Avenue in Idaho Falls, Idaho at 3:00 p.m.

Call to Order and Roll Call:
There were present:
Mayor Rebecca L. Noah Casper
Council President Michelle Ziel-Dingman
Councilor John Radford
Councilor Thomas Hally
Councilor Jim Freeman
Councilor Jim Francis
Councilor Lisa Burtenshaw

Also present:
PJ Holm, Parks and Recreation Director
Chris Horsley, Recreation Superintendent
Roxane Mitro, AKM Architect, P.A.
Mark Hagedorn, Controller
James Shank, Idaho Falls School District 91 Superintendent
Margaret Wimborne, Idaho Falls School District 91 Communications and Community Engagement Director
Chris Fredericksen, Public Works Director

Mayor Casper called the meeting to order at 3:11 p.m. with the following items:

Calendars, Announcements, Reports, and Updates:
October 13, Chamber of Commerce Legislative Forum, and Bonneville Metropolitan Planning Organization (BMPO)
October 14, City Council Meeting
October 25, City Council Work Session
October 28, City Council Meeting
October 29, Monster's Ball, and Regional Economic Development for Eastern Idaho (REDI) What's Up in Eastern Idaho Annual Conference
October 28-30, Boo at the Zoo
October 30, Real Hero's Trunk or Treat
November 8, City Council Work Session
November 10, City Council Meeting
November 22, City Council Work Session
November 23, City Council Meeting
November 25-26, City offices closed for Thanksgiving holiday
The December calendar was briefly reviewed

Mayor Casper requested Council's preference for the Opioid Settlement. Mr. Fife noted the settlement amounts are still being negotiated. He also noted the State has been given a deadline to the governmental entities. Following brief discussion, Mayor Casper indicated a memo will be forthcoming for the city to participate in the settlement. Mayor Casper stated she will distribute dates for upcoming Council CUSP presentations. She also stated Operation Appreciation will be held in the following week to honor health care workers – the elected officials will be present at local hospitals on October 18 to show their appreciation.

Liaison Reports and Councilmember Concerns:

Council President Dingman stated the Idaho Falls Regional Airport (IDA) is doing phenomenal. She indicated IDA is anticipating to exceed previous enplanement and air travel records from the previous years. Council President Dingman reiterated the Monster's Ball which will support the Community Food Basket. She also stated the regional food drive is occurring October 6-31.

Councilor Hally stated October is Breast Cancer Awareness month, the 8th Street property minimum bid is $181,000 – a tour of the building will be held October 13 and October 14, the Ambulance Fund is making great progress, an election candidate presentation will occur at Compass Academy on October 13, and a Moderna booster (for Coronavirus (COVID-19)) should be available in the near future.

Councilor Burtenshaw stated Rotary presented a $700,000 check to the city for Heritage Park, an additional $100,000 will forthcoming, along with some trees, and irrigation will occur in spring 2022.

Councilor Freeman stated former Councilor Ed Marohn will be having a meet-the-author event at the Idaho Falls Public Library (IFPL) on October 26, he reminded all individuals of the upcoming election including information regarding absentee ballots and early voting ballots, and he stated revenues have increased at the golf courses over the previous summer.

Councilor Francis stated, per the Idaho Falls Police Department (IFPD), Lieutenant Shane Kaiser's retirement event will be held on October 14. He also stated, per the Parks and Recreation Department, the zoo will be open on Saturdays for the month of October and on Saturdays and Sundays for the month of November, and an Arbor Day event will be held October 20. He indicated a revision of the Block Face (downtown parking) ordinance will be forthcoming.

Councilor Radford stated the leaf collection schedule is located on the city's website, he expressed his appreciation to Idaho Falls Power (IFP) for the lack of power outages during the recent snowstorm, he noted a 44% increase in revenues nationwide, and TEENtober will be occurring at the IFPL during October.

Acceptance and/or Receipt of Minutes:

It was moved by Councilor Radford, seconded by Councilor Francis, that Council receive the recommendations from the Planning and Zoning Commission pursuant to the Local Land Use Planning Act (LLUPA). Roll call as follows: Aye – Councilors Hally, Radford, Francis, Dingman, Burtenshaw, Freeman. Nay – none. Motion carried.

Update: Aquatic Center Humidification Replacement Project:

Director Holm expressed his appreciation to the multiple departments for their assistance on this project. He then reviewed the following with general discussion throughout:

Wes Deist Aquatic Center –

- Facility is 35 years old
- Facility Assessment performed June 16, 2020
- Study identified three (3) categories of recommendations: life safety; short-term; and long-term

Life Safety Concerns:

- Humidity levels in natatorium are high and degrading the building (harsh environment, corrosion on duct hangers is evident, and possible additional structural related failures)
- Indoor air quality (high level of chloramines in the space due to unreliable dehumidification units, and return air plenum)
- Replacement of dehumidification system is due to age, corrosion, reliability is vital to the well-being of the facility
- Upgrade of equipotential bonding grid (electrical equipment)

Director Holm reviewed the cost estimates included in the facility assessment, totaling $1,018,160, noting this amount was previously approved as an encumbered amount to complete the project in the current year. He also reviewed the project items, costs (base bid and alternates/supplementals), and status. Total cost is $1,158,423.00, which is an overage of $140,423.00. Director Holm reviewed the bid timeline stating the bid included a requirement for liquated damages if the project is not completed within 180 days to ensure the start of the aquatics season. He also reviewed the project timeline that would begin October 15 with completion by or before mid-April. He noted the facility will be closed November 7 through April 2022.

Director Holm reviewed the proposed funding options stating there were $150,000 savings in power poles for Heritage Park due to IFP using metal poles versus laminated poles because of the manufacturing timeframe. He also suggested postponing the Ryder Park bentonite liner project to reserve $80,000 for any additional overages. Councilor Radford stated although he appreciates a funding option, he is not in favor of using the $80,000. Per Councilor Francis, Director Holm is unsure of the bentonite timeframe. Councilors Francis and Freeman agreed with Councilor Radford. Councilor Burtenshaw also agreed with Councilor Radford to not use the $80,000 and possibly use other funding for any overages. Per Councilor Radford, Mr. Hagedorn stated this funding is a cash transfer which requires Council approval. He also stated he recommended Director Holm have a contingency plan, thereby presenting the $80,000 option. Director Holm stated he will find contingency funds elsewhere, he will not use the $80,000 allocated to the bentonite liner. Director Holm reviewed the summary of issues and proposed solutions stating the construction bid is good for 30 days from the time the bid was submitted, and the project team recommendation is to accept the bid with alternatives for a total of $840,148 with the project shortage of $140,423. This item will be included on the October 14 City Council Meeting agenda.

Guest Presentation: State of the District—discussion of student achievement, financial status, facilities planning, and Q&A:

Dr. Shank believes there should be high levels of learning and success for all students, barriers to learning should be eliminated; focus on why the institution exists and prioritize distractions that take attention away from learning; and excellence in all programs. He stated School District 91 (D91) serves approximately 10,300 students. He briefly reviewed the meal program, the number of students in each grade, the Idaho Standards Achievement Test (ISAT) for the school district as compared to the State of Idaho, schools performing above the ISAT, 3-year trend data, and the graduation rate (22% of students did not graduate). Dr. Shank stated responding to performance is to recognize and maintain that the fundamental purpose of school is learning, and all things connect outward from the central focus. He also stated goals and direction of the district is to seek clarity of focus and directions through High Reliability Schools (HRS) which is the framework for continuous improvement in D91. The district has set the goal to attain Level 1 (Safe and Collaborative Culture) certification in 35% of six (6) of its schools by the end of this school year. Dr. Shank stated the budget is approved annually based on the number of students – the budget was set at 90%, district fund balance = $8.3M, and district contingency reserve = $3.4M (one (1) month of expenditures). He also stated challenges include recruitment and retention of staff, competitive salaries and benefits, facilities improvements, and State reduction in discretionary spending ($2M). He noted a budget tour will occur in February 2022, and all budget information is included on the district website. Dr. Shank stated all school facilities are being evaluated on their condition. He reviewed the steps for evaluation. He also stated a Supplemental Plant Facilities Fund (SPFF) will occur in spring 2022 with another bond expected in the future as well. He reviewed the district initiatives as well as "Vollmer's List". Discussion followed regarding new schools and/or changing the boundary lines of the current schools, awareness and support for the district, costs for fuel (Dr. Shank noted mileage is reimbursed from the State), comparison to other school districts, legislative items (reserves, salaries and benefits, bonds, all-day kindergarten, and additional revenues), lowering the threshold for bonds, a council liaison for the school district, and facilities.

Status Report and Discussion: Greater Idaho Falls Transit (GIFT):

Mayor Casper reminded the Council that the city will hire an employee, as a pass-thru entity, that will work for public transit, and the city has budgeted $140,000 for several years to assist with public transit. She noted Council President Dingman was assigned as a Council liaison to the former Targhee Regional Public Transportation Authority (TRPTA) Board, which is now GIFT, and she has been working with the Idaho Transportation Department (ITD) moving forward. Council President Dingman gave a refresher update from the June 7, 2021 City Work Session presentation. She stated ITD created a proposal to start a micro-transit pilot program that was recently approved by the Federal Transit Administration (FTA); the project was awarded $4.1M to ITD from Section 5307 Small Urbanized Coronavirus Aid, Relief, and Economic Security (CARES) Act Fund; the service area at this time will be the City of Idaho falls boundaries; the likely service will be eight (8) vehicles per day, 14 hours per day, six (6) days per week; and the proposed budget assumes base fare (one (1) way) to be $1.50 with 30% of rides receiving discounted fares. She also stated the Request for Proposal (RFP) is currently being circulated for comments as part of the sequential signing of the Memorandum of Agreement (MOA) by ITD, the city, Bonneville Metropolitan Planning Organization (BMPO), and GIFT; the projected budget will allow the third-party provider to keep the fares; and there is a requirement to be a para-transit provider. Council President Dingman stated the funding model approved by FTA will be FTA to ITD to the city on a reimbursement basis; the city finance team has ensured the proper process is in place; GIFT will continue to search for local match, spearheaded by the new Transit Coordinator – this individual will be hired by the city under the Public Works Department with reimbursement of salary/benefits/wages under the grant by ITD; 'local match' are contributions that can be used to 'match' monies provided in the FTA grant; there is no cost to the city, GIFT, or ITD during the first two (2) years of the project – this is called the 'pilot' portion of the approved grant; and if demand and local match are viable, the project will continue after the first two (2) years and move into year three where local match is required – at the same service level, this amount is estimated to be $858,625. The service level can/will be adjusted to market conditions. Council President Dingman stated next steps include Council approval of the MOA (the MOA would be modified to allow revisions after one (1) year); the city posts the job opening for the Transit Coordinator as soon as possible; once a Transit Coordinator is hired an RFP will solicit a third-party contractor to provide micro-transit service for the project; and service will begin eight (8) weeks from the contract date after the third-party contractor is hired. Discussion followed including the physical location of the Transit Coordinator, electric vehicles, routes within the city boundaries (routes have not been set at this time although fixed routes are not viable), revisions of the MOA by any entity, and ridesharing. Council President Dingman recognized the additional GIFT Board: Rick Cloutier, IDA Director; Lisa Farris, Grants Administrator; Michael Walker, Dean of Students for the College of Eastern Idaho; and Arnold Cantu, Director of Medical Services for the Community Council of Idaho. She emphasized the GIFT Board has no affiliation with the prior TRPTA operations. Mayor Casper stated she is anxious for this pilot program, however, she expressed her concern for the MOA as she believes the MOA does not allow GIFT day-to-day interaction with the operations. She also believes the MOA isolates GIFT from the leadership in a problem-solving role. She expressed her frustration that year three may fall to GIFT and the city as she believes ITD is cutting the authority out of their responsibilities. She does not believe much dialogue has occurred with the signatories. Council President Dingman stated she does not disagree with Mayor Casper. She also stated ITD refuses to give GIFT more responsibility or authority, ITD will not allow GIFT to hold the money, ITD will not allow GIFT to hire or train the Transit Coordinator, and ITD will not allow GIFT to be the first or second point of contact for transit complaint issues. Per Councilor Francis, Council President Dingman stated GIFT will be an advisory capacity to the project. She also stated the GIFT Board will be granted monthly updates, or any ITD updates, from the Transit Coordinator. Also per Councilor Francis, Council President Dingman believes the Council could receive regular reports from the GIFT Board at any time. Director Fredericksen stated the city is not a transit provider, hence, the third-party provider. Council President Dingman believes ITD is expecting a higher level of leadership due to the previous TRPTA issues, and it was ITD and FTA's responsibility to oversee the programs they were funding and directing. She also believes ITD believes the MOA puts the bare minimum of legal

responsibility in GIFT's hands. Councilor Hally believes the city needs to do due diligence to make sure the project goes beyond two (2) years as the city needs a transit system, and the city has the most benefit to gain. Councilor Francis believes the pilot program would give the city a chance to see if a transit program is needed or not. Council President Dingman stated the pilot project will provide data that will make data-driven decisions beyond the pilot project. Director Fredericksen believes this is one of the most difficult programs to work with due to the high match, this project may create other projects outside of Idaho Falls, and he is unsure of other public transit options for the community. Discussion followed regarding the risk of the project. This item will be included on the October 14 City Council Meeting agenda.

It was then moved by Councilor Radford, seconded by Councilor Freeman, to move into Executive Session (at 6:27 p.m.). The Executive Session is being called pursuant to the provisions of Idaho Code Section 74-206(1)(c) to acquire an interest in real property which is not owned by a public agency. The Executive Session will be held in the City Annex Conference Room. At the conclusion of the Executive Session the Council will not reconvene into Council Work Session. Roll call as follows: Aye – Councilors Francis, Dingman, Freeman, Hally, Radford, Burtenshaw. Nay – none. Motion carried.

The City Council of the City of Idaho Falls met in Executive Session, Tuesday, October 12, 2021 in the City Annex Conference Room in the City Annex Building located at 680 Park Avenue in Idaho Falls, Idaho at 6:39 p.m.

There were present:
Mayor Rebecca L. Noah Casper
Councilor Jim Francis
Councilor John Radford
Councilor Jim Freeman
Council President Michelle Ziel-Dingman
Councilor Thomas Hally
Councilor Lisa Burtenshaw

Also present:
Bear Prairie, Idaho Falls Power Director
Randy Fife, City Attorney

The Executive Session was called pursuant to the provisions of Idaho Code Section 74-206(1)(c) to acquire an interest in real property which is not owned by a public agency.

There being no further business, the meeting adjourned at 7:28 p.m.

Kathy Hampton, City Clerk

Rebecca L. Noah Casper, Mayor

City Council Meeting

Minutes - Draft

680 Park Avenue
Idaho Falls, ID 83402

Thursday, October 14, 2021 **7:30 PM** **City Council Chambers**

1. Call to Order.

Present: Mayor Rebecca L Noah Casper, Council President Michelle Ziel-Dingman, Councilor John Radford, Councilor Thomas Hally, Councilor Jim Freeman, Councilor Jim Francis, and Councilor Lisa Burtenshaw

Also present:
All available Department Directors
Michael Kirkham, Assistant City Attorney
Kathy Hampton, City Clerk

2. Pledge of Allegiance.

Mayor Casper lead those present in the Pledge of Allegiance.

3. Special Proclamation Announcement Regarding Operation Appreciation

Mayor Casper stated a proclamation will be shared with the community which will declare the week of October 17-23, 2021, as Operation Appreciation Week honoring the healthcare professionals. She indicated the three (3) local hospitals have been operating under the Crisis Standards of Care, or an enhanced level, and many of the healthcare professionals have been working excessive hours due to the (Coronavirus (COVID-19)) pandemic. Mayor Casper stated the elected officials will be present at the hospitals on the evening of October 18 to express their gratitude. She invited all members of the public to attend as well. She indicated appreciation can be shown throughout the week by several methods.

4. Public Comment.

Mayor Casper requested any public comment not related to items currently listed on the agenda or not related to a pending matter.

Julene Haworth, Idaho Falls resident, appeared. Ms. Haworth stated she is a retired political scientist with a post-graduate degree focusing on public policy. She indicated she has chosen not to run for a public office, she has chosen to represent individuals and special interest groups before elected officials and government bodies as these institutions formalize rules, regulations, and policies that impact citizens/constituents. Ms. Haworth stated she has noted government entities use or misuse transparency and trust in forming public policies. She also stated the perception of far too many constituents is that their elected officials are not engaging in disseminating important information that will affect their daily lives or that the elected officials are not hearing or responding to their concerns. She indicated Idaho Falls residents feel transparency is not always a priority, which erodes trust in those officials. Ms. Haworth described the actions of disrupting the public city park. She indicated constituents' conceptions are being locked out and comments and concerns are being ignored. She believes the elected officials should have been aware that replacement of the water tower in that park would be controversial. Without the

plethora of public notifications and the perception of Council's inadequacy in acknowledging and acting on the constituent's lack of support for their actions regarding the park does not bolster transparency or trust. Ms. Haworth stated her perception regarding the water tower issue is that the elected officials have failed the constituency that elected them.

Dennis Marsden, Idaho Falls resident appeared. Mr. Marsden stated he applauds the city in showing their appreciation to the medical workers. He believes it would have been a greater show of appreciation if the city would have come to the medical workers aid when they were asking to be supported in refusing to take the vaccine mandate. He indicated the medical workers have been told by hospital attorneys to stop posing that threat. Mr. Marsden stated he also appreciates Ms. Haworth's comments being responsive to the community as he believes the elected officials are also failing to support parents for choosing not to have their children wear masks in the schools. He believes the elected officials may believe that's the best thing, but he indicated there are hundreds of parents involved with schools who have the right to chose for their children. Mr. Marsden stated the Idaho legislator passed laws although he believes the mask mandate is ridiculous as all individuals are handling their masks, or wearing them for several days, which violates mask protocol and the United States Food and Drug Administration (FDA) guidelines behind the justification of using masks. He believes this has turned into social compliance/virtue signaling. He reiterated the Idaho legislators passed laws protecting the parents' rights to choose for their children how to defend their personal liberties, their personal safety, and their personal health. He recognizes this is outside of the elected official's jurisdiction although he indicated the City Council voiced their support for President Biden and Governor Little and now that parents are opposing it the elected officials are silent. He believes the elected officials should be standing up for the rights of the citizens to protect their own health. Mayor Casper clarified there is no mask mandate, it's an individual choice to wear a mask. She indicated requirements may be coming through other sectors/employers, but they do not involve the city. Mr. Marsden reiterated there is support on one side and silence on the other.

5. Consent Agenda.

Any item may be removed from the Consent Agenda at the request of any member of the Council for separate consideration.

A. Mayor's Office

1) Appointments to City Boards, Commissions, and Committees-Public Works

Attached please find communication from Public Works Director, Chris Fredericksen, regarding the citizen volunteers I am appointing to serve on the following City of Idaho Falls Boards, Committees, and Commissions:

Name	Committee	Term Expires
Timothy Nottestad	Impact Fee Advisory Committee	12/31/23
Brent Wilson	Impact Fee Advisory Committee	12/31/24
Jeff Freiburg	Impact Fee Advisory Committee	12/31/24
Richard Stewart	Impact Fee Advisory Committee	12/31/24
Glen Ogden	Impact Fee Advisory Committee	12/31/23

These applicants have been screened and subsequently recommended by Director

Fredericksen. I have reviewed the applications and have met with the recommended applicants. I am confident these individuals meet the criteria set forth in Title 2, Chapter 16 of the City Code. I anticipate each will make positive contributions to the good work of the city.

I request your consent to these appointments at the regular Council Meeting on Thursday, October 14, 2021.

If you have questions or comments, please feel free to contact me or Director Fredericksen.

2) Appointments to City Boards, Commissions, and Committees-Parks and Recreation

Attached please find communication from Parks and Recreation Director, PJ Holm, regarding the citizen volunteers I am appointing/reappointing to serve on the following City of Idaho Falls Boards, Commissions, and Committees:

Name	Board, Commission, Committee	Term Expires	Status
Matt Hill	Parks & Rec Commission	12/31/24	Re-appoint
Randy Elwood	Golf Advisory Board	12/31/24	Re-appoint
Brian McGriff	Golf Advisory Board	12/31/24	Re-appoint
Bradley Bugger	Golf Advisory Board	12/31/24	Re-appoint
Matt Hill	Shade Tree Committee	12/31/24	Re-appoint
Kim Johnson	Shade Tree Committee	12/31/24	Re-appoint
Sam Ellsworth	Shade Tree Committee	12/31/24	New Member
David Vest	Shade Tree Committee	12/31/24	New Member

The applicants have been screened and subsequently recommended by Director Holm. I have reviewed the reappointment recommendations. Further, I have reviewed the applications and have met with the newly recommended applicants. I am confident these individuals meet the criteria set forth in City Code and I anticipate each will make positive contributions to the good work of the city.

I request your vote to give consent to these appointments/reappointments at the regular Council Meeting on Thursday, October 14, 2021.

If you have questions or comments, please feel free to contact me or Director Holm.

B. Idaho Falls Power

1) Idaho Falls Power Board Meeting Minutes - September 2021

The Idaho Open Meeting Law requires that the governing body of a public agency must provide for the taking of written minutes of all of its meetings.

C. Public Works

1) Bid Award - Well 12 Rehabilitation

On Tuesday, October 5, 2021, bids were received and opened for the Well 12 Rehabilitation

project. A tabulation of bid results is attached. The purpose of the project is to rehabilitate the existing well house. Proposed work includes removal and replacement of the HVAC system, installation of new electrical equipment and pump motors.

D. Municipal Services

1) Minutes from Council Meetings

September 20, 2021 City Council Work Session and September 23, 2021 City Council Meeting.

2) License Applications, all carrying the required approvals

Recommended Action:

It was moved by Councilor Burtenshaw, seconded by Council President Ziel-Dingman, to accept all items on the Consent Agenda according to the recommendations presented. The motion carried by the following vote: Aye - Councilors Hally, Burtenshaw, Dingman, Freeman, Francis, Radford. Nay - none.

6. Regular Agenda.

A. City Attorney

1) Amendment to Idaho Falls City Code § 9-4-21 changing the term "Block Face "to "Block Parking."

This ordinance revision would amend City Code § 9-4-21 to change the term "Block Face" to "Block Parking" in order to help better communicate the City's downtown time limited parking restrictions along both sides of a downtown street bordered by intersections.

Assistant City Attorney Michael Kirkham stated this request was received from the Idaho Falls Downtown Development Corporation (IFDDC). He also stated this amendment only changes the term, there are no substantive changes in the regulation. Councilor Francis indicated the IFDDC parking committee believed the signage of block face would be confusing.
It was moved by Councilor Hally, seconded by Councilor Francis, to approve the Ordinance amending Idaho Falls City Code § 9-4-21 to change the term "Block Face" to "Block Parking," under a suspension of the rules requiring three complete and separate readings and direct that it be read by title and published by summary. The motion carried by the following vote: Aye - Councilors Burtenshaw, Hally, Radford, Dingman, Freeman, Francis. Nay - none.

At the request of Mayor Casper, the City Clerk read the ordinance by title only:
ORDINANCE NO. 3416
AN ORDINANCE OF THE CITY OF IDAHO FALLS, IDAHO, AMENDING TITLE 9, CHAPTER 4, SECTION 21, CHANGING THE TERM "BLOCK FACE" TO "BLOCK PARKING"; PROVIDING SEVERABILITY, CODIFICATION, PUBLICATION BY SUMMARY, AND ESTABLISHING EFFECTIVE DATE.

B. Idaho Falls Power

1) PAC-IFP 161 kV JOOA Sugarmill to Paine

IFP and PacifiCorp negotiated this agreement to clearly define operation and maintenance responsibilities for the jointly owned Sugarmill to Paine, 161 kv line.

Idaho Falls Power (IFP) Director Bear Prairie appeared. He stated IFP is the majority owner, in conjunction with PacifiCorp, for this project. He noted helicopters are being used for this project. Councilor Radford stated this has been a decade-long process and is significant for any governmental entity to accomplish. He expressed his appreciation to IFP. Councilor Francis agreed with Councilor Radford. He also noted this item has been thoroughly discussed in IFP Board Meetings.

It was moved by Councilor Radford, seconded by Councilor Freeman, to approve this Joint Ownership and Operation Agreement (JOOA) between Idaho Falls Power (IFP) and PacifiCorp, an Oregon corporation, for the 161 kV transmission line from Sugarmill to Paine and give authorization for the Mayor and City Clerk to execute the necessary documents. The motion carried by the following vote: Aye - Councilors Dingman, Burtenshaw, Francis, Freeman, Hally, Radford. Nay - none.

C. Municipal Services

1) Bid IF-21-29, Humidification Replacement Project for Wes Deist Aquatic Center

The Wes Deist Aquatic Center was built in 1986. On June 16, 2020, city staff and consultants with expertise in aquatic architecture, structure, mechanics, and electrical needs performed a formal facility assessment of the Wes Deist Aquatic Center. The assessment yielded several recommendations. The first recommendation included the repair and upgrade of the facility's natatorium, ductwork, electrical safety standards, and mechanical configuration. During the 2020/21 budget process, the repair and upgrade of the Aquatics Center was a top funding priority and therefore received budgetary approval for one-time project funding in the amount of $1,018,000.00. The replacement dehumidification system was included in the approved project and already was approved for purchase by the City Council on May 13, 2021, for $293,275.00. The replacement dehumidification system is scheduled to arrive in Idaho Falls the second week of November.

Parks and Recreation (P&R) Director PJ Holm appeared. He stated this project has been needed for some time as the current dehumidification (dehyde) system is well past its life expectancy. He noted the unit has been ordered, which took approximately 32 weeks for manufacturing due to COVID-19. Director Holm stated the budget for the dehyde exceeded the approved amount, therefore, P&R is seeking a transfer of savings from power poles at Heritage Park, which is approximately $150,000. He described the unit and the project bid. Per questions received, Director Holm clarified the fence fabric is the chain link section, and the contract indicated 126 days for completion with closure of four (4) months. He noted, per contractor comments received, the contract will require 180 days for completion. He indicated the contract will be updated per this timeframe. Councilor Burtenshaw noted the current dehyde

system failed again in the previous week. She agrees this item is deeply needed for the community. Councilor Francis stated the dehyde will add years to the life of the building. He believes the amended completion days should be included in the motion. He also noted the non-discrimination statement is not included in the contract. Mr. Kirkham clarified the contractor must obey all city laws, including the non-discrimination ordinance. Director Holm noted P&R has worked with the user groups for the closure.

It was moved by Councilor Francis, seconded by Councilor Burtenshaw, to approve the bid received from Alan Clark Construction of Idaho Falls for a total of $840,148.00 and authorize a general fund transfer of the Heritage Park savings (from power pole installation) to proceed with the project with the amendment that construction time is 180 days. The motion carried by the following vote: Aye - Councilors Francis, Dingman, Freeman, Hally, Burtenshaw. Nay - Councilor Radford.

D. Public Works

1) Iona Bonneville Sewer District (IBSD) - Request for Sewer Service Area Expansion

Public Works is in receipt of a request from the IBSD to increase the District's sewer service area boundary by 78.881 acres. The proposed expansion area is for inclusion of property located generally east of State Highway 43 and North of US Highway 26 as depicted in the attached exhibit.

Section 8 of the Cooperative Agreement for Sewage Collection and Treatment between Idaho Falls and the District requires that enlargements to the sewer service area be approved by the City of Idaho Falls. The City had previously requested that the District not expand its sewer service area unless alternative means were secured for sewage to reach the Wastewater Treatment Plant. Currently, the Sunnyside Sanitary Sewer Trunk line carries all flow from the District to the Plant. The District did reduce its service area in response to our request and is approximately 197.15 acres smaller than when originally requested by the City. The District's sewer service area would still be approximately 119.27 acres smaller than it was in 2016, if this request is approved.

Public Works Director Chris Fredericksen appeared. Per Councilor Francis, Director Fredericksen stated staff is comfortable with the anticipated flow for development, which is primarily residential development. He noted the existing Wastewater Treatment Plant can serve approximately 17M gallons per day, and currently is serving just over 10M gallons per day. Councilor Freeman noted IBSD has been receptive to the city's request to expand and lose areas.

It was moved by Councilor Freeman, seconded by Councilor Francis, to approve the request to expand the Sewer Service Area for IBSD. The motion carried by the following vote: Aye - Councilors Burtenshaw, Hally, Dingman, Freeman, Francis. Nay - Councilor Radford.

2) Change Order 1 - Thermoplastic Citywide - 2021

Seal coating within the Downtown was completed as part of the City's street maintenance program. The seal coating created the need to replace cross walks, stop bars and other pavement markings, which were not included within the original Thermoplastic Citywide - 2021 project bid schedule.

This change order was established to document and provide payment for the additional 7,614.4 square feet of thermoplastic placed for the original bid price of $7.18/square foot, totaling $54,671.39. The change order constitutes a 66% increase to the original bid cost of $82,483.84.

Director Fredericksen stated the thermoplastic creates a safer walkable environment. He also stated the goal is to spend the budgetary item of $125,000 annually on seal coating and supplement with federal funding. Per Councilor Freeman, Director Fredericksen confirmed this change order required Council approval per a resolution that was executed to approve change orders within 25%. Per Councilor Radford, Director Fredericksen stated the work has been completed as change orders are needed as construction is occurring. Councilors Francis and Freeman expressed their appreciation for the transparency of this item, and for the improvement to the downtown area.

It was moved by Councilor Freeman, seconded by Councilor Radford, to approve the change order and authorization for Mayor to sign the necessary documents. The motion carried by the following vote: Aye - Councilors Hally, Francis, Radford, Dingman, Burtenshaw, Freeman. Nay - none.

3) Change Order 2 - Pop Kroll Street Improvement Utility Plans

This is the second change order for this project. The first change order was executed by staff and established additional payment for removal and replacement of unsuitable material encountered during excavation. The cost of change order 1 amounted to $20,985.00 and was a 16% increase to the original bid of $128,558.30.

Change order 2 addresses a waterline adjustment needed due to road grade elevation changes. Work associated with this change order included the water line elevation adjustment, additional rock excavation and removal and replacement of unsuitable material to accomplish this work. The total cost associated with change order 2 amounts to $29,665.00.

Director Fredericksen stated Pop Kroll Street has never been fully developed. He noted the new building will be shared by the Street and Sanitation Divisions. He also noted without the adjustment the water line would have been 13' deep which is beyond the normal depth for accessibility by the Water Division equipment. Councilor Freeman noted water lines are typically 6' underground.

It was moved by Councilor Freeman, seconded by Councilor Radford, to approve the change order and authorization for Mayor to sign the necessary documents. The motion carried by the following vote: Aye - Councilors Freeman, Radford, Burtenshaw, Francis, Dingman, Hally. Nay -

none.

4) Memorandum of Agreement (MOA) between the Idaho Transportation (ITD), City of Idaho Falls, Bonneville Metropolitan Planning Organization (BMPO), and Greater Idaho Falls Transit (GIFT) for a Transit Pilot Project.

Attached for consideration is a MOA establishing the roles and responsibilities for the GIFT pilot project. The Idaho Transportation Department has secured Federal Fiscal Year 2020 Section 5307 CARES Act funds apportioned to the Idaho Falls urbanized area in the amount of $4,191,157.

The funds will provide for securing a turnkey microtransit service to operate within Idaho Falls. Funds will be used to hire a Transit Coordinator, support operating and capital expenses and purchase of turnkey microtransit services. These funds require no local match and are intended to operate the pilot project for a period of two-years. Exhibit A, attached to the MOA, provides additional information regarding the project including the Scope of Work.

Mayor Casper noted the MOA included in the packet has been superseded by an amended MOA. Director Fredericksen stated this item was previously discussed at a (October 12) Council Work Session as well as the (October 13) BMPO Board Meeting. He noted the transit service in Idaho Falls has been missing for some time, and Council President Dingman has been working tirelessly to bring this back to the city. He also stated the MOA would stand up 6-8 vehicles to operate 14 hours per day, six (6) days per week. Director Fredericksen noted BMPO requested three (3) items for change including the correct address associated with GIFT and two (2) items in Section I of amendments. He also noted Section I would allow changes if needed within the 2-year pilot project. Councilor Hally noted the citizens voted many years ago to allow the city to be a transportation authority which allows access to more funds. Council President Dingman clarified the residents voted to create the Targhee Regional Public Transportation Authority (TRPTA) which operates as GIFT per the official business name. Per Councilor Francis, Director Fredericksen stated any individuals could apply for the Transportation Coordinator per the agency-wide vacancy. Council President Dingman stated she is hopeful for an updated scope of work regarding the Transportation Coordinator and the Request for Proposal (RFP) although it would not impact the MOA. Councilor Radford expressed his appreciation to Council President Dingman for her extensive efforts over the previous two (2) years for this project. He believes this transit service will create opportunities for individuals who may not be able to transport themselves. He also believes this will be an amazing benefit to the community. He is hopeful a scoring system in the RFP would allow electric vehicles to have a benefit in the bid process. Mayor Casper believes electric vehicles may be hindered for a few years pending the catch-up of technology. Councilor Burtenshaw believes a certain population of the community will have the benefit, and this transit service is highly needed in the community. She also believes this is a living document. Mayor Casper stated this is the first step of many steps to come. Councilor Freeman stated this was one (1) of the highest priorities for the Connecting Us-Sustaining Progress (CUSP) Transportation Committee.

It was moved by Councilor Freeman, seconded by Councilor Radford, to approve the MOA

establishing the roles and responsibilities for the GIFT pilot project. The motion carried by the following vote: Aye - Councilors Hally, Radford, Francis, Dingman, Burtenshaw, Freeman. Nay - none.

E. Community Development Services

1) Downtown Parking Memorandum of Understanding between Idaho Falls Downtown Development Corporation (IFDDC) and the City of Idaho Falls.

The attached MOU is for management of downtown parking facilities. The parking spaces are public but managed by IFDDC. The agreement is a renewal for one year. This MOU also outlines fees to be paid for management services. Fees have increased $10,000 over last year for additional facilities IFDDC has been asked to manage.

Community Development Services Director Brad Cramer appeared. He clarified a scrivener's error of the numerical spelling of the dollar amount. Councilor Francis stated this agreement is to protect the downtown businesses to ensure parking is available for their customers.

It was moved by Councilor Radford, seconded by Councilor Francis, to approve the Downtown Parking Memorandum of Understanding between IFDDC and the City of Idaho Falls. The motion carried by the following vote: Aye - Councilors Francis, Dingman, Freeman, Hally, Radford, Burtenshaw. Nay - none.

2) Final Plat, Development Agreement and Reasoned Statement of Relevant Criteria and Standards, Skyline Manor Townhomes.

Attached is the application for the Final Plat, Development Agreement and Reasoned Statement of Relevant Criteria and Standards for Skyline Manor Townhomes. The Planning and Zoning Commission considered this item at its June 1, 2021, meeting and recommended approval by unanimous vote. Staff concurs with this recommendation.

No discussion occurred.

It was moved by Councilor Radford, seconded by Councilor Francis, to approve the Development Agreement for Skyline Manor Townhomes and give authorization for the Mayor and City Clerk to sign said Final Plat. The motion carried by the following vote: Aye - Councilors Freeman, Francis, Hally, Radford, Burtenshaw, Dingman. Nay - none.

The motion was later amended as follows:
It was moved by Council Radford, seconded by Councilor Francis, to amend item E.2)1. to delete the words Final Plat. The motion carried by the following vote: Aye – Councilors Dingman, Burtenshaw, Radford, Hally, Francis, Freeman. Nay – none.

It was moved by Councilor Radford, seconded by Councilor Francis, to accept the Final Plat for Skyline Manor Townhomes and give authorization for the Mayor, City Engineer, and City Clerk to sign said Final Plat. The motion carried by the following vote: Aye - Councilors Dingman, Radford, Francis, Burtenshaw, Hally, Freeman. Nay - none.

It was moved by Councilor Radford, seconded by Councilor Francis, to approve the Reasoned Statement of Relevant Criteria and Standards for the Final Plat for Skyline Manor Townhomes and give authorization for the Mayor to execute the necessary documents. The motion carried by the following vote: Aye - Councilors Radford, Freeman, Burtenshaw, Francis, Dingman, Hally. Nay - none.

3) Final Plat, Development Agreement and Reasoned Statement of Relevant Criteria and Standards, Sand Pointe Division 4.

Attached is the application for the Final Plat, Development Agreement and Reasoned Statement of Relevant Criteria and Standards for Sand Pointe Division 4. The Planning and Zoning Commission considered this item at its April 6, 2021, meeting and recommended approval by unanimous vote. Staff concurs with this recommendation.

No discussion occurred.

Per Mayor Casper, Director Cramer clarified the motion to approve the Development Agreement should not include 'sign said Final Plat'.

It was moved by Councilor Radford, seconded by Councilor Francis, to approve the Development Agreement for Sand Pointe Division 4 and give authorization for the Mayor and City Clerk to sign. The motion carried by the following vote: Aye - Councilors Hally, Burtenshaw, Dingman, Freeman, Francis, Radford. Nay - none.

It was moved by Councilor Radford, seconded by Councilor Francis, to accept the Final Plat for Sand Pointe Division 4 and give authorization for the Mayor, City Engineer, and City Clerk to sign said Final Plat. The motion carried by the following vote: Aye - Councilors Burtenshaw, Hally, Radford, Dingman, Freeman, Francis. Nay - none.

It was moved by Councilor Radford, seconded by Councilor Francis, to approve the Reasoned Statement of Relevant Criteria and Standards for the Final Plat for Sand Point Division 4 and give authorization for the Mayor to execute the necessary documents. The motion carried by the following vote: Aye - Councilors Dingman, Burtenshaw, Francis, Freeman, Hally, Radford. Nay - none.

4) Final Plat, Development Agreement and Reasoned Statement of Relevant Criteria and Standards, Fairway Estates Division No. 29.

Attached is the application for the Final Plat, Development Agreement and Reasoned Statement of Relevant Criteria and Standards for Fairway Estates Division No. 29. The Planning and Zoning Commission considered this item at its June 1, 2021, meeting and recommended approval by unanimous vote. Staff concurs with this recommendation.

It was moved by Councilor Radford to approve the Development Agreement for Fairway Estates Division No. 29 and give authorization for the Mayor and City Clerk to sign.

Councilor Francis questioned the number of remaining lots. Director Cramer stated the lots must be developed which includes utilities and the road. He also stated the correct number is included in the development agreement which is being recorded with the county. He indicated, per the development process, eight (8) lots are left before construction of the bridge is required. Per Councilor Burtenshaw, Director Cramer stated there is no timeframe to develop plats, however plats must be recorded within six (6) months. Per Mayor Casper, Director Cramer stated as development continues, per the preliminary plat, there must be an easterly exit from Fairway Estates which includes a bridge. Councilor Freeman clarified a bridge must be built by the developer, not the city. The motion was then seconded by Councilor Francis. The motion carried by the following vote: Aye - Councilors Francis, Dingman, Freeman, Hally, Radford, Burtenshaw. Nay - none.

It was moved by Councilor Radford, seconded by Councilor Francis, to accept the Final Plat for Fairway Estates Division No. 29 and give authorization for the Mayor, City Engineer, and City Clerk to sign said Final Plat. The motion carried by the following vote: Aye - Councilors Burtenshaw, Hally, Dingman, Radford, Freeman, Francis. Nay - none.

It was moved by Councilor Radford, seconded by Councilor Francis, to approve the Reasoned Statement of Relevant Criteria and Standards for the Final Plat for Fairway Estates Division No. 29 and give authorization for the Mayor to execute the necessary documents. The motion carried by the following vote: Aye - Councilors Hally, Francis, Radford, Dingman, Burtenshaw, Freeman. Nay - none.

5) Final Plat, Development Agreement and Reasoned Statement of Relevant Criteria and Standards, Good Harbor Subdivision.

Attached is the application for the Final Plat, Development Agreement and Reasoned Statement of Relevant Criteria and Standards for Good Harbor Subdivision. The Planning and Zoning Commission considered this item at its April 6, 2021, meeting and recommended approval by unanimous vote. Staff concurs with this recommendation.

It was moved by Councilor Radford, seconded by Councilor Francis, to approve the Development Agreement for Good Harbor Subdivision and give authorization for the Mayor and City Clerk to sign. The motion carried by the following vote: Aye - Councilors Freeman, Radford, Burtenshaw, Francis, Dingman, Hally. Nay - none.

Per Councilor Francis, Director Cramer stated any improvements are paid by the developer. He confirmed all access is from Valencia, there is insufficient space from Sunnyside for an access.

It was moved by Councilor Radford, seconded by Councilor Francis, to accept the Final Plat for Good Harbor Subdivision and give authorization for the Mayor, City Engineer, and City Clerk to sign said Final Plat. The motion carried by the following vote: Aye - Councilors Hally, Radford, Francis, Dingman, Burtenshaw, Freeman. Nay - none.

It was moved by Councilor Radford, seconded by Councilor Francis, to approve the Reasoned Statement of Relevant Criteria and Standards for the Final Plat for Good Harbor Subdivision

and give authorization for the Mayor to execute the necessary documents. The motion carried by the following vote: Aye - Councilors Francis, Dingman, Freeman, Hally, Radford, Burtenshaw. Nay - none.

6) Public Hearing-Part 1 of 2 of the Annexation and Initial Zoning-Annexation Ordinance and Reasoned Statement of Relevant Criteria and Standards for 40.96 acres, Southwest ¼ of the Northeast ¼ of Section 26, Township 2 North, Range 37 East.

Attached is part 1 of 2 of the application for Annexation and Initial Zoning of LC, Limited Commercial Zone with Airport Overlay Controlled Development which includes the Annexation Ordinance and Reasoned Statement of Relevant Criteria and Standards for 40.96 acres, Southwest ¼ of the Northeast ¼ of Section 26, Township 2 North, Range 37 East. The Planning and Zoning Commission considered this item at its July 20, 2021, meeting and recommended approval by a unanimous vote. Staff concurs with this recommendation.

Mayor Casper opened the public hearing and ordered all items presented be entered into the record. She requested applicant presentation.

Kurt Roland, Eagle Rock Engineering, appeared on behalf of the developer. Mr. Roland stated this property will be called The Reserve at Snake River Landing. He noted the property is approximately 37 acres, the right-of-way (ROW) includes the remaining three (3) acres. Mr. Roland indicated the surrounding property and the existing property is A1 Zone, the request is for LC Zone. He identified the property on Pioneer Road.

Mayor Casper requested staff presentation.

Director Cramer appeared. He stated this is a Category A annexation request. He presented the following:
Slide 1 - Property under consideration in current zoning
Slide 2 - Comprehensive Plan Future Land Use Map
Director Cramer identified the current mixed-use zones.
Slide 3 - Aerial photo of property under consideration
Slide 4 - Additional aerial photo of property under consideration
Director Cramer stated the increase in the acreage is due to the platted ROW on Pioneer Road to connect with the existing portion of the city.
Slide 5 - Airport Overlay
Director Cramer stated there are no development restrictions other than height for this area.
Slide 6 - Photos looking east across the property

Per Councilor Freeman, Director Cramer believes the strip on the southeast side is a remnant piece of land, this strip is not a road. Councilor Burtenshaw questioned creating an island on the southern end. Director Cramer noted that specific parcel is different ownership from the parcel under consideration. Per Councilor Radford, Director Cramer stated utilities exist on each end of the property and in the immediate area. Also per Councilor Radford, Director Cramer identified the county parcels. Mayor Casper questioned the annexation of Pioneer

Road. Director Cramer stated, at a minimum, the property owner would annex the ROW adjacent to the property as part of the development, which is the vast majority of Pioneer Road. He noted the city has already annexed Pioneer Road to the north, this annexation is filling in the remaining gap of Pioneer Road. He also noted the responsibilities of the roadway will be identified at time of platting.

Mayor Casper requested public comment. No one appeared. Mayor Casper closed the public hearing.

Councilor Radford stated he has reservations of housing close to interstates although he realizes that's an individuals' decision. Councilor Francis believes this may be considered infill in the future. Councilor Radford stated he supports the road issues as this is problematic for Public Works.

It was moved by Councilor Radford, seconded by Councilor Francis, to approve the ordinance annexing 40.96 acres, Southwest ¼ of the Northeast ¼ of Section 26, Township 2 North, Range 37 East under a suspension of the rules requiring three complete and separate readings and request that it be read by title and published by summary. The motion carried by the following vote: Aye - Councilors Freeman, Francis, Hally, Radford, Burtenshaw, Dingman. Nay - none.

At the request of Mayor Casper, the City Clerk read the ordinance by title only:
ORDINANCE NO. 3417
AN ORDINANCE OF THE CITY OF IDAHO FALLS, IDAHO, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO; PROVIDING FOR THE ANNEXATION OF APPROXIMATELY 40.96 ACRES DESCRIBED IN EXHIBIT A OF THIS ORDINANCE, AMENDING THE LEGAL DESCRIPTION OF THE CITY WITH THE APPROPRIATE COUNTY AND STATE AUTHORITIES; AND PROVIDING SEVERABILITY, PUBLICATION BY SUMMARY, AND ESTABLISHING EFFECTIVE DATE.

It was moved by Councilor Radford, seconded by Councilor Francis, to approve the Reasoned Statement of Relevant Criteria and Standards for the annexation as previously described and give authorization for the Mayor to execute the necessary document. The motion carried by the following vote: Aye - Councilors Dingman, Radford, Francis, Burtenshaw, Hally, Freeman. Nay - none.

7) Public Hearing-Part 2 of 2 of the Annexation and Initial Zoning of LC, Limited Commercial Zone with Airport Overlay Controlled Development, Initial Zoning Ordinance and Reasoned Statement of Relevant Criteria and Standards, 40.96 acres, Southwest ¼ of the Northeast ¼ of Section 26, Township 2 North, Range 37 East.

Attached is part 2 of 2 of the application for Annexation and Initial Zoning of LC with Airport Overlay Controlled Development which includes the Initial Zoning Ordinance and Reasoned Statement of Relevant Criteria and Standards for 40.96 acres, Southwest ¼ of the Northeast ¼ of Section 26, Township 2 North, Range 37 East. The Planning and Zoning Commission considered this item at its July 20, 2021, meeting and recommended approval of LC with Airport Overlay by a unanimous vote. Staff recommends the requested zoning of LC with Airport Overlay Controlled Development.

It was moved by Councilor Radford, seconded by Councilor Francis, to assign a Comprehensive Plan Designation of "Higher Density Residential and Medical Service Centers" and approve the Ordinance establishing the initial zoning for LC with Airport Overlay Controlled Development as shown in the Ordinance exhibits under a suspension of the rules requiring three complete and separate readings and request that it be read by title and published by summary, 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. The motion carried by the following vote: Aye - Councilors Radford, Freeman, Burtenshaw, Francis, Dingman, Hally. Nay - none.

At the request of Mayor Casper, the City Clerk read the ordinance by title only:
ORDINANCE NO. 3418
AN ORDINANCE OF THE CITY OF IDAHO FALLS, IDAHO, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO; PROVIDING FOR THE INITIAL ZONING OF APPROXIMATELY 40.96 ACRES DESCRIBED IN EXHIBIT A OF THIS ORDINANCE AS LC, LIMITED COMMERCIAL ZONE WITH AIRPORT OVERLAY CONTROLLED DEVELOPMENT ZONE; AND PROVIDING SEVERABILITY, PUBLICATION BY SUMMARY, AND ESTABLISHING EFFECTIVE DATE.

It was moved by Councilor Radford, seconded by Councilor Francis, to approve the Reasoned Statement of Relevant Criteria and Standards for the Initial Zoning of LC with Airport Overlay Controlled Development and give authorization for the mayor to execute the necessary documents. The motion carried by the following vote: Aye - Councilors Hally, Burtenshaw, Dingman, Freeman, Francis, Radford. Nay - none.

8) Public Hearing-Part 1 of 2 of the Annexation and Initial Zoning-Annexation Ordinance and Reasoned Statement of Relevant Criteria and Standards for 13.43 acres, Southeast ¼ of Section 30, Township 3 North, Range 38 East.

Attached is part 1 of 2 of the application for Annexation and Initial Zoning of R2, Mixed Residential with Airport Overlay which includes the Annexation Ordinance and Reasoned Statement of Relevant Criteria and Standards for 13.43 acres, Southeast ¼ of Section 30, Township 3 North, Range 38 East. The Planning and Zoning Commission considered this item at its April 6, 2021, meeting and recommended approval by a unanimous vote. Staff concurs with this recommendation.

Mayor Casper opened the public hearing and ordered all items presented be entered into the record. She requested applicant presentation.

Blake Jolley, Connect Engineering, appeared. Mr. Jolley stated as Planning and Zoning (P&Z) reviewed and Council approved the Comprehensive (Comp) Plan amendment several months ago, the amendment adjusted this area and the intersection to the east. He also stated the zoning request is R2, which is the current zone of the adjacent property in the county as of this date.

Mayor Casper requested staff presentation.

Director Cramer appeared. He stated this is a Category A annexation request with R2 zoning. He presented the following:
Slide 1 - Property under consideration in current zoning
Director Cramer stated this property is contiguous to the southern property.
Slide 2 - Comprehensive Plan Future Land Use Map
Director Cramer stated, per the Comp Plan map included in packet, that lower density was true several months ago although since that time the Council voted to amend the Comp Plan map in this area specifically as a result of this application. The zoning was changed from lower-density residential to a mix of higher-density, employment center, and commercial. Director Cramer stated this changes the anticipated land uses near this area, the requested R2 is consistent with the Comp Plan, and this intersection was identified as a walkable center with neighborhood services. Director Cramer identified this area near the Sage Lakes Golf Course and west of the intersection of Lewisville Highway and 65th N.
Slide 3 - Aerial photo of property under consideration
Director Cramer stated there is single-family housing to the southwest, some larger lot development adjacent to this parcel, and a platted division to the southeast.
Slide 4 - Additional aerial photo of property under consideration
Slide 5 - Area of Impact (AOI) Map
Director Cramer stated Category A can legally be annexed outside of the AOI, noting this parcel is currently outside of the AOI. He also noted this map is the proposed AOI map that was previously proposed to the county. He explained, per the AOI map, arterial roadways are not good jurisdictional boundaries, and the boundary line was proposed to move beyond the arterial to allow development as well as a transition to the county. He noted this boundary line is on 65th N but not Lewisville Highway due to the lack of utilities.
Slide 6 - Utility Map
Director Cramer stated sewer and water are currently just west of the golf course, and power is in this area. He also stated a developer is actively replating the area but utilities are not currently in the ground.
Slide 7 - Photos of the property, including the canal

Per Councilor Freeman, Director Cramer stated State law allows crossing bodies of water, roadways, and highways for annexation as being contiguous. He also stated staff prefers to pick these up whenever possible to eliminate the question of contiguity. Per Councilor Francis, Director Cramer does not believe the city has gone beyond the AOI in the previous four (4) years for annexations. Also per Councilor Francis, Director Cramer stated services would have to be developed per county standards if not annexed, including a possible community water system, septic services, and Rocky Mountain Power (RMP). Per Councilor Burtenshaw, Director Cramer stated there are no legal ramifications for a Category A annexation outside of the AOI as long as the property is contiguous. Per Councilor Radford, Director Cramer stated the roadway will become a city roadway.

Mayor Casper requested public comment. No one appeared.

Per Councilor Francis, Mr. Jolley believes the best use of the property would be to develop inside the city due to the available utility services.

Mayor Casper closed the public hearing.

Councilor Radford noted this piece of property was previous property within his family and he's personally excited to see this property annexed. He stated he prefers to limit annexations on the fringes although he wants to ensure there are walkable centers that have livable corridors and have commercial opportunities. He believes the opportunity to surround the golf course with city property makes sense. He reiterated he's committed to slow the process of growing the fringe as he does not believe funds will be available in future years for sewer lines and roads at the current rate of growth. Councilor Francis believes the city is committing to precedence if the city goes beyond the AOI although he believes the better service is the city service. Councilor Freeman believes this may be an opportunity to show that the AOI should have been expanded. He also reiterated this is a Category A annexation, this annexation is not being forced. Councilor Burtenshaw believes there is no AOI on this lot as the boundary is right on the city line. She believes this piece should be brought into the city. Councilor Hally stated he is pleased to see development on this side of the city. He would prefer commercial development in this area although he believes commercial development will follow residential development. He indicated there is a 10% premium on housing or structures surrounding the golf courses. Mayor Casper believes Category A annexation connotes the property owners' will, and those property rights should be respected.

It was moved by Councilor Radford, seconded by Councilor Francis, to approve the ordinance annexing 13.43 acres, Southeast ¼ of Section 30, Township 3 North, Range 38 East under a suspension of the rules requiring three complete and separate readings and request that it be read by title and published by summary. The motion carried by the following vote: Aye - Councilors Burtenshaw, Hally, Radford, Dingman, Freeman, Francis. Nay - none.

At the request of Mayor Casper, the City Clerk read the ordinance by title only:
ORDINANCE NO. 3419
AN ORDINANCE OF THE CITY OF IDAHO FALLS, IDAHO, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO; PROVIDING FOR THE ANNEXATION OF APPROXIMATELY 13.430 ACRES DESCRIBED IN EXHIBIT A OF THIS ORDINANCE, AMENDING THE LEGAL DESCRIPTION OF THE CITY WITH THE APPROPRIATE COUNTY AND STATE AUTHORITIES; AND PROVIDING SEVERABILITY, PUBLICATION BY SUMMARY, AND ESTABLISHING EFFECTIVE DATE.

It was moved by Councilor Radford to approve the Reasoned Statement of Relevant Criteria and Standards for the annexation as previously described and give authorization for the Mayor to execute the necessary documents. Councilor Francis noted the Reasoned Statement of Relevant Criteria and Standards should be amended to not include line 3 regarding the AOI. It was then moved by Councilor Radford, seconded by Councilor Francis, to amend the motion to

strike line 3. that states the property is within the city's Area of Impact. The motion carried by the following vote: Aye - Councilors Dingman, Burtenshaw, Francis, Freeman, Hally, Radford. Nay - none.

9) Public Hearing-Part 2 of 2 of the Annexation and Initial Zoning of R2, Mixed Residential with Airport Overlay Approach Surface, Initial Zoning Ordinance and Reasoned Statement of Relevant Criteria and Standards, 9.8604 acres, Southeast ¼ of Section 30, Township 3 North, Range 38 East.

Attached is part 2 of 2 of the application for Annexation and Initial Zoning of R2 with Airport Overlay Approach Surface which includes the Initial Zoning Ordinance and Reasoned Statement of Relevant Criteria and Standards for 9.8604 acres, Southeast ¼ of Section 30, Township 3 North, Range 38 East. The Planning and Zoning Commission considered this item at its April 6, 2021, meeting and recommended approval of R2 with Airport Overlay by a unanimous vote. Staff concurs with this recommendation.

It was moved by Councilor Radford, seconded by Councilor Francis, to assign a Comprehensive Plan Designation of "Higher Density" and approve the Ordinance establishing the initial zoning for R2 with Airport Overlay Approach Surface as shown in the Ordinance exhibits under a suspension of the rules requiring three complete and separate readings and request that it be read by title and published by summary, 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. The motion carried by the following vote: Aye - Councilors Francis, Dingman, Freeman, Hally, Radford, Burtenshaw. Nay - none.

At the request of Mayor Casper, the City Clerk read the ordinance by title only:
ORDINANCE NO. 3420
AN ORDINANCE OF THE CITY OF IDAHO FALLS, IDAHO, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO; PROVIDING FOR THE INITIAL ZONING OF APPROXIMATELY 13.430 ACRES DESCRIBED IN EXHIBIT A OF THIS ORDINANCE AS R2, MIXED RESIDENTIAL ZONE WITH AIRPORT OVERLAY APPROACH SURFACE ZONE; AND PROVIDING SEVERABILITY, PUBLICATION BY SUMMARY, AND ESTABLISHING EFFECTIVE DATE.

It was moved by Councilor Radford, seconded by Councilor Francis, to approve the Reasoned Statement of Relevant Criteria and Standards for the Initial Zoning of R2 with Airport Overlay Approach Surface and give authorization for the Mayor to execute the necessary documents. The motion carried by the following vote: Aye - Councilors Burtenshaw, Hally, Dingman, Radford, Freeman, Francis. Nay - none.

10) Public Hearing: Amendment of Title 11 of City Code, Requiring Neighborhood Meetings for Certain Land Use Applications.

For consideration on the regular agenda is an ordinance requiring a neighborhood meeting to be held prior to applications for preliminary plats, planned unit developments, rezones, and conditional use permits. The neighborhood meeting gives the developer an opportunity to share their development concept with the community and allows neighbors to ask questions

and to discuss concerns related to the development proposal prior to the Planning Commission public meeting. This ordinance was considered by the Planning and Zoning Commission at its August 3, 2021 and recommended for approval by a 3-1 vote. Staff concurs with this recommendation.

Mayor Casper opened the public hearing and ordered all items presented be entered into the record. She requested staff presentation.

Director Cramer appeared. He stated this item was discussed in a previous (September 7, 2021) Work Session. He also stated preliminary plats are the exception for a quasi-judicial hearing and therefore is not required by the State. He noted this ordinance amendment would do away with the public hearing for preliminary plats, which typically occurs only at P&Z, although it does not do away with the right for a public hearing as State code preserves the right for citizens to hold a public hearing with submittal of a petition. A public hearing must be considered with one (1) signature, and a public hearing would be required if the petition has 20 signatures. Director Cramer stated neighborhood meetings would be required to be held prior to an application being submitted to the city. He explained that an application to the city requires so much detail, especially with a preliminary plat, that a significant amount of time and money has already been invested into the plan. The idea for the neighborhood meeting is to allow a realistic timeframe for any changes that can be made to the plan prior to an application being submitted. Director Cramer stated, as part of the application process, the applicant would have to submit proof of the neighborhood meeting, notes from the meeting, and demonstrate how concerns raised or requested changes were/were not addressed. Councilor Francis expressed his concern per the P&Z notes referring to the role of the P&Z as he realizes the amount of volunteer time by the P&Z. However, he stated he is in favor of developers showing their proposed ideas to calm individuals' fears. Director Cramer commended the P&Z for their dedication and their decision making and recommendations. He believes the P&Z would only potentially lose the public hearing for a preliminary plat as the normal part of the process. The P&Z would still hold hearings for the other items, and they are the primary recommended body for the Council. Director Cramer stated this is one small thing for the P&Z. He also stated the hearings could still be held with P&Z. Mayor Casper indicated P&Z would continue to approve plats, meeting notes would be used versus a hearing as a basis for their decision. Mr. Kirkham stated the P&Z decision making is limited, the P&Z is making sure the plat meets the conditions in the current subdivision code. He also stated instead of P&Z receiving direct public input, they would receive notes from the neighborhood meeting as well as motions from the public to have a hearing. He reiterated hearings would still be required if requested. Councilor Burtenshaw expressed her concern for the developer potentially not giving accurate information or misrepresenting information from the neighborhood meeting to P&Z and the only way to address any concerns would be to pay for an appeal. She suggested a slower start versus immediately cutting the public out of the process that they have been used to. Mr. Kirkham clarified a fee would not be required for an appeal. He explained the Section in the proposed ordinance for a petition. Director Cramer explained the appeal period. Council President Dingman believes the neighborhood meeting

adds a new layer of communication and requirement for the developer and this is a reasonable hurdle in a transitional time which could be reviewed in the future. She also believes the city wants to encourage relationship building and wants to discourage discontent and she is hopeful the neighborhood meetings will create a relationship and will solve problems in advance although she does not understand the additional layer for someone to express their concern or opinion. Mayor Casper believes communication is needed due to some hearings only covering a narrow scope and homeowners are not getting a chance to say anything satisfying because they don't get a response and there is no dialogue. Per Mayor Casper, Director Cramer stated the neighborhood meeting concept is not new, several communities hold these meetings, and the Comp Plan has recommended a process since 1995 to involve neighbors early in the development process. He also stated this particular model is mainly based off Lewiston/Moscow Idaho, although the city process is simpler. He clarified the neighborhood meeting is not to cut off the public comment as he indicated staff works really hard to hear from the public. He also indicated the concern with preliminary plat hearings is they are setting up false expectations. He noted research from Assistant Planning Director Kerry Beutler regarding the 24 preliminary plats since 2016 indicated P&Z has no control over or the ability to adjust any of the issues identified including lot sizes, traffic patterns, or housing types which creates frustration on both sides. He indicated staff was trying to take that element of frustration somewhere else where these issues could be talked about and to simplify the overall process while not adding another layer on both sides. Mayor Casper apologized if she mis-spoke. Councilor Radford indicated he and Councilor Francis worked on this proposed ordinance for a year to try and find a solution to the frustration. He believes the neighborhood meeting could benefit the developer and could help the process. Per Mayor Casper, Director Cramer stated a guidebook has been developed for more than a year that describes the process, including minute-taking. He indicated the developers who have been doing neighborhood meetings have had far more success at the public hearings throughout the process as the neighbors believe they were heard. He also indicated smart developers will make requested changes as best that they can. He believes if a developer shows up with poor minutes, and a room full of individuals are clearly not happy, those individuals will not accept that and they have the right to request a hearing. He also believes the P&Z will not accept shoddy minutes. Per Council President Dingman, Director Cramer explained the public hearing request by one (1) individual and the requirement by 20 individuals. Councilor Burtenshaw stated she doesn't want to take that extra step at this time although she expressed her appreciation for the neighborhood meeting. She believes if the neighborhood meeting is presented well the developer should have success at the P&Z. Director Cramer stated a developer must go to P&Z regardless, the difference is the process as a business item can move quickly, where a public hearing, which requires advertising, is a more complex process which is causing a delay up front. Mayor Casper believes being pro-development is understanding that time is money. She also believes the neighborhood meeting may streamline the process and may speed up the timeframe by several weeks. Per Councilor Francis, Director Cramer stated P&Z has several options if they are dissatisfied with a request. Mr. Kirkham reiterated the public hearing is to verify the plat meets the conditions of the city's zoning and subdivision ordinances. Councilor Burtenshaw believes the public hearing is a way for similar comments to

possibly change the subdivision code over time. Per Councilor Radford, Mr. Kirkham stated public hearings are required per the Local Land Use Planning Act (LLUPA) to change the subdivision ordinance or zoning codes which is the opportunity for individuals to comment and weigh in. Councilor Radford believes the subdivision code may need tweaked more often and regularly. He also believes hearing from the public helps the Council make good decisions moving forward. He noted the Council will still hear controversial issues. Council President Dingman referenced the paragraph in Section 2 (C) regarding a Petition for Public Hearing, stating this paragraph is not clear. Mayor Casper believes this language could be clarified.

Mayor Casper requested any public testimony.

Blake Jolley appeared. Mr. Jolley stated he is asked regularly by developers how fast a project can be completed. He believes this ordinance may speed up the process, which would be much appreciated by the development community. He questioned if a neighborhood meeting is held, and a petition is granted between the 6-week period, this process be would extended another six (6) weeks per project. He believes most projects, realizing this would only be for preliminary plats, would receive a petition and, therefore, the project would be extended to 12 weeks. Councilor Burtenshaw believes an automatic hearing would allow six (6) weeks and not the additional six (6) weeks. She questioned if this would be to the advantage of the developer. Director Cramer believes an appeal could delay a project, noting P&Z typically only meets once a month. Per Councilor Radford, Director Cramer stated there have been five (5) appeals per the 24 preliminary plats since 2016. Mr. Jolley reappeared. He stated he appreciates the opportunity for a neighborhood meeting, even if this means an extra step for the developer, as he believes a lot of concerns can be addressed and resolved. He noted not all concerns/changes have to be done if they meet the minimum requirements of the subdivision ordinance. He also believes the neighborhood meeting could occur between the time of application and the actual hearing. Per Councilor Radford, Mr. Jolley would prefer the predictability of six (6) weeks.

Mayor Casper closed the public hearing.

Mayor Casper reviewed options available to the Council. She expressed her concern that if this ordinance is tabled, that follow-up discussion and decision occur before year end due to the new development season which would allow ample community training. Brief discussion followed regarding potential motions. Mr. Kirkham stated if Council does not approve the ordinance, it would be helpful that Council provides specific language. Councilor Burtenshaw prefers to table the ordinance with some direction for staff. Councilor Francis believes all statements for the neighborhood meeting are good, he also believes the wording for an appeal may need clarified. Per Mr. Kirkham, Council is in favor of the requirement for a neighborhood meeting. Following additional discussion, it was moved by Councilor Radford, seconded by Councilor Francis, to table the item with a date certain for discussion at a Work Session with approval at the following City Council Meeting, and whether to automatically hold a public hearing or should it be not part of the process. Mr. Kirkham indicated he would provide two (2)

options of the proposed ordinance. It was clarified that legal staff and Community Development Services will need to modify the section referring to what happens after the neighborhood meeting. Mayor Casper stated Council needs to be prepared to discuss the layering of a new requirement on top of the existing process and if that is a good idea. She believes in some cases this may be good, although this also may add another process for developers. Councilor Hally believes some developers may not mind a neighborhood meeting as it may save some time as there is still a chance for a public hearing. Councilor Burtenshaw expressed her concern for the potential of 12 weeks. Councilor Francis believes this needs to be written to meet the need for consistency and efficiency. Per Mayor Casper, Mr. Kirkham stated amended versions of the ordinance will be written and presented to Council. It was then moved by Councilor Radford, seconded by Councilor Francis, to table this item and move as quickly as possible per the directors and liaisons based on content of the discussion. The motion carried by the following vote: Aye - Councilors Hally, Francis, Radford, Dingman, Burtenshaw, Freeman. Nay - none.

7. Announcements.

Councilor Radford announced that events are occurring each weekend at the zoo. Mayor Casper announced forums are occurring for the City Council and Mayoral races in the coming weeks.

8. Adjournment.

There being no further business, the meeting adjourned at 10:54 p.m.

_____ _____

Kathy Hampton, City Clerk | Rebecca L. Noah Casper, Mayor

Memorandum

File #: 21-262 **City Council Meeting**

FROM: Pam Alexander, Municipal Services Director
DATE: Tuesday, September 28, 2021
DEPARTMENT: Municipal Services

Subject

Approval of Sublease Between Senior Citizens' Community Center and Serenity Hall

Council Action Desired

☐ Ordinance ☐ Resolution ☐ Public Hearing

☒ Other Action (Approval, Authorization, Ratification, etc.)

Approve a sublease between the Senior Citizens' Community Center and Serenity Hall (12-Step Program) or take other action deemed appropriate.

Description, Background Information & Purpose

The Senior Citizens' Community Center is currently under a long-term lease with the city. The property is located at 535 W. 21st Street. The lease agreement provides the Senior Citizens' Community Center the ability to sublease the property with prior consent of the city. During the City Council work session held on Monday, September 20, 2021, the Municipal Services Department presented a proposal for Serenity Hall to be relocated to the basement of the Senior Center. The City's Attorney's Office has prepared a sublease agreement for Serenity Hall membership to access the basement of the facility for a 3-year term beginning December 1, 2021, for $275.00 per month. Both organizations agree that sharing this space will be beneficial to both organizations.

Alignment with City & Department Planning Objectives



☐ ☒ ☐ ☐ ☐ ☐ ☐ ☐

This sublease supports the good governance community-oriented result by supporting decision-making with timely and accurate short-term and long-range analysis for the maintenance of city-owned property.

Interdepartmental Coordination

The Municipal Services Department administers both lease agreements.

Fiscal Impact

The monthly lease amount of $275.00 will be paid to the Senior Citizens' Community Center.

Legal Review

The City Attorney concurs that the Council action desired is within State Statute and within the terms of the lease agreements.

SUBLEASE AGREEMENT BETWEEN SENIOR CITIZENS' COMMUNITY CENTER, INC. AND 12-STEP PROGRAM OF IDAHO FALLS

THIS SUBLEASE AGREEMENT (hereinafter "Sublease") made this ____ day of_____, 2021, is made by and between Senior Citizens' Community Center, Inc., (hereinafter "SENIORS") whose address is 535 W. 21st Street, Idaho Falls, Idaho 83402 and 12-Step Program of Idaho Falls (hereinafter "SUBTENANT"), a non-profit organization, whose address is PO Box 2237, Idaho Falls, Idaho 83403.

1. Subleased Premises. SENIORS agrees to Sublease to SUBTENANT, subject to the terms and conditions of this Sublease at the designated area provided at 535 W. 21st Street, Idaho Falls, Idaho. SUBTENANT shall also have shared access to the restroom located within the building.

2. Term. The term of this Sublease shall be for a minimum of two -years beginning December 1, 2021 to November 30, 2023. except as terminated earlier according to the provisions below. SUBTENANT shall have the right and option to renew this Sublease for one (1) additional consecutive annual term. SUBTENANT shall give SENIORS sixty (60) days' notice to renew prior to termination.

3. Termination for Public Use. This Sublease may be terminated by SENIORS at any time when SENIORS, in its sole judgment, determines that any or all of the Subleased Premises is needed for public use, the public good, or for any other reason. In the event of such termination, SUBTENANT shall be given thirty (30) days prior written notice of such termination.

4. SUBTENANT's Termination. SUBTENANT may terminate this Sublease at any time with thirty (30) days' notice to the SENIORS, at SUBTENANT's sole discretion.

5. Payment. SUBTENANT agrees to pay a Sublease payment to SENIORS of two-hundred seventy-five dollars ($275.00) per month, with each monthly payment due on the first (1st) day of each calendar month throughout the term of this Sublease. The Sublease payment shall be delivered to SENIORS at 535 W. 21st Street, Idaho Falls, Idaho 83402.

6. Acceptance and Care of Subleased Premises. SUBTENANT agrees that it is subleasing the Subleased Premises "AS IS, WHERE IS AND WITH ALL FAULTS", and SENIORS makes no warranties of any sort regarding the Subleased Premises. SENIORS will not make any improvements to the Subleased Premises in connection with the execution or performance of this Sublease. All additional required subtenant improvements shall be the responsibility of SUBTENANT, be constructed or installed at SUBTENANT's sole cost and expense and be subject to the provisions of this Sublease. SUBTENANT acknowledges having thoroughly examined the Subleased Premises and accepts the same in its present condition and waives all claims of any nature that may arise therefrom.

7. Permitted Uses/SUBTENANT Responsibilities. SUBTENANT is permitted all normal activities associated with the operation of the Senior Citizens' Community Center. SUBTENANT shall provide the following:

a. Proper disposal of any trash or waste material; and
b. Subtenant shall be responsible to restore to original condition any non-structural damage to the areas designated for subtenant use. and
c. Cleaning and custodial services for the Subleased Premises and restroom; and
d. Any special conditions of use or occupancy for certain activities designated to the subtenant.
e. City will install at its own expense a lockable gate or door at top of the stairs.
f. City will, at its own expense will renovate maintenance closet for subtenant use.

8. Default. If SUBTENANT defaults, SENIORS may elect by notice to SUBTENANT to terminate this Sublease. SUBTENANT shall have the option to cure the default within a thirty (30) day period. If the SUBTENANT does not complete the required cure, the SUBTENANT shall immediately vacate the Subleased Premises and deliver possession to SENIORS, and SENIORS may repossess the Subleased Premises and may, at SUBTENANT's sole cost, remove any of SUBTENANT's Subleased Premises, without relinquishing its right to receive the Sublease payment or enforce any other right against SUBTENANT. If SENIORS terminates the Sublease for SUBTENANT's default, SUBTENANT shall pay to SENIORS all Sublease payments due on or before the date of termination.

9. Sublease Extension or Amendment. The Parties may extend or amend this Sublease upon the mutual written consent of both Parties.

10. Assignment. SUBTENANT may not assign or sublease its interest in this Sublease.

11. SENIORS'S Right of Entry. SENIORS retains its right to access the Subleased Premises for the purposes of inspection with one (1) week prior notification to the SUBTENANT, unless significant safety concerns require inspection without or with less notification. If such shortened notice for inspection is required, SENIORS will make reasonable efforts to notify SUBTENANT of intent to inspect or will notify SUBTENANT as soon after the inspection as possible.

12. Removal at End of Leave. SUBTENANT agrees at the end of the Sublease to remove its goods and effects and to peaceably surrender to SENIORS the Subleased Premises and restore the subleased designated area to its original condition. If SUBTENANT fails to remove its goods and effects within thirty (30) days following expiration of the Sublease term title to all such goods and services shall become SENIORS's automatically and without further action in law or equity.

13. Venue and Jurisdiction. This Sublease shall be governed by the laws of the State of Idaho. The venue for any action arising out of this Sublease shall be exclusively in the District Court of the Seventh Judicial of the State of Idaho, Bonneville County or in the United States District Court for the District of Idaho.

14. Compliance with Law. SUBTENANT agrees to comply with all ordinances, laws, statutes or regulations applicable with respect to the use of the Subleased Premises and facilities. SUBTENANT shall have the sole responsibility of obtaining all licenses, permits, or other approvals with respect to its use of the Subleased Premises or the construction of any improvements upon the Subleased Premises.

15. Compliance with Environmental Laws. SUBTENANT agrees that it will not treat, store, manufacture, dispose, use, or allow the use of any "hazardous substance" upon the Subleased Premises, as such term is defined under the Comprehensive Environmental Response, Compensation and Liability Act of 2980 ("CERCLA", 42 U.S.C. § 9601, et seq.), the Clean Water Act, ("CWA", 33 U.S.C. § 1251, et seq.), the Toxic Substances Control Act ("TSCA", 15 U.S.C. § 7401, et seq.), the Resource Conservation and Recovery Act of 1976 (RCRA", 42 U.S.C. § 6901, et seq.), the Idaho Environmental Protection and Health Act of 1972 ("IEPHA", Title 39, Chapter I , Idaho Code), the Idaho Hazardous Waste Management Act of 1983 ("IHWMA", Title 39, Chapter 44, Idaho Code) or any other similar state or federal law or regulation regulating the use, storage, transport or manufacture or a hazardous substance.

SENIORS and its agents, attorneys, employees, consultants, and contractors, hereby reserve the right to enter upon and inspect the Subleased Premises and facilities Subleased hereby at any time for the purpose of determining SUBTENANT's compliance with the provisions of this Section, including, without limitation, the right to perform such inspections, examinations, subsurface testing, soils and ground water testing and other tests necessary to protect the SENIORS'S interest in the Subleased Premises and ensure SUBTENANT's compliance with the terms and provisions of this Section.

In the event SUBTENANT's failure to comply with the terms and provisions of said environmental laws and regulations, the SENIORS may immediately and without prior notice enter upon the Subleased Premises and take such response action as reasonably necessary to bring the Subleased Premises into compliance with such laws and comply with any response action taken by any agency charged with the enforcement thereof. In such event, all costs, expenses and consultants' fees incurred by the SENIORS shall be promptly and immediately paid by SUBTENANT, and together with interest at a rate of twelve percent (12%) per annum until paid, from the date such costs were incurred by SENIORS.

In the event SUBTENANT has used, stored, or transported a hazardous substance upon the Subleased Premises, SENIORS may, at the termination of this Sublease, perform an environmental audit of such scope and extent determined necessary by SENIORS, in order to determine SUBTENANT's compliance with the terms and provisions of this Section. Such audit shall be performed at the sole expense of SUBTENANT.

SUBTENANT agrees to indemnify and save the SENIORS harmless from any and all damages, remedial orders, judgments, decrees, costs and expenses, including but not limited to attorney's fees, consultants' fees, clean-up costs, removal and response costs arising from SUBTENANT's failure to strictly comply with the terms and provisions of this Section. The terms and provisions of this Section shall survive the termination of the Sublease and shall remain in effect for the full period of any statute of limitations with respect to the enforcement of such

environmental laws and regulations, or the terms and conditions of the Sublease, whichever is longer.

16. Indemnification. SUBTENANT, agrees to indemnify, defend, and hold SENIORS, its agents, officers, representatives, and employees harmless from any and all costs, expenses, fees, penalties, liability or loss resulting from any claim or claims, of any kind or nature arising directly from the acts of SUBTENANT, its agents, servants, guests, employees or invitees, under this Sublease or by reason of any act or omission of SUBTENANT.

17. Non-discrimination. SUBTENANT shall not discriminate against any employee or applicant for employment on the basis of race, color, religion, creed, political ideals, sex, age, marital status, physical, or mental handicap, gender identity/expression, sexual orientation, or national origin.

18. Paragraph Headings. The section headings herein set forth are provided only for the convenience of the Parties in locating various provisions of the Sublease, and are not intended to be aids in interpretation of any provision of the agreement with respect to which the Parties might disagree at some future time, and shall not be considered in any way in interpreting or construing any provision of the Agreement.

19. Notices. All notices required or permitted to be given pursuant to the terms hereof shall be deemed to have been delivered upon deposit in the United States mail, postage prepaid, certified mail, return receipt requested at the following address, or such other address which may be delivered in writing to the receiving party:

Senior Citizens' Community Center
535 W. 21st Street
Idaho Falls, ID 83402

Attn: Teresa Dowell/Henry Elder
12-Step Program of Idaho Falls
PO Box 2237
Idaho Falls, Idaho 83403

20. Waiver/Invalidity. If either party waives a breach of this Sublease, such waiver shall not be construed as a waiver of any other simultaneous or subsequent breach of Sublease. If any provision of this Sublease is found invalid, such invalidity shall not affect the enforceability of any other term or provision of this Sublease.

21. Binding Effect. This Sublease shall be binding upon the heirs, successors, personal representatives or assigns of the parties hereto.

22. Section Headings. The section headings herein set forth are provided only for the convenience of the parties in locating various provisions of the Sublease and are not intended to be aids in interpretation of any provision of the Sublease with respect to which the parties might

disagree at some future time, and shall not be considered in any way in interpreting or construing any provision of the Sublease.

23. Complete Agreement. This writing evidences the complete and final agreement of the parties on this subject matter and all other previous agreements, representations, negotiations or statements not expressly set forth herein shall be of no force or effect. This Sublease shall not be modified except in a writing signed by both of the parties hereto.

This Sublease shall be effective as of this _____ day _____, 2021.

IN WITNESS WHEREOF, the parties hereto have executed this Sublease.

Senior Citizens' Community Center, Inc.

_____

SUBTENANT:

_____
By:

STATE OF IDAHO)
) ss.
County of Bonneville)

On this _____ day of _____, 2021, before me, the undersigned, a notary public for Idaho, personally appeared _____, known to me to be the _____ of the Senior Citizens' Community Center, Inc., and acknowledged to me that they are authorized to execute the same for and on behalf of said incorporation.

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

_____
Notary Public for State of Idaho
(Seal) Residing at _____
My Commission Expires: _____

STATE OF IDAHO)
) ss:
County of Bonneville)

On this _____day of _____, 2021, before me, the undersigned, a notary public, in and for said State, personally appeared _____ known or identified to me to be the person whose name is subscribed to the within instrument and acknowledged to me that they are authorized to executed the same for and on behalf of 12-Step Program of Idaho Falls.

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

_____
Notary Public for State of Idaho
(Seal) Residing at _____
My Commission Expires: _____

City of Idaho Falls

City Property Discussion
600 S. Boulevard
Monday, September 20, 2021

IDAHO FALLS



Property Description

- City purchased land and building in 1963 for $22,000
- City purchased parking lot in 1974 for $7,000
- Appraisal – September 10





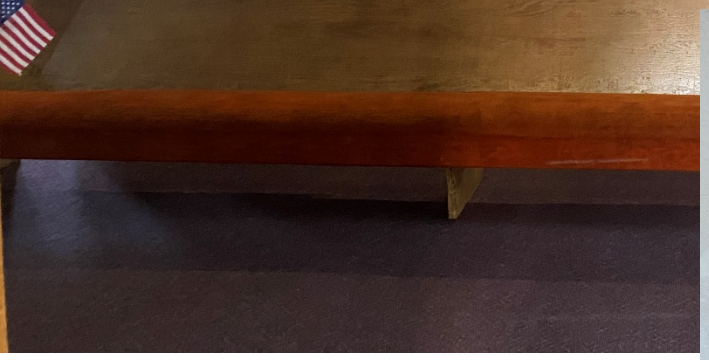






- 1982/1983 - Leased to AA organization (Serenity Hall)
- December 2006 agreement; 30-day notice for termination
- $250.00 per month ($3,000 per year)
  - Snow removal around entrances and exits of the building
  - Basic cleaning/maintenance of inside building
- City is responsible for utilities, general property maintenance, repairs to building, equipment and parking lot







- Since acquired, approximately $92,000 in repairs and upgrades, included ADA compliance upgrades for $53,000 in 2013
- Ongoing maintenance budget inside building upon request from tenant
- Ongoing maintenance budget outside building (mow lawn, trims trees, inspect roof)









- Replace HVAC and ducting (2 furnaces)
- Water heater
- Roof
- Carpeting and tile
- Windows
- Patch and paint outside and inside building
- Refresh/update kitchen and bathroom areas
- Estimated $ _____

- Met with Serenity Hall Board November 4, 2020



Senior Center

- City-owned building
- Agreement signed in 1980; expires in 2029











Senior Center

- $50.00 per year, utilities and any improvements inside building
- City responsible for elevator maintenance, external street and sidewalk improvements
- Space available in basement with separate ADA access, increase in parking spaces and outdoor space





Recommendations from City Staff

- Senior Center to sublease agreement between Senior Center and Serenity Hall for use of Senior Center basement
- Lease terms – $275.00 per month for 3-years, with options to renew

Summary of Issues and Proposed Solution

- City has two properties (Serenity Hall and Parking Lot) that are not used for city business or plan to be used for city business for the foreseeable future
- Costs to renovate and/or update property exceeds the available financial resources to maintain the building long-term
- Current tenant can be relocated to share resources with another city-owned and managed property
- Auction properties and deposit the proceeds from the sale to the city's building maintenance budget to dedicate to city-owned and occupied property in need of maintenance and repair

IDAHO FALLS

Questions

IDAHO FALLS

Memorandum

File #: 21-284 **City Council Meeting**

FROM: Bear Prairie, General Manager
DATE: Tuesday, October 19, 2021
DEPARTMENT: Idaho Falls Power

Subject

Kleinschmidt Phase I Relicensing Professional Services Contract - Pre-Application

Council Action Desired

☐ Ordinance ☐ Resolution ☐ Public Hearing

☒ Other Action (Approval, Authorization, Ratification, etc.)

Approve the Phase I Relicensing Pre-Application work for FY2022 with Kleinschmidt Associates for $132,100.00, (or take other action deemed appropriate).

Description, Background Information & Purpose

Approval of this contract for FY2022 continues the consulting process that will aid in the Federal Energy Regulatory Commission's (FERC) relicensing of the city's hydroelectric projects. Kleinschmidt was selected in 2019 following a search of qualifications (SOQ) to provide professional services on a year-over-year basis as is allowed by State Statue 67-2320.

Alignment with City & Department Planning Objectives



☐ ☒ ☐ ☐ ☐ ☐ ☐ ☐

This action supports our readiness for good governance by assurance of regulatory and policy compliance to

minimize and mitigate risk, ensuring access to reliable and affordable power. It also supports the reliability element of the IFP Strategic Plan.

Interdepartmental Coordination

n/a

Fiscal Impact

This agreement is budgeted for in the 2021/22 Idaho Falls Power budget.

Legal Review

The City Attorney has reviewed and approved this agreement.

Kleinschmidt

Providing **practical** *solutions to* **complex** *problems affecting energy, water, and the environment*

September 29, 2021

VIA EMAIL

Richard Malloy
Idaho Falls Power
140 So. Capital
Idaho Falls, ID 83402

Proposal for Relicensing Consulting Services for Idaho Falls Power's Gem State (FERC No. 2952) and Idaho Falls Hydroelectric Projects (FERC No. 2842) – Relicensing Phase 1: Pre-Application Document through FERC Scoping Process (1970004.00)

Dear Richard:

Kleinschmidt Associates (Kleinschmidt) is pleased to submit this proposal to assist in providing environmental services and relicensing support to Idaho Falls Power (IFP) for the Federal Energy Regulatory Commission (FERC) relicensing of the Gem State Hydroelectric Project (FERC No. 2952) and Idaho Falls Hydroelectric Project (FERC No. 2842) (collectively, Projects). The 22.6-megawatt (MW) Gem State Project consists of one development located on the Snake River at river mile (RM) 789.73, in Bingham and Bonneville counties, Idaho, approximately 5.5 miles southwest of the City of Idaho Falls. The 24.6 MW Idaho Falls Project consists of three developments (Upper Plant, City Plant, and Lower Plant), located directly upstream of the Gem State Project on the Snake River in Bonneville County and extending approximately 7 miles upstream through and north of the City of Idaho Falls. The Idaho Falls Project license expires on January 31, 2029; the Gem State Project license expires on November 30, 2033. The Gem State Project license amendment to accelerate the expiration date to align it with the Idaho Falls Project license expiration date was submitted to FERC August 12, 2020, and is currently pending a decision from FERC. Should FERC deny the request to accelerate the Gem State license expiration date, a new scope of work will be developed.

Kleinschmidt prepared this proposal at your request to assist in the first phase of pre-filing activities for concurrent relicensing processes using FERC's Integrated Licensing Process (ILP) (Phase 1). For the purposes of this scope, Phase 1 of pre-filing activities includes all necessary work through the FERC's Scoping Document 2. The Kleinschmidt Team will work together as an integrated team with the IFP staff to develop a combined PAD, and participate in and facilitate the joint scoping meeting and site visit in consultation with resource agencies and stakeholders. To initiate the concurrent FERC relicensing proceeding (assuming the Gem State license expiration date acceleration is

approved by FERC), the combined PAD document must be filed no earlier than Monday, July 31, 2023 (5.5 years before), and no later than January 31, 2024 (5 years before).

KLEINSCHMIDT TEAM

Kleinschmidt's more than 200 professional, technical, and administrative staff is focused on hydroelectric energy project engineering, regulatory and supporting services. Kleinschmidt is one of the few consulting firms in the country that specializes in servicing the hydropower industry. This long-term focus allows us to offer a deep bench of supporting staff typically found in larger, multi-disciplined firms, while retaining the project control, communication, response time, flexibility and personal attention that characterize smaller firms. This focus and expertise in hydropower issues and practical, solution-oriented approaches are the key components of the Kleinschmidt organization.

Kleinschmidt has tailored a group of key consultant staff and subject-matter experts (Kleinschmidt Team) to assist and advise IFP through the next several years of relicensing. Day-to-day strategy and implementation management will be managed by Matt Harper and Nuria Holmes, who will be assisted by project coordinator Emily Waters, to ensure compliance with procedural expectations, including monitoring stakeholder contact lists, public notice requirements, documentation of due diligence, and management of the consultation record.

Matt and Nuria will regularly draw upon the knowledge and experience of Finlay Anderson, who will serve as the project's Technical Advisor, and was instrumental in the drafting of the Strategic Plan. The resumes of the Kleinschmidt Team, along with the subject-matter experts, are outlined in the proposed Organizational Chart (Attachment A). The Kleinschmidt Team is primarily based out of Kleinschmidt's Portland, Oregon office.

PROPOSED SCOPE OF WORK

The Kleinschmidt Team will assist IFP in completing Phase 1 of pre-filing activities for the relicensing of the Projects, from completing the planning and strategy leading up to the PAD through the competition of FERC's scoping process. These activities will follow FERC's applicable ILP regulations at 18 Code of Federal Regulations (18 CFR) Part 5. The following tasks correspond to the process necessary to produce a final PAD document, attend all regulatory-required meetings, and respond to study requests and scoping documents for the Projects consistent with FERC's regulatory requirements under the ILP.

RELICENSING PHASE 1:

TASK 1 – PROJECT MANAGEMENT

Kleinschmidt proposes to schedule reoccurring team meetings to occur between IFP and the project managers, including subject-matter experts as needed. These meetings are currently scoped to continue bi-weekly through 2022-2023, however, as relicensing milestones approach, these meetings may increase to weekly. Kleinschmidt has also scoped time for the general administration of the contract, monthly invoicing and billing, and updates to the schedule and project plan in our project management software program. We have also allocated a small amount of time for our project accountant to confirm information when necessary and process invoices.

Continuing the current data management process, Kleinschmidt will use SharePoint to manage all document exchanges and future relicensing document production. We have found SharePoint to work well when collaborating with multiple parties including the licensee, sub-consultants, and other relicensing team members. Since Kleinschmidt will host SharePoint, we have scoped a limited number of hours for IT support, however, our IT department typically cannot resolve login/credential issues that span across outside parties' networks. Emily Waters will be responsible for the implementation of SharePoint, and managing of document libraries, versioning, and project folders.

As part of the relicensing effort, the Kleinschmidt Team will be responsible for coordinating and producing agendas, PowerPoint presentation, graphics, flowcharts, meeting minutes, and other relicensing-related documents. These documents will be reviewed and edited by our Technical Editor, Sue Byrd. The scope and budget for the development and technical editing of these materials, including those for public meetings, has already been accounted for in the tasks listed below. The cost of producing posterboards, renting meeting spaces, renting audio/visual equipment, and catering of food and beverages for meetings is not included in this scope or budget.

TASK 2 – EARLY PLANNING AND STRATEGY

The Kleinschmidt Team previously completed an initial project assessment as part of the Strategic Relicensing Plan in 2018, which included an analysis of potentially interested stakeholders, existing information, review of existing license documents, potential issues, and proposed studies. The Strategic Relicensing Plan also identified several data gaps, and early activities that could be completed in advance of relicensing such as the update of Exhibits A/M and F/G, depending on the project.

FERC Relicensing Analysis: The Kleinschmidt Team will revisit the regional relicensing proceedings listed in Table 4-2 of the Strategic Relicensing Plan, most notably those of the Idaho Power Company's downstream American Falls Project (P-2736) and St. Anthony

Hydro LLC's upstream St. Anthony Project (P-14552) that have since begun relicensing activities and may shed light on interested stakeholders and the evolution of their study planning process and potential concerns.

General Stakeholder Outreach and Stakeholder Management: The Kleinschmidt Team will develop outreach materials for all stakeholders on the topic of relicensing, create public outreach material, and gather stakeholder input and contact information via the public relicensing webpage.

TASK 3 – DEVELOP PHASE 2 SCOPE

The Kleinschmidt Team will assist IFP in developing a scope for the Study Plan process according to FERC's requirements under 18 CFR §5.11-5.13. Prior to developing the PAD and obtaining feedback from resource leads regarding potential issues or data gaps, it is difficult to know how many or what type of studies may need to be proposed or may be requested by stakeholders. Once early outreach and/or PAD development has occurred in 2022, the Kleinschmidt Team will have a better understanding of what studies should be included in the Proposed Study Plan.

Further, the relicensing process under the ILP follows a rigorous schedule that does not leave adequate time to scope out the next phase of work as milestones in the ILP are laid out back-to-back, as shown in Table 2. This task allows IFP and the Kleinschmidt Team to develop the budget and scope in advance of the Study Plan process based on best available information. The Phase 2 scope and cost estimate included in this task will include the following activities:

Issues Identification Matrix: Once FERC issues SD1, stakeholders will be responsible for providing comments on the PAD, SD1, and proposing their initial study requests. At this point, IFP and the Kleinschmidt Team will develop an issues identification matrix that identifies potential resource issues or data gaps that might warrant official studies (to occur during relicensing).

Proposed Study Plan: Following the comment period on the PAD/SD1/study requests, within 45 days, IFP must submit a Proposed Study Plan (PSP) per 18 CFR §5.11 that will build on the preliminary list of studies that was outlined in the PAD, and must address the resource issues identified in SD1 and formal stakeholder study requests. The Kleinschmidt Team will prepare a scope and budget to draft and finalize the PSP. Assuming a PAD filing date of July 31, 2023, the PSP would be due on or around January 12, 2024. The scope will include one draft version and one final version to address IFP's review comments. We anticipate that study proposals may be needed for the following resource areas:

- Geology and Soils
- Water Resources (including Water Quality)
- Fish and Aquatic Resources
- Terrestrial and Botanical Resources (to include wildlife, botanical, wetlands, riparian, and littoral habitats)
- Rare, Threatened, and Endangered Species Resources (both wildlife and botanical)
- Recreation and Land Use Resources
- Cultural and Historic Resources

Study Plan Meeting: The study plan meeting is a regulatory milestone that follows the filing of the PSP. The Kleinschmidt Team will prepare a scope and budget to participate in one, full-day Study Plan Meeting conducted within 30 days after IFP files the PSP. Our proposed budget for this subtask assumes a one-day Study Plan Meeting held near the project site and up to two internal meetings for IFP and Kleinschmidt presentation preparation and practice.

Revised Study Plan: Following the filing of the PSP, stakeholders and FERC will have 90-days to submit comments or additional study requests (§5.12). The Kleinschmidt Team will prepare a scope and budget to address the comments received by FERC and stakeholders from the PSP and the study plan meeting, incorporate those changes into the RSP, and draft and finalize the RSP. Assuming a PAD filing date of July 31, 2023, the RSP would need to be filed around May 13, 2024. The scope will include one draft version and one final version to address IFP's review comments.

Response to Comments: Within 15 days of IFP's filing of the RSP, relicensing participants may file comments on the document. Within 30 days of RSP filing, the Director of FERC's Office of Energy Projects will issue a Study Plan Determination (§5.13). The Kleinschmidt Team will prepare a scope and budget to prepare a fast-track response to FERC on any RSP comments, as appropriate. The scope will outline the effort to draft, review, and revise a single iteration for IFP's filing with FERC within 10 days of the filing of participant comments.

TASK 4 – PRELIMINARY APPLICATION DOCUMENT

The draft PAD will be prepared in close coordination with the IFP staff beginning in March 2022 and will follow the PAD content requirements in the ILP regulations at 18 CFR §5.6. The PAD will contain several standard sections required by the FERC template, including a Process Plan and Schedule, an analysis of all required resource areas (such as fish and aquatics, water quality, recreation, land use, etc.), a list of potential issues and proposed studies, a review of relevant comprehensive management plans, a comprehensive project description, and all related appendices.

Development of the PAD document is a significant effort that will require active engagement from IFP staff, and regular weekly or bi-weekly check-in meetings to ensure completion of milestones leading up to the PAD filing date. Kleinschmidt and IFP will see significant efficiency gains in a combined PAD document for the Projects; information that is gathered for one Project may be useful and relevant for the other.

The Kleinschmidt Team will work jointly with IFP to prepare the final PAD in a master Microsoft Word document. The Kleinschmidt Team will use the existing internal SharePoint site for document production, data management, stakeholder contact list, and document review workflows. This proposal assumes the use of Kleinschmidt's SharePoint site that the IFP team would have access to during the process. Should IFP decide to develop their own SharePoint site, or have Kleinschmidt's Team work behind the IFP firewall/network, arrangements for training will need to be discussed. The Kleinschmidt Team will conduct all document processing, technical editing and ultimately file the PAD with FERC no earlier than July 31, 2023 (5.5 years before), and no later than January 31, 2024 (5 years before).

The Kleinschmidt Team will be responsible for the production of all geographic information system (GIS) data and preparation of all maps, figures, and data analysis for the PAD. For spatial data, we will produce a project-level geodatabase design and prepare a quality assurance specification that ensures information is relevant, accurate, and concise. The Kleinschmidt Team will host data in a central repository that is accessible to all team members. Once data are collected, organized, and migrated into the geodatabase, data will be tagged with key words for easy identification and categorization. While the bulk of GIS-related work will be associated with the PAD, some effort may cross over into development of presentation materials; however, all GIS-related budget has been scoped within this single task.

TASK 5 – FERC SCOPING AND SCOPING MEETING/SITE VISIT

The Kleinschmidt Team will assist IFP by providing environmental services to support the ILP pre-filing activities from filing of the NOI/PAD through FERC's public scoping process pursuant to the National Environmental Policy Act (NEPA). The following activities will be completed in the months following the filing of the PAD between July 2023 and January 2024.

FERC Scoping Meeting and Site Visit: The Kleinschmidt Team will assist in the preparation and presentation of environmental resource information at the Scoping Meetings and Site Visit, which will be held within 30 days of FERC noticing its acceptance of the NOI and PAD and issuing Scoping Document 1 [§5.8(d]). The Scoping Meetings and Site Visit will include two days of participation by the Kleinschmidt Team and relevant subject-matter

experts in daytime and evening public meetings and a site visit of both Projects. Assuming a PAD filing date of July 31, 2023, the Scoping Meeting and Site Visit will occur around September 2023, at a date and time set and organized by FERC. If the FERC Scoping Meeting and Site Visit is conducted virtually, the optional task drone footage outlined above could be used in addition to or in lieu of the site visit.

Response to FERC Scoping Document, PAD, and Study Requests: FERC will issue a Scoping Document (SD1) within 60 days of the filing of the NOI/PAD and following the site visit and scoping meeting. The Kleinschmidt Team will assist IFP in reviewing and responding to SD1, PAD comments, and study requests. The Kleinschmidt Team will synthesize comments into draft written responses for IFP review. The Kleinschmidt Team will revise the response to address IFP review comments and coordinate to provide the final comment-response.

SCHEDULE

Kleinschmidt will initiate this Scope of Work immediately upon notice to proceed. Based on a notice to proceed by October 2021, Kleinschmidt will complete the Scope of Work from January 1, 2022, through November 2023, consistent with IFP budget cycle. The detailed schedule for each task will be defined in coordination with IFP to meet the completion dates shown in Table 1.

TABLE 1 – SCHEDULE

TASK	COMPLETION DATE
Notice to Proceed	October 2021
TASK 1 – Project Management	On-Going
TASK 2 – Planning and Strategy	January 1, 2023
TASK 3 – Develop Phase 2 Proposal	May 2023
TASK 4 – PAD Development	July 31, 2023
TASK 5 – FERC Scoping	November 2023

TABLE 2 – RELICENSING MILESTONES IN THE ILP

ILP SCHEDULE	RECOMMENDED FILING DATE[1,2]
Begin Preparing PAD 180 days before Filing Pre-Application Document (PAD) Due Date	7/31/23
File PAD/Notice of Intent (NOI)	7/31/23
FERC Tribal Consultation Meeting	8/30/23
FERC Issues Scoping Document 1 (SD1)	9/29/23
Scoping Meeting	10/27/23
Comments on PAD, SD1 and Study Requests Due	11/28/23
File Proposed Study Plan/FERC Issues Scoping Document 2 (SD2)	1/12/24
Study Plan Meeting	2/12/24
Comments on Study Plan Due	4/11/24
File Revised Study Plan	5/13/24
Comments on Revised Study Plan Due	5/27/24
FERC Study Plan Determination	6/10/24
File Study Disputes (if necessary)	7/1/24
Select Third Dispute Resolution Panel Member	7/5/24
Convene Dispute Resolution Panel	7/15/24
File Comments on Study Disputes §5.14(i) NLT than 25 days	7/25/24
Dispute Resolution Panel Technical Conference	8/5/24
Issue Dispute Resolution Panel Findings §5.14(k) NLT than 50 days	8/19/24
Issue Director's Study Dispute Determination §5.14 (l) NLT than 70 days	9/9/24
Conduct First Year Studies	5/12/25
File ISR §5.15(c)(1) (one year, minus 30 days; ISR report filed on day 365)	6/10/25
ISR Agency Meeting §5.15(c)(2)	6/25/25
ISR Meeting Summary Filed	7/10/25
Conduct Second Year Studies	5/11/26
File USR (one year, minus 30 days; USR report filed on day 365)	6/10/26
USR Agency Meeting	6/25/26
USR Meeting Summary Filed	7/10/26
Prepare Preliminary Licensing Proposal/Draft Application	9/4/26
File DLA (150 days before Final Application Due Date) Final Decision on Request to Combine Licenses	9/4/26
Comments on PLP/DLA Due	12/3/26
Prepare Final License Application	2/1/27
Final Application Due (730 days before Expiration);	2/1/27
License Expiration	1/31/29

[1] *If the due date falls on a weekend or holiday, the deadline is the following business day.*
[2] *The schedule is subject to change throughout the relicensing proceeding.*

COST OF SERVICES

Kleinschmidt will perform the proposed work on an Hourly Rate plus Expenses basis for the estimated cost of **$300,050** (Three Hundred Thousand Fifty Dollars). The Cost of Services is calculated using Kleinschmidt's Standard Rates. The estimate is not a fixed price or an upper limit. We will not exceed the estimated amount without first discussing the need with you and receiving your authorization to proceed. Attachment B shows the hourly billing rates for 2022.

Table 3 – Cost of Services for Idaho Falls and Gem State Projects Pre-Filing Activities from Finalizing PAD through FERC Scoping[a]

Task	Total Cost	Oct 2021 – Sept 2022 *(FY 2022)*	Oct 2022 – Sept 2023 *(FY 2023)*	Oct 2023 – Sept 2024 *(FY 2024)*
Task 1 – Project Management	$54,000			See note.
Admin/Billing/Invoicing		$ 1,500	$ 1,500	
Weekly Check-in Meetings		$20,500	$20,500	
SharePoint Management and IT Support		$ 8,000	$ 2,000	
Task 2 – Planning and Strategy	$26,200			
FERC Relicensing Analysis		$3,500	$3,500	
General Stakeholder Outreach and Stakeholder Management		$9,600	$9,600	
Task 3 – Develop Phase 2 Proposal	$11,500		$11,500	
Task 4 – PAD	$142,500			
NOI and PAD		$60,000	$34,500	
GIS Support		$15,000	$15,000	
Technical Editing		$ 4,000	$ 4,000	
Stakeholder Comments		$10,000		
Task 5 – FERC Scoping/Site Visit	$45,850			See note.
FERC Scoping, SD1, SD2			$10,000	
Scoping and Site Visit			$22,850	
Response to SD1/PAD/Study Requests				13,000
Direct Expenses	$20,000		$20,000	
TOTAL	$300,050	$132,100	$154,950	$13,000[a]

[a] Estimated cost of services are for Phase 1 activities discussed in this proposal only. Total FY 2024 costs would also include the activities to be included in a later proposal, as discussed in Task 3 Phase 2 Proposal.

TERMS AND CONDITIONS

The proposed Scope of Work will be performed on an Hourly Rate plus Expenses basis in accordance with this proposal and Kleinschmidt's Standard Terms and Conditions, with exceptions taken on February 25, 2019 by IFP (Attachment C), Method of Payment (Attachment D), and 2022 Rate Schedule (Attachment B), with an anticipated increase each subsequent year. Kleinschmidt will provide an updated Rate Schedule as revisions occur.

We appreciate the opportunity to assist you with this project. If you have any questions about this proposal, please call Nuria Holmes at 971-266-5395 or Matt Harper at 971-325-5056. We appreciate the opportunity to assist IFP with this important relicensing effort for the Idaho Falls and Gem State Projects.
If you issue a purchase order as means of authorization of the work, please reference Kleinschmidt Proposal No. 1970004.00 in the purchase order, and note in the purchase order that any terms and conditions on the purchase order are null and void.

Sincerely,

KLEINSCHMIDT ASSOCIATES

Nuria Holmes
Co-Project Manager
Relicensing Coordinator

Matt Harper
Co-Project Manager
Project Scientist

Kelly Larimer
Senior Vice President
Chief Technical Officer

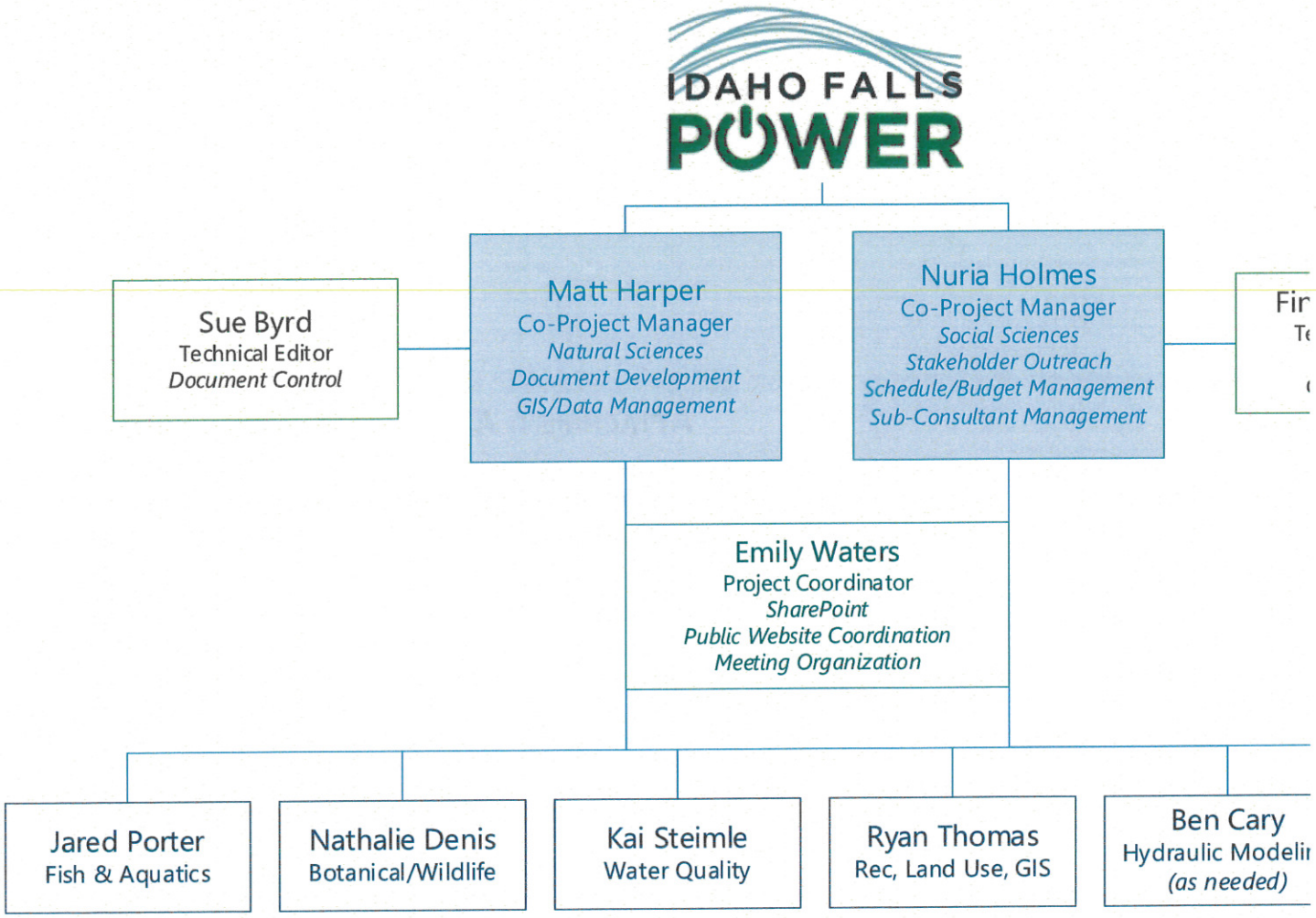
NVH:JM

Attachment A Organizational Chart
Attachment B 2022 Rate Schedule
Attachment C Standard Terms and Conditions with exceptions taken on 2-25-2019 by IFP
Attachment D Method of Payment

cc: Proposal Distribution

ATTACHMENT A

ORGANIZATIONAL CHART


IDAHO FALLS
POWER
Sue Byrd
Technical Editor
Document Control
Matt Harper
Co-Project Manager
Natural Sciences
Document Development
GIS/Data Management
Nuria Holmes
Co-Project Manager
Social Sciences
Stakeholder Outreach
Schedule/Budget Management
Sub-Consultant Management
Fir
Te
Emily Waters
Project Coordinator
SharePoint
Public Website Coordination
Meeting Organization
Jared Porter
Fish & Aquatics
Nathalie Denis
Botanical/Wildlife
Kai Steimle
Water Quality
Ryan Thomas
Rec, Land Use, GIS
Ben Cary
Hydraulic Modeli
(as needed)

ATTACHMENT B

2022 RATE SCHEDULE

KLEINSCHMIDT ASSOCIATES
2022 PRELIMINARY RATES (USD)

LABOR CATEGORY	HOURLY BILLING RATE
SENIOR MANAGERS/CONSULTANTS	
Principal Consultant F1	$250.00
Senior Manager M1G	$239.00
Team Leader M1T	$203.00
ENGINEERS	
Senior Engineering Advisor E7	$244.00
Senior Engineering Consultant E6	$223.00
Senior Engineer E5	$181.00
Project Engineer E4	$163.00
Engineer E3	$151.00
Staff Engineer E2	$138.00
Engineer Technician E1	$104.00
LICENSING COORDINATORS/PLANNERS	
Senior Regulatory/Planner Advisor L/P7	$239.00
Senior Licensing Coordinator/Planner L/P6	$192.00
Project Licensing Coordinator/Planner L/P5	$157.00
Licensing Coordinator/Planner L/P4	$139.00
Staff Licensing Coordinator/Planner L/P3	$120.00
Associate Licensing Coordinator/Planner L/P2	$102.00
Licensing Coordinator/Planner Technician L/P1	$82.00
Licensing Intern L/P0	$66.00
SCIENTISTS	
Senior Science Advisor S7	$234.00
Senior Scientist S6	$190.00
Project Scientist S5	$156.00
Scientist S4	$135.00
Staff Scientist S3	$119.00
Associate Scientist S2	$94.00
Scientist Technician S1	$80.00
Field Technician S0	$60.00
PROJECT AND PROGRAM MANAGEMENT	
Program Director	$244.00
Senior Project Manager PM2	$234.00
Project Manager PM1	$203.00
Project Controller A6	$138.00
Senior Project Coordinator or Administrator /Accountant A5	$125.00
Project Administrator/Accountant A4	$109.00
Administrative Staff A3	$96.00
Associate Administrative Staff A2	$81.00
Office Assistant A1	$73.00
DESIGNERS/DRAFTERS	
Lead Designer D5	$146.00
Senior Designer D4	$135.00
Designer D3	$118.00
Senior Drafter D2	$102.00
Drafter D1	$88.00

Effective January 1, 2022

ATTACHMENT C

STANDARD TERMS AND CONDITIONS WITH EXCEPTIONS TAKEN ON 2-25-2019 BY IFP

KLEINSCHMIDT ASSOCIATES
(A MAINE CORPORATION)

STANDARD TERMS AND CONDITIONS FOR IDAHO FALLS POWER

1. **Purpose**: These Standard Terms and Conditions when combined with a Proposal are intended to form a complete Agreement between Kleinschmidt Associates (Kleinschmidt) and the Client to whom the Proposal is addressed. When Kleinschmidt's signed Proposal has been accepted by the Client, the resulting Agreement shall take the place of all other agreements and representations concerning the subject of the Proposal. This Agreement may be amended only by a writing signed by both parties. Terms and Conditions of any purchase order issued by Client shall not be part of this Agreement unless separately signed by Kleinschmidt.

2. **Payment**: In consideration for Kleinschmidt's performance of the proposed work, Client shall pay Kleinschmidt as stated in the Proposal. Client agrees to pay promptly Kleinschmidt's fees and expenses as submitted on monthly invoices. If any balance remains unpaid thirty days from the date of the invoice, Client shall pay interest on the unpaid balance at the rate of one and one-half percent per month from said thirtieth day and shall, in addition, pay Kleinschmidt's costs of collection including reasonable legal fees.

3. **Client's Duties**: At no cost to Kleinschmidt, Client shall:

   Promptly provide to Kleinschmidt the information required by Kleinschmidt for performance of its services.

   Provide Kleinschmidt personnel with access to the work site so that they may perform their work without interference.

   Designate a Client's representative with authority to transmit instructions, receive information, and define Client's polices concerning this Agreement.

   Promptly notify Kleinschmidt of any defect in Kleinschmidt's services as soon as Client becomes aware of it.

   Prior to commencement of Kleinschmidt's work, furnish Kleinschmidt with any special design or construction standards, which Client may require Kleinschmidt to follow.

4. **Kleinschmidt's Liability**: Kleinschmidt's services will be performed with that degree of reasonable care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances.

   The total liability by Kleinschmidt and its agents for all claims relating to the work outlined in the Proposal shall not exceed the compensation received by Kleinschmidt or $100,000, whichever is greater.

   Kleinschmidt shall not be liable for any losses resulting from deficiencies in its services if those deficiencies arise from a cause beyond Kleinschmidt's reasonable control.

5. **Ownership of Documents**: Any drawings, specifications, or reports prepared by Kleinschmidt under this Agreement shall be the property of Client; however, Kleinschmidt shall have the unlimited right to use such drawings, specifications, and reports and the intellectual property therein. Client's use of such drawings, specifications, and reports shall be limited to the project or purpose for which they were prepared. Any use other than that purpose will be at Client's sole risk and without liability to Kleinschmidt and Client shall indemnify and hold harmless Kleinschmidt from all claims, damages, losses, and expenses resulting therefrom.

6. **Opinions of Probable Cost**: Opinions of Probable Cost prepared by Kleinschmidt are merely expressions of Kleinschmidt's judgment based on its experience as a design professional familiar with the industry. Kleinschmidt has no control over market prices, construction methods, or competitive conditions and therefore cannot represent that actual bids or negotiated prices will not vary from Kleinschmidt's Opinions of Probable Cost.

7. **Patents**: Kleinschmidt's work under this Agreement shall not include patent or copyright searches; and Kleinschmidt assumes no responsibility for any patent or copyright searches; and Kleinschmidt assumes no responsibility for any patent or copyright infringement that may arise from its work. Kleinschmidt makes no representation that anything made, used, or sold in connection with its services will be free from such infringement.

8. **Termination or Suspension**: Either party may terminate this Agreement upon reasonable notice to the other. Kleinschmidt shall be paid for the services provided and expenses incurred through the date of termination.

   If the Agreement is terminated by the Client without breach by Kleinschmidt or if Kleinschmidt terminates for Client's breach, Kleinschmidt shall also be paid its reasonable and necessary termination costs which may include layoff and demobilization expenses as well as costs of terminating contracts, leases, and other obligations incurred by Kleinschmidt in reliance upon this Agreement. If Client suspends the work, Kleinschmidt shall be reimbursed by Client for such added fees and costs which arise from the suspension and remobilization.

   Kleinschmidt shall not be liable to Client for losses resulting from Kleinschmidt's termination or suspension caused by Client's non-payment or other material breach of this Agreement.

9. **Assignment**: Neither party shall assign its rights, interests, or obligations under this Agreement without prior written consent from the other party; but such consent shall not unreasonably be withheld.

10. **No Waiver**: The failure of either party to enforce a provision of this Agreement shall not prevent that party from later enforcing it or from pursuing the remedies that may be available for breach of the provision.

11. **Indemnification**: Within its limit of liability Kleinschmidt shall indemnify and hold harmless the Client and its agents from any and all claims and losses caused solely by the negligent acts or omissions of Kleinschmidt or its agents in the performance of services under this Agreement to the extent allowed by Idaho law and the limits of the Idaho Tort Claims Act (Title 6, Chapter 9).

    Client shall indemnify and hold harmless Kleinschmidt and its agents from any and all claims and losses caused solely by the negligent acts or omissions of Client or its agents with respect to this Agreement.

12. **Governing Law**: This Agreement shall be governed by the laws of the State of Idaho provided that nothing contained in the Agreement shall be interpreted in such a way as to render the Agreement unenforceable under any law of the United States or the law of the place in which the Client is located.

13. **Time for Acceptance**: Kleinschmidt's proposal shall remain firm for no longer than 60 days unless another period is specified in the proposal or the time is specifically extended by Kleinschmidt.

ATTACHMENT D

METHOD OF PAYMENT

1. Client may pay Kleinschmidt either on a negotiated Lump Sum basis or Hourly Rate basis, as defined in the Work Authorization and agreed by the *Client* and Kleinschmidt in writing.
2. Client agrees to pay Kleinschmidt for Services the amounts quoted in the Proposal or Work Authorization, in accordance with the compensation terms laid out in the contract. Kleinschmidt agrees not to exceed the estimated consulting costs as stated in the proposal without explaining the need to the Client and obtaining the Client's authorization to proceed.
3. For Lump Sum projects, Kleinschmidt will invoice monthly as a percent complete of the project or Work Authorization, unless otherwise defined in the Work Authorization.
4. For Time and Materials, or Hourly Rate projects, Kleinschmidt will invoice monthly for all employee time at the hourly billing rate currently in effect, times a number of hours worked on the project plus subconsultant fees and expenses as described below. Client agrees to pay for expert testimony and direct preparation for testimony in any litigation, arbitration, or other legal or administrative proceeding at 150% of the standard billing rates with a minimum daily charge based upon an 8-hour day, plus Reimbursable Expenses.
5. For any projects where expenses are invoiced separately from labor, the following apply:
    a. Client agrees to pay Kleinschmidt a 15 percent markup for subconsultant services.
    b. Client agrees to pay 3 percent of labor costs for telecommunications (e.g., phone, data transmission and storage, fax, conference and video conference, data security).
    c. Client agrees to pay for specialized computer programs, field equipment, and other unit charges (e.g., photocopies, mileage, photos, drawing reproductions, CD preparation, SharePoint hosting) according to the current rates in effect.
    d. Client agrees to pay any other reimbursable expenses actually incurred by Kleinschmidt at cost.

V:\Admin Group\Contractual Documents\2020 Files\Method of Payment.docx

Memorandum

File #: 21-287 **City Council Meeting**

FROM: Brad Cramer, Director
DATE: Tuesday, October 19, 2021
DEPARTMENT: Community Development Services

Subject

Resolution adopting the Fiscal Years 2018-2022 ADA Transition Plan.

Council Action Desired

☐ Ordinance ☒ Resolution ☐ Public Hearing

☐ Other Action (Approval, Authorization, Ratification, etc.)

Approve the Resolution adopting the Fiscal Years 2018-2022 ADA Transition Plan and give authorization for the Mayor and City Clerk to execute the necessary documents (or take other action deemed appropriate).

Description, Background Information & Purpose

Attached for consideration is a resolution adopting the Fiscal Years 2018-2022 ADA Transition Plan. The city is required to have a plan per various sections of the Americans with Disabilities Act, Department of Justice, and other federal requirements. The plan addresses needed improvements to infrastructure and programs throughout the city and helps guide priorities and funding to address such priorities. The plan has been presented to the City Council and ADA Advisory Board for comment. Staff respectfully requests approval of the resolution.

Alignment with City & Department Planning Objectives



☐ ☒ ☐ ☐ ☒ ☐ ☐ ☐

The ADA Transition Plan is required as a recipient of federal funds. Adopting the plan is consistent with goals for Good Governance and Livable Communities.

Interdepartmental Coordination

CDS coordinated extensively with the City Attorney Department on this project.

Fiscal Impact

NA

Legal Review

The City Attorney has reviewed the document and resolution.

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RESOLUTION NO. 2021-

A RESOLUTION OF THE CITY OF IDAHO FALLS, IDAHO, ADOPTING FISCAL YEARS 2018-2022 ADA TRANSITION PLAN

WHEREAS, the City of Idaho Falls, Idaho ("City"), has prepared a Five-Year ADA Transition Plan for Fiscal Years 2018-2022 as part of the requirements of ADA Title I, II, and DOJ Title II, and including requirements specific to the Idaho Falls Regional Airport under ADA Title II, and DOJ Title II, ACAA, FAA, FTA, TSA, ACPD; and

WHEREAS, City staff presented the 2018-2022 ADA Transition Plan to the Council and Mayor during a scheduled Council meeting, as described in the attached schedule on August 23, 2021; and

WHEREAS, City and its elected officials reviewed the presented draft 2018-2022 ADA Transition Plan, as described in the attached schedule August 23 through September 2, 2021; and

WHEREAS, City distributed the draft 2018-2022 ADA Transition Plan to its ADA Advisory Board for a 17-day comment period, as described in the attached schedule from September 20, 2021 through October 7, 2021; and

WHEREAS, the Council has considered comments received during the 17-day comment period.

NOW, THEREFORE, be it resolved by the Mayor and City Council of the City of Idaho Falls, Idaho, as follows:

1. The 2018-2022 ADA Transition Plan for Fiscal Years 2018-2022, as prepared by the City's Community Development Services Department, Planning Division, a copy of which is attached hereto and by this reference made a part of hereof, is hereby approved and adopted.

2. The Mayor is hereby authorized to sign all related documents.

_____

Rebecca L. Noah Casper, Ph.D., Mayor

Memorandum

File #: 21-288 **City Council Meeting**

FROM: Brad Cramer, Director
DATE: Tuesday, October 19, 2021
DEPARTMENT: Community Development Services

Subject

Final Plat and Reasoned Statement of Relevant Criteria and Standards, Snake River Landing Division 3, 2nd Amended.

Council Action Desired

☐ Ordinance ☐ Resolution ☐ Public Hearing

☒ Other Action (Approval, Authorization, Ratification, etc.)

1. Accept the Final Plat for Snake River Landing Division 3, 2nd Amended and give authorization for the Mayor, City Engineer, and City Clerk to sign said Final Plat (or take other action deemed appropriate).

2. Approve the Reasoned Statement of Relevant Criteria and Standards for the Final Plat for Snake River Landing Division 3, 2nd Amended and give authorization for the Mayor to execute the necessary documents (or take other action deemed appropriate).

Description, Background Information & Purpose

Attached is the application for the Final Plat and Reasoned Statement of Relevant Criteria and Standards for Snake River Landing Division 3, 2nd Amended. The Planning and Zoning Commission considered this item at its June 1, 2021, meeting and recommended approval by unanimous vote. Staff concurs with this recommendation.

Alignment with City & Department Planning Objectives



☐ ☒ ☒ ☐ ☒ ☐ ☐ ☐

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Consideration of the Final Plat must be consistent with the principles of the Comprehensive Plan and Zoning Ordinance, which include many policies and goals related to Good Governance, Growth, Sustainability, Transportation, and Livable Communities.

Interdepartmental Coordination

The Final Plat was reviewed by staff from Fire, Idaho Falls Power, BMPO, Water, Planning, Sewer, Engineering, Survey, and Parks and Rec.

Fiscal Impact

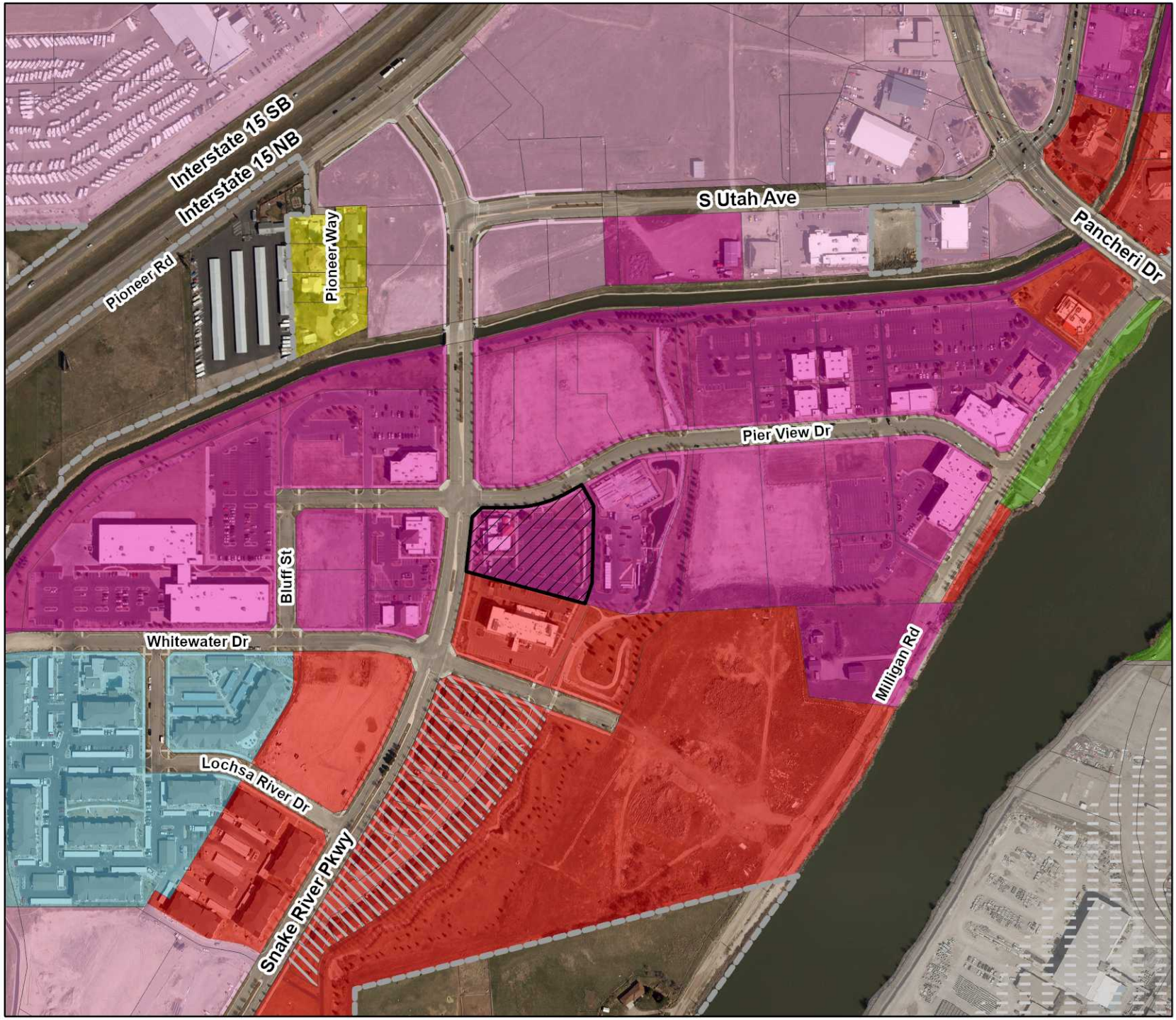
NA

Legal Review

This application has been reviewed by Legal pursuant to applicable law.

Final Plat

PLAT21-019 Snake River Landing Division No. 3, 2nd Amended



Legend

- SRL Div 3
- City Limit

Overlays

- PT
- PT&T-1
- PUD
- T-1
- T-2

Zoning

- RE
- RP
- R1
- R2
- TN
- RMH
- R3
- R3A
- PB
- CC
- LC
- HC
- R&D
- LM
- I&M
- P

IDAHO FALLS

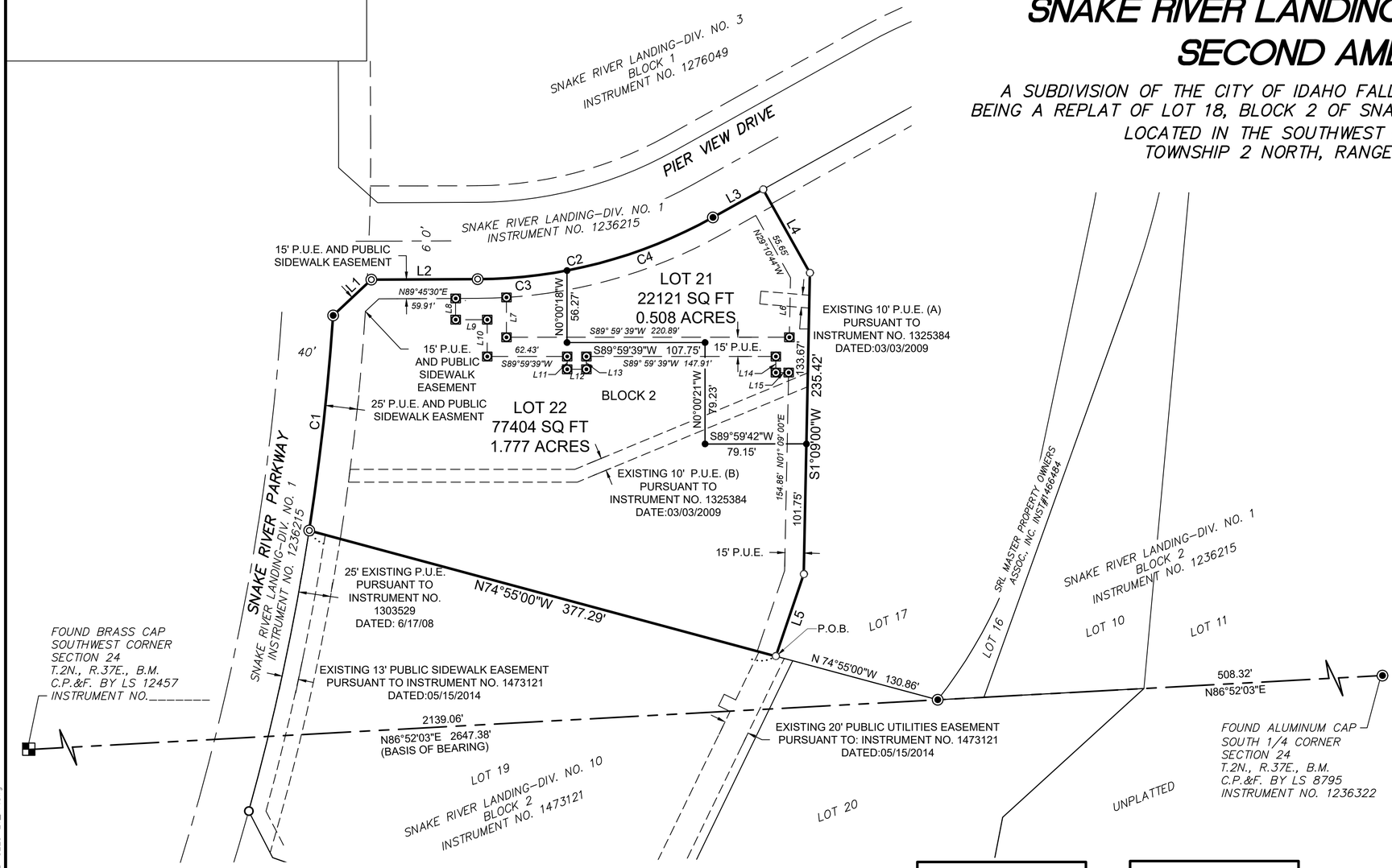
Planning Division
City Annex Building
680 Park Ave.
Idaho Falls, ID 83402
(208) 612-8276

N


Brenthaven St
Pancheri Dr
W Colorado Ave
Tara St
Bridgeport Dr
Lava St
Blue Sky Dr
Tara St
S Skyline Dr
Hill St
Short St
Interstate 15 SB
Interstate 15 NB
Pioneer Way
S Utah Ave
Riverwalk Dr
S Capital Ave
Chamberlain Ave
Stosich Ln
Trask St
W 17th S
Pier View Dr
Bluff St
Whitewater Dr
Milligan Rd
Pioneer Rd
Lochsa River Dr
S Yellowstone Ave
W 19th St
W 20th St
Event Center Dr
Snake River Pkwy
W 21st St
Leslie Ave

SNAKE RIVER LANDING, DIVISION NO. 3 SECOND AMENDED

A SUBDIVISION OF THE CITY OF IDAHO FALLS, BONNEVILLE COUNTY, IDAHO
BEING A REPLAT OF LOT 18, BLOCK 2 OF SNAKE RIVER LANDING DIVISION NO. 3
LOCATED IN THE SOUTHWEST 1/4 OF SECTION 24,
TOWNSHIP 2 NORTH, RANGE 37 EAST, B.M.





0 60' 120'
SCALE: 1" = 60'

NOTES

1. ALL FOUND 1/2" REBAR SHOWN AND AS NOTED ARE LOCATED WITHIN AN ASPHALT SURFACE AND WILL REMAIN. THESE MONUMENTS FALL WITHIN I.C. §50-1303 AS SPECIAL CIRCUMSTANCE.
2. LOT 22, BLOCK 2, SHALL HAVE NO DIRECT VEHICULAR ACCESS TO SNAKE RIVER PARKWAY OR PIER VIEW DRIVE ALONG SAID LOT'S FRONTAGE ON EACH PUBLIC STREET.
3. ALL LOTS SHALL HAVE STATE MINIMUM ACCESS AND REQUIRED EMERGENCY RESPONDER ACCESS TO ALL LOTS AS REQUIRED BY INSTRUMENT NUMBER 1273831 AND AS PROVIDED VIA THE MASTER DECLARATION FOR SNAKE RIVER LANDING INSTRUMENT NUMBER 1279850 OR AS AGREED TO BY AMENDMENTS MADE TO SAID DECLARATION FROM TIME TO TIME.

SURVEY NARRATIVE:

THE PURPOSE OF THIS SURVEY IS TO REPLAT LOT 18 BLOCK 2 OF SNAKE RIVER LANDING DIVISION NO. 3 AMENDED PLAT, INSTRUMENT NO. 1276049. THE EXTERIOR BOUNDARY LINES OF THIS PLAT ARE THE EXTERIOR LINES OF SAID LOT 18, BLOCK 2 AS SHOWN HEREON. THE MONUMENTS FOUND AND SET ARE AS SHOWN TO COMPLY WITH IDAHO CODE.

BASIS OF BEARING

THE BEARING ALONG THE SOUTH LINE OF SECTION 24, BETWEEN THE MONUMENTS SHOWN HEREON IS THE BASIS FOR ALL OTHER BEARINGS LISTED ON THIS SURVEY. THIS BEARING RELATES DIRECTLY TO THE "CITY OF IDAHO FALLS COORDINATE SYSTEM(EAST ZONE 1101) US SURVEY FEET AND USING A COMBINED SCALE FACTOR OF 1.000277265 FOR A GRID TO GROUND CONVERSION, (REFERENCE FRAME NAD_83(2011), EPOCH 2010.0000). THE SYSTEM ORIENTATION IS BASED ON GRID NORTH ALONG THE EAST ZONE CENTRAL MERIDIAN. NO CONVERGENCE ANGLE HAS BEEN APPLIED.

LEGEND

■	BRASS CAP
◉	FOUND 5/8 REBAR WITH ALUMINUM CAP STAMPED MOUNTAIN RIVER ENG. P.L.S. 8795
◎	FOUND 5/8" REBAR WITH PLASTIC CAP STAMPED P.L.S. 8795
●	SET 1/2" REBAR WITH PLASTIC CAP STAMPED P.L.S. 12457
○	FOUND 1/2" REBAR WITH CAP STAMPED PLS 8795 (SEE NOTE 1)
⋈	PLSS CORNER
1	LOT NUMBER
⊙	SET 1/2" REBAR WITH PLASTIC CAP - P.L.S. 12457 FOR INTERIOR EASEMENT ANGLE POINTS.
———	SUBDIVISION BOUNDARY LINE
———	ADJACENT PROPERTY LINE
– – –	EXISTING EASEMENT LINE
— — —	EASEMENT LINE GRANTED PURSUANT TO THIS INSTRUMENT
——— – ———	STREET CENTERLINE
———	LOT LINE
——— – – ———	SECTION LINE
P.O.B.	POINT OF BEGINNING
P.U.E.	PUBLIC UTILITIES EASEMENT

Line Table		
Line #	Length	Direction
L1	40.89'	N46°47'54"E
L2	83.00'	N89°45'30"E
L3	45.03'	N60°49'16"E
L4	74.72'	S29°10'44"E
L5	67.71'	S18°49'34"W
L6	46.57'	N1°09'00"E
L7	31.15'	N0°00'20"W
L8	16.57'	N0°00'20"W

Line Table		
Line #	Length	Direction
L9	24.62'	S89°59'40"W
L10	28.77'	N0°00'20"W
L11	9.98'	N0°00'20"W
L12	15.00'	S89°59'40"W
L13	9.98'	N0°00'20"W
L14	12.58'	N0°00'20"W
L15	10.00'	S89°59'40"W

Curve Table					
Curve #	Length	Radius	Delta	Chord Direction	Chord Length
C1	169.09'	1937.71'	5°00'00"	N6°20'18"E	169.04'
C2	191.92'	380.00'	28°56'14"	N75°17'23"E	189.89'
C3	70.23'	380.00'	10°35'20"	N84°27'50"E	70.13'
C4	121.69'	380.00'	18°20'54"	N69°59'43"E	121.17'



2194 Snake River Parkway
Suite 205
Idaho Falls, Idaho 83406
Main: 208-522-1223

HORROCKS ENGINEERS

H:\2021\D-LD-3225-21 SRL No 3 2nd Amended\Project Data\02 CAD\2-01 Base Files\D-LD-3225-21_FP.dwg

SNAKE RIVER LANDING, DIVISION NO. 3 SECOND AMENDED

A SUBDIVISION OF THE CITY OF IDAHO FALLS, BONNEVILLE COUNTY, IDAHO
BEING A REPLAT OF LOT 18, BLOCK 2 OF SNAKE RIVER LANDING DIVISION NO. 3
LOCATED IN THE SOUTHWEST 1/4 OF SECTION 24,
TOWNSHIP 2 NORTH, RANGE 37 EAST, B.M.

RECORDER'S CERTIFICATE

I HEREBY CERTIFY THAT THE FOREGOING PLAT SNAKE RIVER LANDING, DIVISION NO. 3 SECOND AMENDED WAS FILED IN THE OFFICE OF THE RECORDER OF BONNEVILLE COUNTY, IDAHO

_____

BONNEVILLE COUNTY RECORDER DATE:

TREASURER'S CERTIFICATE

I, THE UNDERSIGNED COUNTY TREASURER IN AND FOR THE COUNTY OF BONNEVILLE, STATE OF IDAHO, PURSUANT TO THE REQUIREMENTS OF I.C. §50-1308, DO HEREBY CERTIFY THAT ALL COUNTY PROPERTY TAXES DUE FOR THE PROPERTY INCLUDED IN THE BOUNDARY DESCRIPTION SHOWN HEREON ARE CURRENT.

DATE:_____ _____

BONNEVILLE COUNTY TREASURER

HEALTH DEPT. CERTIFICATE

SANITARY RESTRICTIONS AS REQUIRED BY I.C. §50-1326 HAVE BEEN SATISFIED BASED ON THE DEPARTMENT OF ENVIRONMENTAL QUALITY (DEQ) APPROVAL OF THE DESIGN PLANS AND SPECIFICATIONS AND THE CONDITIONS IMPOSED ON THE DEVELOPER FOR CONTINUED SATISFACTION OF THE SANITARY RESTRICTIONS. BUYER IS CAUTIONED THAT AT THE TIME OF THIS APPROVAL, NO DRINKING WATER OR SEWER/SEPTIC FACILITIES WERE CONSTRUCTED. BUILDING CONSTRUCTION CAN BE ALLOWED WITH APPROPRIATE BUILDING PERMITS IF DRINKING WATER OR SEWER FACILITIES HAVE SINCE BEEN CONSTRUCTED OR IF THE DEVELOPER IS SIMULTANEOUSLY CONSTRUCTING THOSE FACILITIES. IF THE DEVELOPER FAILS TO CONSTRUCT FACILITIES OR MEET THE OTHER CONDITIONS OF DEQ, THEN SANITARY RESTRICTIONS MAY BE REIMPOSED, IN ACCORDANCE WITH I.C. §50-1326, BY THE ISSUANCE OF A CERTIFICATE OF DISAPPROVAL, AND NO CONSTRUCTION OF ANY BUILDING OR SHELTER REQUIRING DRINKING WATER OR SEWER/SEPTIC FACILITIES SHALL BE ALLOWED.

EASTERN IDAHO PUBLIC HEALTH DISTRICT

_____

ENVIRONMENTAL HEALTH SPECIALIST, REHS DATE:

WATER RIGHTS DISCLOSURE

NOTICE IS HEREBY GIVEN THAT ALL LOTS OR PROPERTY INCLUDED WITHIN THIS PLAT ARE WITHIN THE NEW SWEDEN IRRIGATION DISTRICT AND THAT A SUITABLE SURFACE WATER DELIVERY SYSTEM HAS NOT BEEN PROVIDED FOR SUCH LOTS. ALL LOTS WILL REMAIN SUBJECT TO ASSESSMENTS LEVIED BY SUCH IRRIGATION ENTITY AND EACH INDIVIDUAL PURCHASER/OWNER WILL BE RESPONSIBLE TO PAY SUCH ASSESSMENTS. ALL ASSESSMENTS ARE A LIEN UPON THE LAND OR LOTS UNLESS THE PURCHASER/OWNER FILES A PETITION REQUESTING EXCLUSION FROM THE DISTRICT. THE PURCHASER/OWNER MAY FILE SUCH PETITION AT ANY FUTURE DATE. THE OWNER/DEVELOPER IS OBLIGATED TO COMPLY WITH THE PROVISIONS OF SECTION 31-3805 IDAHO CODE.

NOTWITHSTANDING THE FOREGOING, THE RESPONSIBILITY TO PAY SUCH ASSESSMENTS AND THE RIGHT TO PETITION FOR EXCLUSION FROM DISTRICT MAY BE ALTERED OR ABROGATED BY WRITTEN AGREEMENT BETWEEN NEW SWEDEN IRRIGATION DISTRICT AND SRL DEVELOPMENT, LLC AND/OR BY RECORDED DECLARATION APPROVED IN WRITING BY NEW SWEDEN IRRIGATION DISTRICT AND EXECUTED BY SRL DEVELOPMENT, LLC.

COUNTY SURVEYOR'S VERIFICATION

I CERTIFY THAT I AM A LICENSED PROFESSIONAL LAND SURVEYOR IN THE STATE OF IDAHO AND THAT I HAVE EXAMINED THIS PLAT AND FIND THAT IT COMPLIES WITH I.C. §50-1305.

DATE:_____ _____

BONNEVILLE COUNTY SURVEYOR, SHANE C. REMER PLS 12222

BOUNDARY DESCRIPTION

LOT 18 BLOCK 2 AS SHOWN ON SNAKE RIVER LANDING DIVISION NO. 3, INSTRUMENT NO. 1276049, LOCATED IN THE SOUTHWEST QUARTER OF SECTION 24, TOWNSHIP 2 NORTH, RANGE 37 EAST, BOISE MERIDIAN, BONNEVILE COUNTY IDAHO.

PARCEL CONTAINS 2.285 ACRES, MORE OR LESS.

CITY'S ACCEPTANCE

THE ACCOMPANYING PLAT WAS DULY ACCEPTED AND APPROVED BY THE CITY COUNCIL OF IDAHO FALLS ADOPTED THIS _____ DAY OF _____, 20____.

_____ _____

MAYOR CITY CLERK

_____ _____

CITY ENGINEER
KENT J. FUGAL, PE 9247

CITY SURVEYOR
KENNETH BALDWIN ROBERTS, PLS 9755

DRINKING WATER SYSTEM CERTIFICATE

PURSUANT TO I.C. §50-1334, THE OWNER DOES HEREBY CERTIFY THAT ALL LOTS SHOWN ON THIS PLAT ARE ELIGIBLE TO RECEIVE WATER FROM THE CITY OF IDAHO FALLS MUNICIPAL WATER SYSTEM, AND SAID CITY HAS AGREED IN WRITING TO PROVIDE CULINARY WATER SERVICE TO SAID LOTS PURSUANT TO THE PROVISIONS OF TITLE 8, CHAPTER 4 OF THE IDAHO FALLS CITY CODE, AS AMENDED FROM TIME TO TIME.

IN WITNESS WHEREOF, OWNER HAS HEREUNTO SET ITS SIGNATURE THIS _____DAY OF _____, 202__.

NORTH LANDING BUILDING Z, LLC (OWNER)

BY: BV MANAGEMENT SERVICES, INC., AN IDAHO CORPORATION, THE MANAGER

BY: _____
CORTNEY LIDDIARD, PRESIDENT

SURVEYOR'S CERTIFICATE

I, CHRISTOPHER ADAMS, A LICENSED PROFESSIONAL LAND SURVEYOR IN THE STATE OF IDAHO, DO HEREBY CERTIFY THAT THE SURVEY OF THIS SUBDIVISION, DESIGNATED AS SNAKE RIVER LANDING DIVISION NO. 3 SECOND AMENDED, WAS MADE UNDER MY DIRECTION, AND THAT SAID SUBDIVISION IS TRULY AND CORRECTLY SURVEYED AND STAKED AS PROVIDED BY LAW AND IN ACCORDANCE WITH THE ACCOMPANYING PLAT AS DESCRIBED HEREON.

PROFESSIONAL LAND SURVEYOR
REGISTERED
12457
STATE OF IDAHO
CHRISTOPHER ADAMS

OWNER'S DEDICATION

KNOW ALL MEN BY THESE PRESENTS: THAT THE UNDERSIGNED NORTH LANDING BUILDING Z, LLC, AN IDAHO LIMITED LIABILITY COMPANY, IS THE LAWFUL OWNER OF THE TRACT OF LAND INCLUDED WITHIN THE BOUNDARY DESCRIPTION SHOWN HEREON AND HAS CAUSED THE SAME TO BE PLATTED AND DIVIDED INTO BLOCKS, LOTS, AND STREETS, WHICH PLAT SHALL HEREAFTER BE KNOWN AS SNAKE RIVER LANDING, DIVISION NO. 3 SECOND AMENDED, A SUBDIVISION OF THE CITY OF IDAHO FALLS, IDAHO, BONNEVILLE COUNTY, IDAHO.

BE IT FURTHER KNOWN, THAT OWNER DOES HEREBY DEDICATE GRANT AND CONVEY TO THE PUBLIC, ALL STREETS AND RIGHT-OF-WAYS SHOWN HEREON, THAT OWNER ALSO DOES HEREBY GRANT AND CONVEY TO THE CITY OF IDAHO FALLS ALL PUBLIC EASEMENTS FOREVER AS IRREVOCABLE PERMANENT NON-EXCLUSIVE PUBLIC EASEMENTS AS SHOWN AND DESCRIBED HEREON.

OWNER, OR ITS HEIRS, SUCCESSORS AND ASSIGNS, AGREE THEY WILL CONSTRUCT NO PERMANENT STRUCTURE WITHIN OR UPON ANY EASEMENT SHOWN HEREON, AND THE CITY OF IDAHO FALLS AND ITS SUCCESSORS, ASSIGNS, PERMITEES OR LICENSEES SHALL ALSO HAVE THE RIGHT, TO REMOVE, CUT OR TRIM ANY TREES, BRUSH, ORNAMENTAL SHRUBBERY OR PLANT WHICH MAY INJURE OR INTERFERE WITH THE USE THEREOF FOR ITS INTENDED PURPOSES, SUCH RIGHT MAY BE EXERCISED WITHOUT PRIOR NOTICE TO OWNER OR ITS HEIRS, SUCCESSORS OR ASSIGNS.

OWNER OR ITS HEIRS, SUCCESSORS OR ASSIGNS FURTHER AGREE THAT THEY SHALL NOT PLANT ANY TREES, BRUSH, ORNAMENTAL SHRUBBERY OR PLANTS WHICH MAY HINDER THE SAFE AND EFFICIENT UTILIZATION OF SAID EASEMENTS.

OWNER OR ITS HEIRS, SUCCESSORS OR ASSIGNS HEREBY RELEASES THE CITY OF IDAHO FALLS AND ITS SUCCESSORS, ASSIGNS, PERMITEES OR LICENSEES FROM ANY CLAIM FOR DAMAGES, BASED UPON CONCEALED OR UNDISCLOSED PRIVATE IMPROVEMENTS CONSTRUCTED OR PERMITTED TO BE CONSTRUCTED BY OWNER OR ITS SUCCESSORS OR ASSIGNS WITHIN ANY PUBLIC EASEMENTS, SUBSEQUENT TO RECORDING THIS SUBDIVISION, THAT MAY BE INCURRED AS A RESULT OF THE CITY OF IDAHO FALLS AND ITS SUCCESSORS, ASSIGNS, PERMITEES OR LICENSEES ORDINARY USE OF THE PUBLIC EASEMENTS WITH DUE CARE.

OWNER OR ITS HEIRS, SUCCESSORS OR ASSIGNS DO HEREBY WARRANT AND SHALL DEFEND SUCH DEDICATION AND CONVEYANCES IN THE QUIET AND PEACEFUL POSSESSION OF THE PUBLIC OR THE CITY OF IDAHO FALLS, AS THE CASE MAY BE, AGAINST SAID OWNER AND ITS HEIRS, SUCCESSORS AND ASSIGNS, AND AGAINST EVERY PERSON WHOMSOEVER WHO LAWFULLY HOLDS OR WHO LATER CLAIMS TO HAVE LAWFULLY HELD ANY RIGHTS IN SAID ESTATE AS OF THE DATE HEREOF.

IN WITNESS WHEREOF, OWNER HAS HEREUNTO SUBSCRIBED ITS SEAL AND SIGNATURE THIS _____DAY OF _____, 202____.

NORTH LANDING BUILDING Z, LLC (OWNER)

BY: BV MANAGEMENT SERVICES, INC., AN IDAHO CORPORATION, THE MANAGER

BY: _____

CORTNEY LIDDIARD, PRESIDENT

ACKNOWLEDGMENT

STATE OF IDAHO)
:SS.
COUNTY OF BONNEVILLE)

ON THIS _____ DAY OF_____, 20___, BEFORE ME THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR SAID STATE, PERSONALLY APPEARED CORTNEY LIDDIARD, KNOWN OR IDENTIFIED TO ME TO BE THE PRESIDENT OF BV MANAGEMENT SERVICES, INC. WHICH CORPORATION IS THE MANAGER OF NORTH LANDING BUILDING Z, LLC AND THE MANAGER WHO SUBSCRIBED SAID LIMITED LIABILITY COMPANY'S NAME TO THE FOREGOING OWNER'S DEDICATION AND THE DRINKING WATER SYSTEM CERTIFICATE AND ACKNOWLEDGED TO ME THAT SUCH CORPORATION AS THE MANAGER IS AUTHORIZED AND EXECUTED THE SAME IN SAID LIMITED LIABILITY COMPANY'S NAME.

IN WITNESS WHEREOF, I HAVE HEREUNTO SET MY HAND AND AFFIXED MY OFFICIAL SEAL THE DAY AND THE YEAR IN THIS CERTIFICATE FIRST ABOVE WRITTEN.

_____
NOTARY PUBLIC FOR THE STATE OF IDAHO
RESIDING IN BONNEVILLE COUNTY, IDAHO
COMMISSION EXPIRATION DATE: _____

2194 Snake River Parkway
Suite 205
Idaho Falls, Idaho 83406
Main: 208-522-1223

HORROCKS ENGINEERS

H:\2021\D-LD-3225-21 SRL No 3 2nd Amended\Project Data\02 CAD\2.01 Base Files\D-LD-3225-21_FP.dwg

STAFF REPORT
FINAL PLAT
Snake River Landing Division No. 3, 2nd Amended Plat
October 28, 2021

IDAHO FALLS
Community Development Services

Applicant: Horrocks Engineers

Project Manager: Caitlin Long

Location: Generally, north of Whitewater Dr, east of the Snake River, south of Pier View Dr, west of Milligan Rd

Size: 2.285 Acres
Lots:
Total: 2
Buildable: 2

Existing Zoning:
Site: CC
North: CC
South: LC
East: CC
West: CC

Existing Land Uses:
Site: Commercial
North: Vacant
South: Commercial
East: Commercial
West: Commercial

Future Land Use Map:
Greenbelt Mixed Uses

Attachments:
1. Subdivision and Zoning Ordinance Requirements
2. Comprehensive Plan Policies
3. Maps and aerial photos
4. Final Plat

Requested Action: To **approve** the amended final plat for Snake River Landing Division No. 3.

Staff Comments: This parcel was annexed in 2004 and given the initial zone of C-1. This was rezoned to CC in 2018 with the City-wide initiated Zoning change. The preliminary plat was approved in July 2007. The final plat for Division 3 was approved in August 2007. This is an amended plat to divide the lot into two separate lots for a commercial site. Access will come from Pier View Drive and there will be shared access for the future use of the new lot.

Staff Recommendation: Staff has reviewed the final plat and finds it complies with the Subdivision Ordinance and is consistent with the development standards of the CC Zone. Staff recommends approval of the plat.

Subdivision Ordinance: Boxes with an "X" indicated compliance with the ordinance

REQUIREMENTS	Staff Review
Requirements listed in Section 10-1:	
Building envelopes sufficient to construct a building.	X
Lot dimensions conform to the minimum standards of Zoning Ordinance.	X
Lots have full frontage on, and access to, a dedicated street.	X
Residential lots do not have direct access to arterial streets.	N/A
Direct access to arterial streets from commercial or industrial lots shall be permitted only where it can be demonstrated that: 1) The direct access will not impede the flow of traffic on the arterial or otherwise create an unsafe condition; 2) There is no reasonable alternative for access to the arterial via a collector street; 3) There is sufficient sight distance along the arterial from the proposed point of access; 4) The proposed access is located so as not to interfere with the safe and efficient functioning of any intersection; and 5) The developer or owner agrees to provide all improvements, such as turning lanes or signals, necessitated for the safe and efficient uses of the proposes access.	X
Adequate provisions shall be made for soil preservation, drainage patterns, and debris and waste disposal and collection.	X
Sidelines of lots shall be at, or near, right angles or radial to the street lines. All corner lots shall have a minimum radius of twenty feet on the property line.	X
All property within the subdivision shall be included within a lot or area dedicated for public use.	X
All corner lots zoned RP through R-3, inclusive, shall be a minimum of ten percent larger in area than the average area of all similarly zoned lots in the plat or subdivision under consideration.	N/A
All major streets in subdivision must conform to the major street plan of the City, as set forth in Comprehensive Plan.	X
The alignment and width of previously platted streets shall be preserved unless topographical conditions or existing buildings or structures required otherwise.	X
Residential lots adjoining arterial streets shall comply with: 1) Such lots shall have reverse frontage on the arterial streets, 2) such lots shall be buffered from the arterial street by any effective combination of the following: lot depth, earth berms, vegetation, walls or fences, and structural soundproofing, 3) Minimum lot depth shall be 150 ft except where the use of berms, vegetation, and structures can be demonstrated to constitute an effective buffer, 4) Whenever practical, existing roadside trees shall be saved and used in the arterial buffer, 5) Parking areas shall be used as part of the arterial buffer for high density residential uses, 6) Annexation and development agreement shall include provisions for installation and continued maintenance of arterial buffers.	N/A
Planning Director to classify street on basis of zoning, traffic volume, function, growth, vehicular & pedestrian safety, and population density.	No new streets

Section 10-1-9A
(9) If the final plat conforms to the provisions of this Chapter and all other applicable State or Federal laws, or local ordinances, the Council shall approve the final plat and authorize the Mayor and Clerk to sign the original plat.

Zoning Ordinance:
11-3-5: Purpose of Commercial Zones,
(B) CC Central Commercial Zone. This zone provides a mixed use zone which includes a variety of housing types and a variety of commercial uses. For this reason, the Zone is primarily located in the central part of the City where development has already occurred and the street and land use patterns are more densely developed. The CC Central Commercial Zone is characterized by lighted streets, ample pedestrian ways and vehicular parking lots for the convenience and safety of the public. Shops, stores, offices and other buildings are also characteristic of this Zone. Uses which tend to create business "dead spots," cause undue scattering of business, and generally tend to thwart the use of the land for its primary purpose, are excluded from this Zone.

Table 11-3-5: Dimensional Standards for Commercial Zones

	CC	PB	LC	HC
Site width at front setback - Minimum in ft.		50	*	50
Setbacks – Minimum in ft.				
Front		20	20*	20
Side			*	
Rear			*	
Landscape buffer contiguous to street* in ft.	7*	15	20*	20*
Landscape buffer contiguous to a residential Zones* in ft.	10	10	20/10	30/10
Building height – Maximum in ft.		*	*	
Lot Coverage- Maximum in %		80	80	
*See explanations, exceptions and qualifications that follow in Section 11-3-6A (1-6) of this Zoning Code.				

(1) In the LC Zone, structures may encroach into the twenty foot (20') setback up to ten feet (10') when designed with a pedestrian walkway a minimum of five feet (5') in width connecting the public sidewalk to the structure's entrance. Parking is not permitted to encroach into the twenty foot (20') setback.

(2) In the HC Zone, display space may encroach into the landscape buffer contiguous to the street. Such encroachments may not exceed twenty five percent (25%) of the linear frontage contiguous to the street.

(3) In the CC Zone, the landscape buffer contiguous to a street may be reduced or removed where a building is located within the required landscape buffer, as determined by the Zoning Administrator.

(4) When a multi-unit dwelling or commercial use is developed on a property that adjoins a property zoned RE, RP, R1, R2, TN, or on unincorporated land designated for Low Density Residential in the City's Comprehensive Plan and the height of the building is over twenty-four feet (24'),

every one foot (1') of additional building height requires an additional two feet (2') in setback with the minimum setback being thirty feet (30').

(5) For commercial uses, lot coverage shall include all areas under roofs and paved surfaces including driveways, walks, and parking areas. The remaining lot area shall be landscaped as required by this Code.

(6) In the LC Zone residential uses shall comply with the R3A Zone dimensional standards. (Ord. 3233, 12-20-18) (Ord. 3277, 10-10-19)

Comprehensive Plan Policies:

Regional commercial centers, as other major traffic generators, should be located approximately at or within one-half mile from major state thoroughfares and be served by existing arterial streets. (p.48)

Cluster community commercial centers and highway commercial rather than encourage strip commercial along arterial streets. (p.48)

June 1, 2021 7:00 p.m. Planning Department

City Annex Building

MEMBERS PRESENT: Commissioners Brent Dixon, Arnold Cantu, Joanne Denney, Gene Hicks, Lindsey Romankiw, George Morrison, Margaret Wimborne.

MEMBERS ABSENT: Natalie Black

ALSO PRESENT: Planning Director Brad Cramer; Assistant Planning Directors Kerry Beutler, Caitlin Long, Brian Stevens and interested citizens.

CALL TO ORDER: Brent Dixon called the meeting to order at 7:00 p.m.

CHANGES TO AGENDA: None.

Business:

2. PLAT 21-019: FINAL PLAT. Final Plat for Snake River Landing Division No. 3 2nd Amended.

Applicant: Justin Scott, Horrocks, Engineers, 2194 Snake River Parkway, Idaho Falls, Idaho. Scott stated that this Final Plat will split an existing lot from one into two lots.

Dixon asked if this will be a big enough lot to develop something on it.

Scott stated that they are splitting in order to allow for another building to be placed as there is a pad on the corner with an existing water service stubbed to the lot, but sewer service would need to be brought in.

Caitlin Long presented the staff report, a part of the record.

Morrison moved to recommend to the Mayor and City Council approval of the Final Plat for Snake River Landing Division No. 3, 2nd Amended Plat, Cantu seconded the motion. Dixon called for roll call vote: Cantu, yes; Denney, yes; Hicks, yes; Morrison, yes; Romankiw, yes; Wimborne yes. The motion passed unanimously.

REASONED STATEMENT OF RELEVANT CRITERIA AND STANDARDS

FINAL PLAT OF SNAKE RIVER LANDING DIVISION NO. 3, 2nd AMENDED, LOCATED GENERALLY NORTH OF WHITEWATER DR, EAST OF SNAKE RIVER PKWY, SOUTH OF PIER VIEW DR, WEST OF MILLIGAN RD.

WHEREAS, the applicant filed an application for a final plat on April 21, 2021; and

WHEREAS, this matter came before the Idaho Falls Planning and Zoning Commission during a duly noticed public meeting on June 1, 2021; and

WHEREAS, this matter came before the Idaho Falls City Council during a duly noticed public meeting on October 28, 2021; and

WHEREAS, having reviewed the application, including all exhibits entered and having considered the issues presented:

I. RELEVANT CRITERIA AND STANDARDS

1. The City Council considered the request pursuant to the City of Idaho Falls 2013 Comprehensive Plan, the City of Idaho Falls Zoning Ordinance, the City of Idaho Falls Subdivision Ordinance, the Local Land Use Planning Act, and other applicable development regulations.
2. The property is an approximate 2.285 acre parcel located generally north of Whitewater Dr, east of Snake River Pkwy, south of Pier View Dr, west of Milligan Rd
3. The property is zoned CC and includes 2 lots.
4. Access to the development will be consistent with the Access Management Plan.
5. The plat complies with all requirements of the Subdivision Ordinance and Zoning Ordinance.
6. The proposed development is consistent with the principles of the City's Comprehensive Plan.

II. DECISION

Based on the above Reasoned Statement of Relevant Criteria, the City Council of the City of Idaho Falls approved the Final Plat.

PASSED BY THE CITY COUNCIL OF THE CITY OF IDAHO FALLS

THIS _____ DAY OF _____, 2021

_____

Rebecca L. Noah Casper, Mayor

Memorandum

File #: 21-285 **City Council Meeting**

FROM: Brad Cramer, Director
DATE: Tuesday, October 19, 2021
DEPARTMENT: Community Development Services

Subject

Public Hearing-Part 1 of 2 of the Annexation and Initial Zoning-Annexation Ordinance and Reasoned Statement of Relevant Criteria and Standards for 37.223 acres, Southwest ¼ of the Southeast ¼ of Section 27, Township 2 North, Range 37 East.

Council Action Desired

☒ Ordinance ☐ Resolution ☐ Public Hearing

☐ Other Action (Approval, Authorization, Ratification, etc.)

1. Approve the Ordinance annexing 37.223 acres, Southwest ¼ of the Southeast ¼ of Section 27, Township 2 North, Range 37 East under a suspension of the rules requiring three complete and separate readings and request 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, reject the Ordinance, or take other action deemed appropriate).

2. Approve the Reasoned Statement of Relevant Criteria and Standards for the annexation of 37.223 acres, Southwest ¼ of the Southeast ¼ of Section 27, Township 2 North, Range 37 East and give authorization for the Mayor to execute the necessary documents (or take other action deemed appropriate).

Description, Background Information & Purpose

Attached is part 1 of 2 of the application for Annexation and Initial Zoning of HC, Highway Commercial and LC, Limited Commercial with Airport Overlay Zone Controlled Development which includes the Annexation Ordinance and Reasoned Statement of Relevant Criteria and Standards for 37.223 acres, Southwest ¼ of the Southeast ¼ of Section 27, Township 2 North, Range 37 East. The Planning and Zoning Commission considered this item at its September 7, 2021, meeting and recommended approval by a unanimous vote. Staff concurs with this recommendation.

Alignment with City & Department Planning Objectives



☐ ☒ ☒ ☐ ☒ ☐ ☐ ☐

Consideration of annexation must be consistent with the principles of the Comprehensive Plan which includes many policies and goals related to Good Governance, Growth, Sustainability, and Livable Communities.

Interdepartmental Coordination

The annexation legal description has been reviewed by the Survey Division.

Fiscal Impact

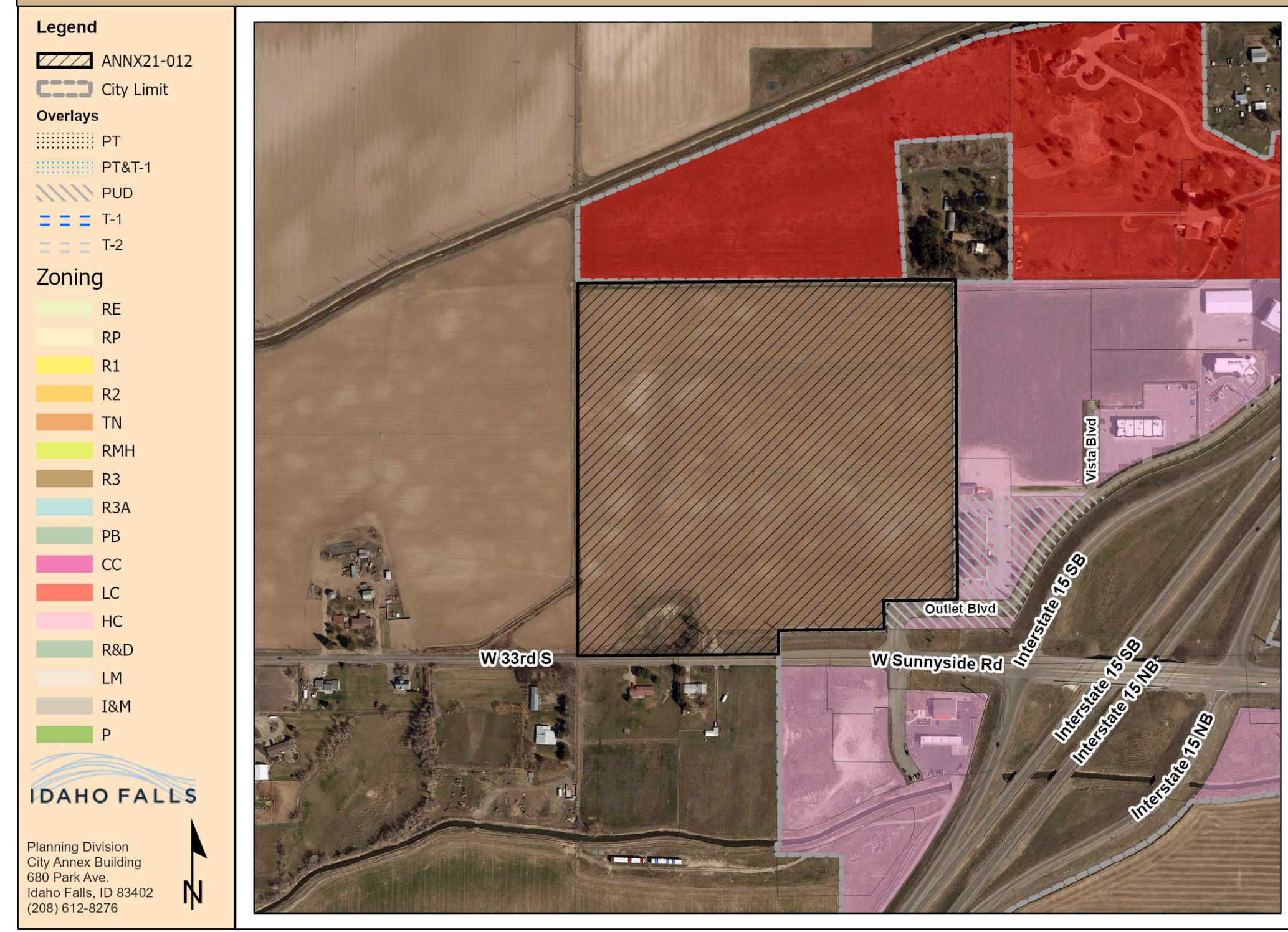
NA

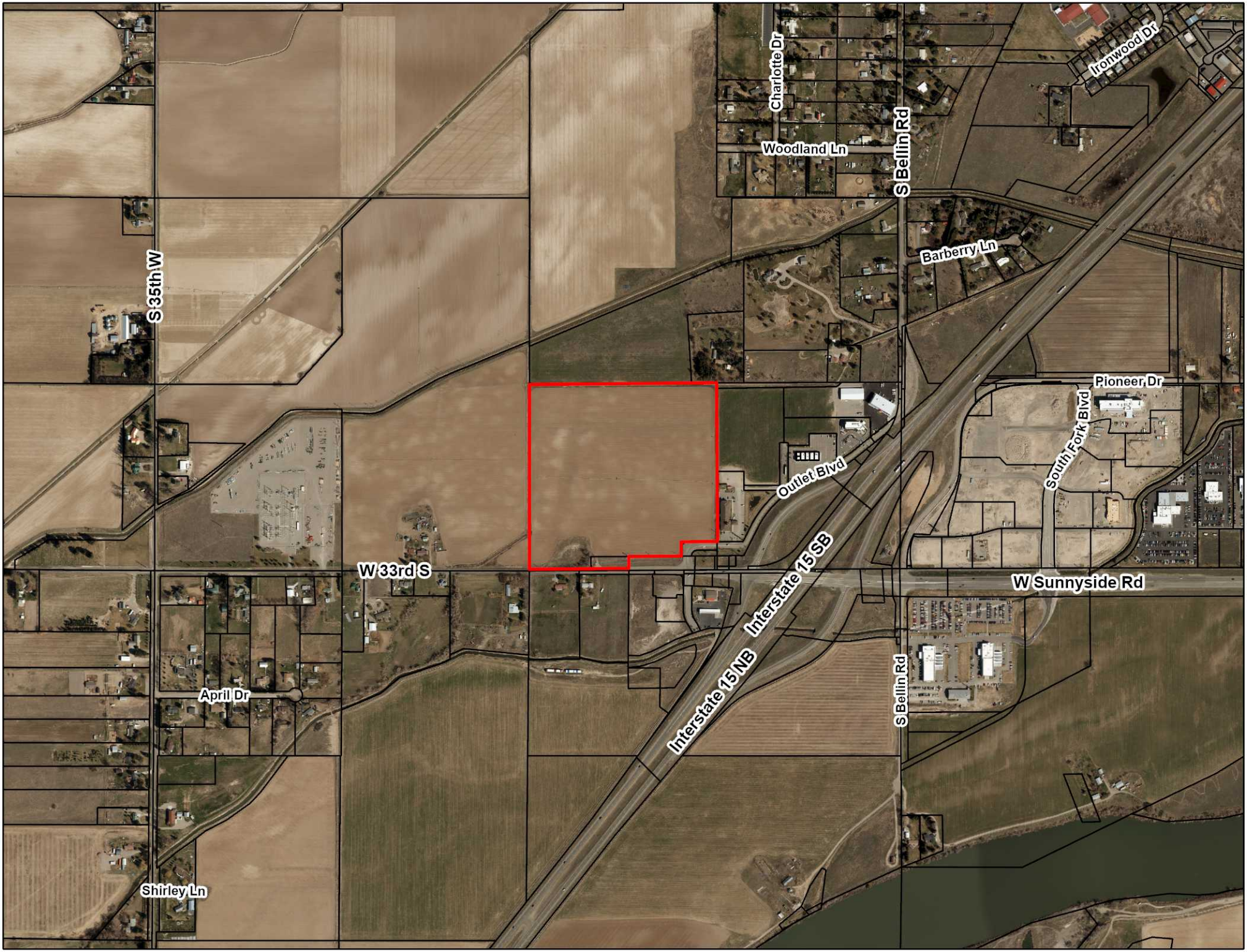
Legal Review

This application and ordinance have been reviewed by Legal pursuant to applicable law.

Annexation and Initial Zoning

ANNX21-012 Annex and Initial Zoning of HC & LC Sunnyside Westside



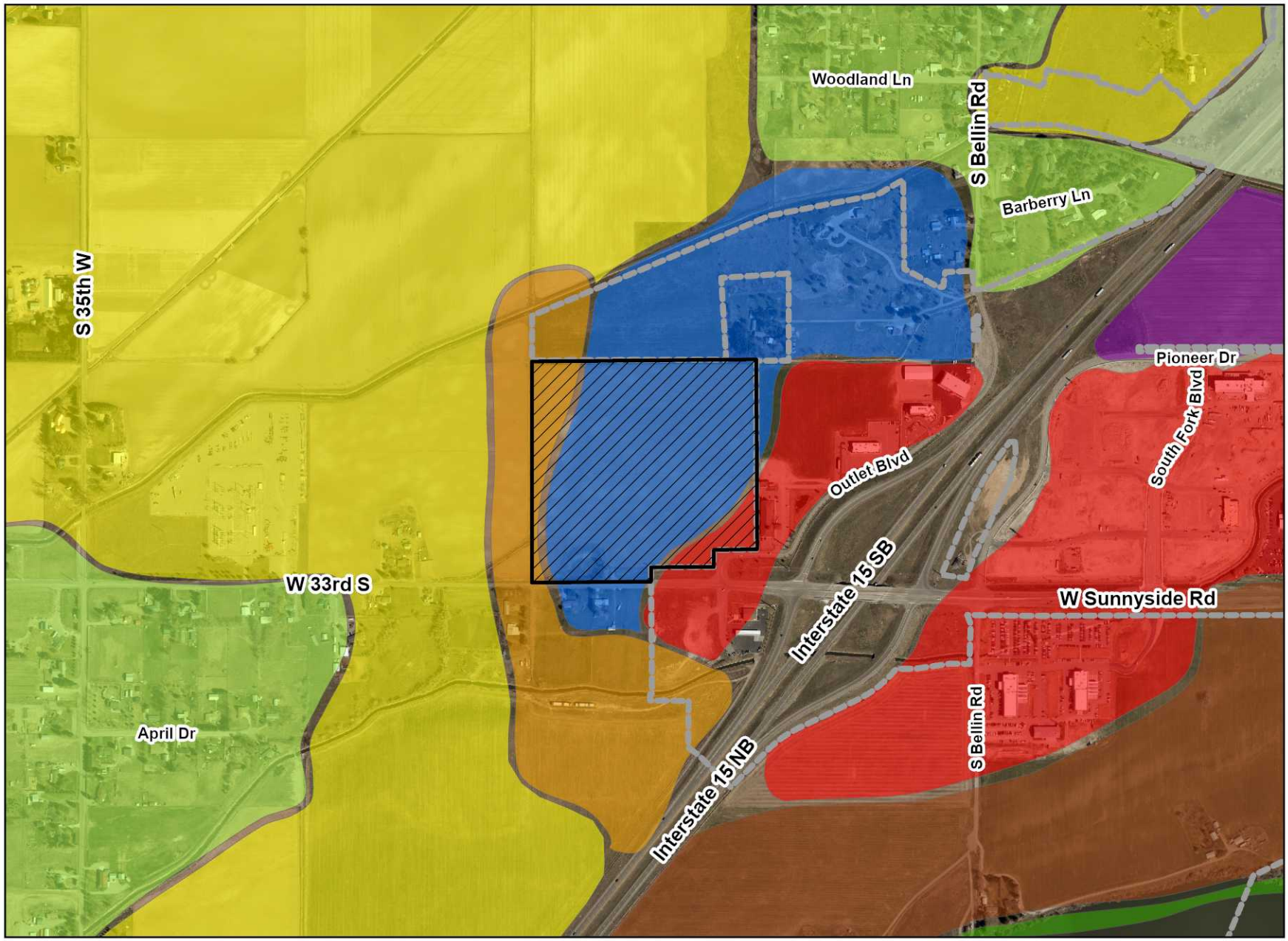

Charlotte Dr
Ironwood Dr
Woodland Ln
S Bellin Rd
S 35th W
Barberry Ln
Pioneer Dr
South Fork Blvd
Outlet Blvd
W 33rd S
Interstate 15 SB
W Sunnyside Rd
Interstate 15 NB
S Bellin Rd
April Dr
Shirley Ln

Annexation and Initial Zoning

ANNX21-012 Annex and Initial Zoning of HC & LC Sunnyside Westside

- Estate
- Low Density
- Higher Density
- Greenbelt Mixed Uses
- Parks and Recreation
- Public Facilities and Open Spaces
- Commercial
- Employment Centers
- Medical Services Centers
- Higher Education Centers
- Planned Transition
- Highway-related industrial
- Railroad-related industrial

Comprehensive Plan



IDAHO FALLS

Planning Division
City Annex Building
680 Park Ave.
Idaho Falls, ID 83402
(208) 612-8276

N

Airport

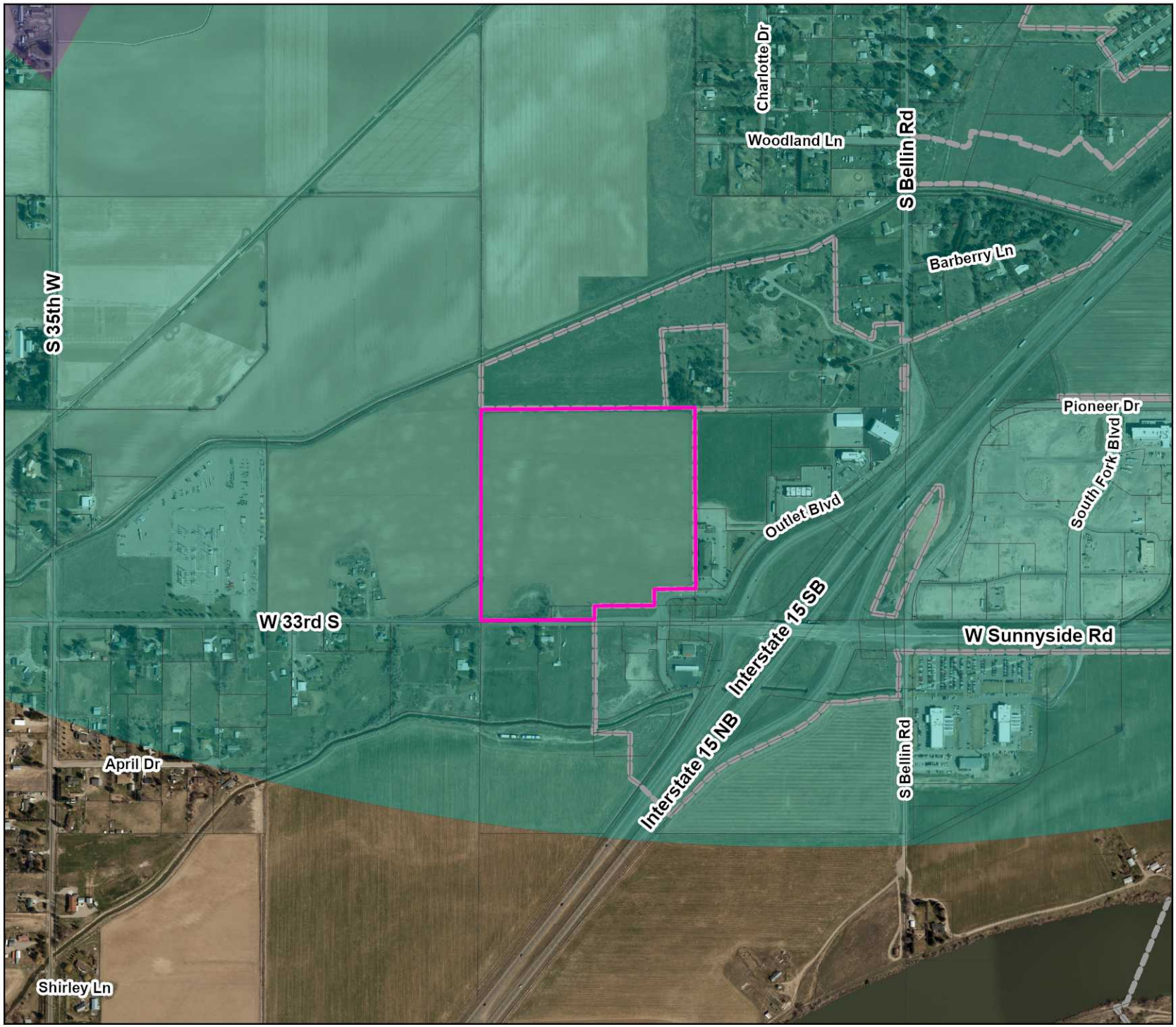
Land Uses

Legend

IFRA Off Airport Land Use

Compatible Land Use

- Approach Surface
- Controlled Development
- Controlled Development Approach Surface
- Limited Development
- Limited Development Approach Surface
- No Development
- Parcel
- City Limit
- Street Names
- ANNX21-012



IDAHO FALLS

Planning Division
City Annex Building
680 Park Ave.
Idaho Falls, ID 83402
(208) 612-8276

N

STAFF REPORT
ANNEXATION AND INITIAL ZONING
Annex & Initial Zoning of HC and LC with Airport Overlay Controlled Development Zone
37.223 Acres SW ¼ of the SE ¼ Sec 27, T2N, R37E
October 28, 2021

IDAHO FALLS
Community Development Services

Applicant: Connect Engineering

Project Manager: Caitlin Long

Location: Generally, north of W 33rd S, east of S 35th W, south of the Porter Canal, west of Outlet Blvd

Size: 37.223 acres

Existing Zoning: County A-1
North: LC/County A-1
South: County A-1
East: HC
West: County A-1

Proposed Zoning: HC and LC with Airport Overlay Controlled Development Zone

Existing Land Uses:
Site: Agriculture
North: Agriculture
South: Agriculture
East: Commercial/Vacant
West: Agriculture

Future Land Use Map: Higher Density, Employment Center, Commercial

Attachments:
1. Comprehensive Plan Policies
2. Zoning Information
3. Maps and Aerial Photos

Requested Action: Approval of annexation and initial zoning of HC and LC with Airport Overlay Controlled Development Zone.

Annexation: This is a Category "A" annexation as it is requested by the property owner. The property is within the Area of Impact and contiguous to city limit on the east and north property line. Annexation of the property is consistent with the City's Comprehensive Plan.

Initial Zoning: The proposed zoning is HC, Highway Commercial in the front part of the property and the remaining back portion of the property will be LC, Limited Commercial. The Comprehensive Plan identifies this area as Higher Density, Employment Center, and Commercial. This property is currently zoned A-1 in the County, which is a primarily agriculture zone.

Staff Comments: The property is located north of W 33rd S. It consists of approximately 37.223 acres. The property will have access to W 33rd S, a principal arterial as well as a future proposed principal arterial that would run along on the west side of the property and be aligned with Old Butte Rd to the north.

The proposed zone is HC and LC with an Airport Overlay Controlled Development Zone. HC Highway Commercial provides a commercial zone for retail and service uses serving the traveling public, with locations along highways leading into the city. The back part of the property would be zoned LC Limited Commercial, characterized by smaller scale commercial uses and residential uses, for a mixed-use zone. This property is located in the Controlled Development land use of the Airport Overlay Zone. The uses between the HC and LC zones and Airport Overlay Controlled Development zone are compatible.

Staff Recommendation: Staff recommends approval of the annexation and initial zoning of HC and LC with Airport Overlay Controlled Development Zone as it is consistent with the policies of the Comprehensive Plan.

Comprehensive Plan Policies:

Create a node of higher density housing and mixed uses to provide a ready market and to add interest to our arterial streets. (pg. 34)

Cluster community commercial centers and highway commercial rather than encourage strip commercial along arterial streets. (pg. 48)

Encourage development in areas served by public utilities or where extension of facilities are least costly. (p. 67)

Zoning Ordinance:
11-3-5: PURPOSE OF COMMERCIAL ZONES
(C) LC Limited Commercial Zone. This zone provides a commercial zone for retail and service uses which supply the daily household needs of the City's residents. This Zone is usually located on major streets contiguous to residential uses. This zone is characterized by smaller scale commercial uses which are easily accessible by pedestrians and non-motorized vehicles from the surrounding residential neighborhoods, although larger scale developments such as big-box stores may still serve as anchors. Connectivity is provided with walkways that provide access to and through the development site. Parking for vehicles is understated by the use of landscaping, location, and provision of pedestrian walkways to the businesses.

(D) HC Highway and General Commercial Zone. This zone provides a commercial zone for retail and service uses serving the traveling public. Characteristics of the Zone are buildings set back from the right-of-way line to promote safety on the highway and maintain maximum use of highway right-of way for travel purposes, and a wide variety of architectural forms and shapes. This Zone should be located at specific locations along highways leading into the City.

Table 11-3-5: Dimensional Standards for Commercial Zones

	CC	PB	LC	HC
Site width at front setback - Minimum in ft.		50	*	50
Setbacks – Minimum in ft.				
Front		20	20*	20
Side			*	
Rear			*	
Landscape buffer contiguous to street* in ft.	7*	15	20*	20*
Landscape buffer contiguous to a residential Zones* in ft.	10	10	20/10	30/10
Building height – Maximum in ft.		*	*	
Lot Coverage- Maximum in %		80	80	
*See explanations, exceptions and qualifications that follow in Section 11-3-6A (1-6) of this Zoning Code.				

(1) In the LC Zone, structures may encroach into the twenty foot (20') setback up to ten feet (10') when designed with a pedestrian walkway a minimum of five feet (5') in width connecting

the public sidewalk to the structure's entrance. Parking is not permitted to encroach into the twenty foot (20') setback.

(2) In the HC Zone, display space may encroach into the landscape buffer contiguous to the street. Such encroachments may not exceed twenty five percent (25%) of the linear frontage contiguous to the street.

(6) In the LC Zone residential uses shall comply with the R3A Zone dimensional standards.

11-3-4: STANDARDS FOR RESIDENTIAL ZONES.

Table 11-3-1: Standards for Residential Zones

	RE	RP	R1	R2	TN	R3	R3A	RMH
Lot Area								
Lot Area Minimum in ft^2	1 acre*	12,000	7,000	6,000*	3,000*	5,000*	5,000	5,000
Lot Area Maximum in ft^2			13,500*					
Site Width								
Site Width at Front Setback, Minimum in ft.	150	60	50	50	25	50	50	50
Setbacks, Minimum in ft.								
Front	40	30*	25*	20*	15*	15	15	30
Front Maximum in ft.					20*			
Side	20	7.5/10*	6	6	5	6	6	10
Rear	40	25	25	25	10	25*	25*	25*
Lot Coverage, Building Height, and Density								
Maximum Lot Coverage in %	30	40	40	80	50	80	80	40
Maximum Building Height in ft*	24	24	24	24	*			24
Maximum Density in net units/acre	1	4	6	17	15	35	35	8
*See explanations, exceptions and qualifications in Section 11-3-4A,B,C of this Zoning Code.								

(Ord. 3218, 9-13-18)

Proposed Land Use Classification	RE	RP	R1	R2	TN	RMH	R3	R3A
Religious Institution*	C_2	C_2	C_2	C_2	C_2	C_2	C_2	C_2
Residential Care Facility							P	P
Retail					P*			C_2
School*	C_2	C_2	C_2	C_2	C_2	C_2	C_2	C_2
Short Term Rental*	P	P	P	P	P	P	P	P
Transite Station								P

(Ord. 3218, 9-13-18) (Ord. 3277, 10-10-19)

11-2-4: ALLOWED USES IN COMMERCIAL ZONES.

Table 11-2-2: Allowed Uses in Commercial Zones

P = permitted use. C_1 = administrative conditional use. C_2 = Planning Commission conditional use. C_3 = City Council conditional use. A blank denotes a use that is not allowed in that zone.

*Indicates uses that are subject to specific land use provisions set forth in the Standards for Allowed Land Uses Section of this Chapter.

	Commercial				
Proposed Land Use Classification	**PB**	**CC**	**LC**	**HC**	**PT**
Accessory use*	P	P	P	P	P
Accessory use, Fuel Station*		P	P	P	
Accessory use, Storage Yard*		P	P	P	
Amusement Center, Indoor		P	P	P	
Amusement Center, Indoor Shooting Range*		P	P	P	
Amusement Center, Outdoor*				P	
Animal Care Clinic*	P	P	P	P	
Animal Care Facility*				P	
Bed and Breakfast*		P	P		P
Boarding /Rooming House		P	P		P
Building Material, Garden and Farm Supplies			P	P	
Cemetery*		C_2	C_2	C_2	
Club*		P	P	P	
Communication Facility		P	P	P	
Day Care, all Types*	P	P	P	P	P
Drinking establishment		P		P	
Drive-through Establishment *	P*	P	P	P	P
Dwelling, accessory unit *		P	P	P	P
Dwelling, multi-unit*		P	P		P
Dwelling, single unit attached			P		
Dwelling, single unit detached			P		
Dwelling, two unit			P		P
Eating establishment		P	P	P	P
Eating Establishment, limited	P	P	P	P	P
Financial Institutions	P	P	P	P	P
Entertainment and Cultural Facilities	P	P	P	P	P

Proposed Land Use Classification	PB	CC	LC	HC	PT
Equipment Sales, Rental and Services			P	P	
Food Processing, small scale				P	
Food store		P	P	P	P
Health Care and Social Services	P	P	P	P	P
Higher Education Center		P	P	P	P
Home Occupation*	P	P	P	P	P
Hospital*	C_2	C_2	C_2	C_2	C_2
Industry, craftsman	P	P	P	P	
Industry, light		P		P	
Information Technology	P	P	P	P	P
Laundry and Dry Cleaning		P			P
Live-Work*	C_2	P	P	P	P
Lodging Facility		P	P	P	P
Mortuary				P	P
Parking Facility		P	P	P	P
Pawn Shop		P			
Personal Service	P	P	P	P	P
Professional Service	P	P	P	P	P
Planned Unit Development*		C_3	C_3		C_3
Public Service Facility*	C_2	C_2	C_2	C_2	C_2
Public Service Facility, Limited	P	P	P	P	P
Public Service Use	P	P	P	P	P
Recreation Vehicle Park*				P	
Religious Institution*		P	P	P	P
Residential Care Facility	P	P	P	P	P
Retail		P	P	P	P
School*		P	P	P	P
Short Term Rental*		P	P		P
Fuel Station		P	P	P	
Fuel Station, Super		C_2	P	P	
Storage Facility, Indoor		P	P	P	P
Storage Facility, Outdoor				P	
Storage Yard*				P	
Transit Station		P	P	P	P
Vehicle and Equipment Sales			P	P	
Vehicle Body Shop				P	
Vehicle Repair and Service		P	P	P	
Vehicle Sales, Rental and Service		P		P	
Vehicle Washing Facility		C_2	C_2	P	

(Ord. 3210, 8-23-18) (Ord. 3218, 9-13-18) (Ord. 3233, 12-20-18) (Ord. 3277, 10-10-19)

Table 11-5-6: Compatible Uses in the Airport Overlay

"N" denotes a use that is not compatible and is prohibited.
"Y" denotes a use that is compatible.
"C" denotes a use that is compatible that meets one or more of the following indicated conditions where applicable:

a. Residential densities must be less than nine (9) units per acre for areas of parcels located within the sixty fi ve (65) decibel limit on the IFRA Noise Contours Map (located in the City's Planning Division)
b. Structures shall be shifted away from runway centerline when possible
c. A recorded avigation easement is required
d. A recorded avigation easement is required if within one thousand feet (1000') of the runway.
e. Permitted uses will not create bodies of water, or generate smoke, steam, or other visual obstruction
f. An Airport Disclosure Note is required on plats recorded after the adoption of this Section.

Compatable Land Uses				
Land Use	No Development	Limited Development Approach Surface	Controlled Development Approach	Limited Development
Accessory use	N	C[c,f]	Y	Y
Adult Business	N	C[c,f]	Y	Y
Agriculture	N	Y	Y	Y
Agriculture Tourism	N	C[c,f]	Y	Y
Airport	Y	Y	Y	Y
Amusement Center, Indoor	N	N	Y	Y
Amusement Center, Indoor Shooting Range	N	N	Y	Y
Amusement Center, Outdoor	N	C[c,e,f]	C[e]	Y
Animal Care Clinic	N	C[C,F]	Y	Y
Animal Care Facility	N	C[c,f]	Y	Y
Artist Studio	N	C[b,c,e,f]	C[e]	C[e]
Auction, livestock	N	C[c,e,f]	Y	Y
Bed and Breakfast	N	N	C[a,b,f]	C[d,f]
Boarding /Rooming House	N	N	C[a,b,f]	C[d,f]
Building Contractor Shop	N	C[b,c,f]	Y	Y
Building Material, Garden and Farm Supplies	N	C[b,c,f]	Y	Y
Cemetery	N	C[c,e,f]	C[e]	Y
Club	N	N	Y	Y
Communication Facility	N	C[b,c,e,f]	Y	Y
Correctional Facility or Jail	N	C[b,c,e,f]	C[b,e]	Y
Day Care, all Types	N	C[b,c,f]	Y	Y
Drinking Establishment	N	C[b,c,f]	Y	Y

Compatable Land Uses				
Land Use	No Development	Limited Development Approach Surface	Controlled Development Approach	Limited Development
Drive-through Establishment	N	C[b,c,f]	Y	Y
Dwelling, accessory unit	N	N	C[a,b,f]	C[d,f]
Dwelling, multi-unit	N	N	C[a,b,f]	C[d,f]
Dwelling, single unit attached	N	N	C[a,b,f]	C[d,f]
Dwelling, single unit detached	N	N	C[a,b,f]	C[d,f]
Dwelling, two unit	N	N	C[a,b,f]	C[d,f]
Eating Establishment	N	C[b,c,f]	Y	Y
Eating Establishment, limited	N	C[b,c,f]	Y	Y
Equipment Assembly	N	C[b,c,e,f]	C[b,e]	C[e]
Entertainment and Cultural Facilities	N	N	Y	C[e]
Equipment Sales, Rental and Services	N	C[b,c,f]	Y	Y
Financial Institutions N	N	C[b,c,f]	Y	Y
Food Processing, small scale	N	C[b,c,e,f]	C[b,e]	C[e]
Food Processing N Cb,c,e,f Cb,e Ce	N	C[b,c,e,f]	C[b,e]	C[e]
Food Store N Cb,c,f Y Y	N	C[b,c,f]	Y	Y
Fuel Station N Cb,c,f Y Y	N	C[b,c,f]	Y	Y
Fuel Station, super N Cb,c,f Y Y	N	C[b,c,f]	Y	Y
Health Care and Social Services N N Y Y	N	N	Y	Y
Higher Education Center N Cb,c,f Y Y	N	C[b,c,f]	Y	Y
Home Occupation N N Y Y	N	N	Y	Y
Hospital N Cb,c,f Y Y	N	C[b,c,f]	Y	Y
Industry, Craftsman N Cb,c,e,f Cb,e Ce	N	C[b,c,e,f]	C[b,e]	C[e]
Industry, Heavy N Cb,c,e,f Cb,e Ce	N	C[b,c,e,f]	C[b,e]	C[e]
Industry, Light N Cb,c,e,f Cb,e Ce	N	C[b,c,e,f]	C[b,e]	C[e]
Information Technology N Cb,c,f Y Y	N	C[b,c,f]	Y	Y
Laundry and Dry Cleaning N Cb,c,f Y Y	N	C[b,c,f]	Y	Y
Live-Work	N	N	C[a,b,f]	C[d,f]
Lodging Facility	N	N	C[a,b,f]	C[d,f]
Manufactured Home	N	N	C[a,b,f]	C[d,f]
Medical Support Facility	N	C[b,c,f]	Y	Y
Mobile Home Park	N	N	C[a,b]	C[d,f]
Mortuary	N	N	Y	Y
Park and Recreation Facility	N	N	Y	Y
Parking Facility	C[b,c,e,f]	C[b,c,f]	Y	Y
Pawn Shop	N	C[b,c,f]	Y	Y
Personal Service	N	C[b,c,f]	Y	Y
Planned Unit Development	N	N	C[a,d,f]	C[d,f]
Professional Service	N	C[b,c,f]	Y	Y
Public Service Facility	C[b,c,e,f]	C[b,c,e,f]	C[b,e]	C[e]

Compatable Land Uses				
Land Use	No Development	Limited Development Approach Surface	Controlled Development Approach	Limited Development
Public Service Facility, limited	C[b,c,e,f]	C[b,c,e,f]	C[b,e]	C[e]
Public Service Use	C[b,c,e,f]	C[b,c,e,f]	C[b,e]	C[e]
Railroad Freight Terminal and Station	C[b,c,e,f]	C[b,c,f]	Y	Y
Recreational Vehicle Park	N	N	C[a,b,f]	C[d,f]
Religious Institution	N	N	Y	Y
Research and Development	N	C[b,c,e,f]	C[b,e]	C[e]
Residential Care Facility	N	N	C[a,b,f]	C[d,f]
Retail	N	C[b,c,f]	Y	Y
School	N	C[b,c,f]	Y	Y
Short Term Rental	N	N	C[a,b,f]	C[d,f]
Storage Facility, Indoor	N	C[b,c,f]	Y	Y
Storage Facility, self serve	N	C[b,c,f]	Y	Y
Storage Yard	N	C[b,c,f]	Y	Y
Terminal Yard, trucking and bus	C[b,c,e,f]	C[b,c,f]	Y	Y
Transit Station	C[b,c,e,f]	C[b,c,f]	Y	Y
Vehicle Body Shop	N	C[b,c,f]	Y	Y
Vehicle Repair and Service	N	C[b,c,f]	Y	Y
Vehicle Sales and Rentals	N	C[b,c,f]	Y	Y
Vehicle Washing Facility	N	C[b,c,f]	Y	Y
Warehouse	N	C[b,c,f]	Y	Y
Warehouse, Wholesale with flammable materials	N	N	C[b]	Y

September 7, 2021 7:00 p.m. Planning Department

City Annex Building

MEMBERS PRESENT: Commissioners Brent Dixon, Natalie Black, Lindsey Romankiw, Joanne Denney, Gene Hicks, George Morrison, Margaret Wimborne, Arnold Cantu.

MEMBERS ABSENT: none.

ALSO PRESENT: Assistant Planning Director Kerry Beutler, and planners Naysha Foster and Caitlin Long, and interested citizens.

CALL TO ORDER: Brent Dixon called the meeting to order at 7:00 p.m.

CHANGES TO AGENDA: None.

MINUTES: Hicks moved to approve the Minutes from August 3, 2021 with two minor corrections, Denney seconded the motion and it passed unanimously.

Public Hearing (s):

1. ANNX 21-012: ANNEXATION/INITIAL ZONING. Annexation and Initial Zoning of HC and LC for 37.85 Acres.

Dixon opened the public hearing.

Applicant: Blake Jolley, Connect Engineering, 1150 Hollipark Drive, Idaho Falls, Idaho. Jolley presented that the property that is located on the west side of I-15 and North of Sunnyside, adjacent to the Sleep Inn Hotel. Jolley indicated that the property is adjacent to a HC zone on the southeast side and the eastern side, and adjacent to LC and County on the north. Jolley requests on behalf of his client to have the subject property that is almost 38 acres, annexed and initially zoned with HC and LC, with the LC on the back of the property to the north and the HC will along Sunnyside on the south of the property. Jolley indicated that this request of HC and LC is in compliance with the Comprehensive Plan.

Dixon asked about the gravel pit/hole in the ground on the southwest corner. Jolley indicated that it is basically a storm pond/hole in the ground at this point.

Long presented the staff report, a part of the record.

Support/Opposition:

Frank Ohn, 3190 W 33rd South, Idaho Falls, Idaho. Ohn owns the property. Ohn clarified that the gavel pit/hole that Dixon asked about, that it was an old gravel pit in 1952 and the County took gravel out when they rebuilt the road years ago, but other than that it was a wastewater catch when they gravity watered. Ohn asked that the City annex and zone the property so he can sell it.

Dixon closed the public hearing.

Wimborne is pleased with this proposal and feels it is straight forward and a good fit for the area to annex these properties on the fringe.

Wimborne moved to recommend to the Mayor and City Council approval of the Annexation of 37.85 Acres SW ¼ of the SE ¼ Sec 27, T2N, R37E, with initial zoning of HC and LC with Airport Overlay Zone, Black seconded the motion. Dixon called for roll call vote: Black, yes; Cantu, yes; Denney, yes; Hicks, yes; Morrison, yes; Romankiw, yes; Wimborne, yes. The motion passed unanimously.

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF IDAHO FALLS, IDAHO, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO; PROVIDING FOR THE ANNEXATION OF APPROXIMATELY 37.223 ACRES DESCRIBED IN EXHIBIT A OF THIS ORDINANCE, AMENDING THE LEGAL DESCRIPTION OF THE CITY WITH THE APPROPRIATE COUNTY AND STATE AUTHORITIES; AND PROVIDING SEVERABILITY, PUBLICATION BY SUMMARY, AND ESTABLISHING EFFECTIVE DATE.

WHEREAS, the lands described in Exhibit A of this Ordinance are contiguous and adjacent to the City limits of the City of Idaho Falls, Idaho; and

WHEREAS, such lands described herein are subject to annexation to the City pursuant to the provisions of Idaho Code Section 50-222, and other laws, as amended; and

WHEREAS, the annexation of the lands described in Exhibit A is reasonably necessary to assure the orderly development of the City in order to allow efficient and economically viable provision of tax-supported and fee-supported municipal services; to enable the orderly development of private lands which benefit from a cost-effective availability of City services in urbanizing areas; and to equitably allocate the costs of City/public services in management of development on the City's urban fringe; and

WHEREAS, the City has authority to annex lands into the City pursuant to procedures of Idaho Code Section 50-222, as amended; and

WHEREAS, any portion of a highway lying wholly or partially within the lands to be annexed are included in the lands annexed by this Ordinance; and

WHEREAS, the lands annexed by this Ordinance are not connected to the City only by a "shoestring" or a strip of land which comprises a railroad or right-of-way; and

WHEREAS, all private landowners have consented to annexation of such lands, where necessary; and

WHEREAS, City of Idaho Falls Comprehensive Plan includes the area of annexation; and

WHEREAS, after considering the written and oral comments of property owners whose lands would be annexed and other affected persons, City Council specifically makes the following findings:

1) That the lands annexed meet the applicable requirements of Idaho Code Section 50-222 and does not fall within exceptions or conditional exceptions contained in Idaho Code Section 50-222;

2) The annexation is consistent with public purposes addressed in annexation and related plans prepared by the City; and

3) Annexation of the lands described in Section 1 are reasonably necessary for the orderly development of the City; and

WHEREAS, it appears to the Council that the lands described herein below in Exhibit A of this Ordinance should be annexed to and become a part of the City of Idaho Falls, Idaho; and

WHEREAS, the City wishes to exercise jurisdiction over the annexed lands in a way that promotes the orderly development of such lands; and

WHEREAS, the City of Idaho Falls Comprehensive Plan sets out policies and strategies designed to promote and sustain future growth within the City; and

WHEREAS, such designation is consistent with policies and principles contained within the City of Idaho Falls Comprehensive Plan; and

WHEREAS, the City desires the City of Idaho Falls Comprehensive Plan Map to be amended to reflect the designation contained in this Ordinance.

NOW THEREFORE, BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF IDAHO FALLS, IDAHO, as follows:

SECTION 1. Annexation of Property. The lands described in Exhibit A are hereby annexed to the City of Idaho Falls, Idaho.

SECTION 2. Amended Map and Legal Description. The City Clerk shall file a certified copy of this Ordinance with the Bonneville County Auditor, Treasurer, and Assessor, within ten (10) days after the effective date hereof. The City Engineer shall, within ten (10) days after such effective date, file an amended legal description and map of the City, with the Bonneville County Recorder and Assessor and the Idaho State Tax Commission, all in accordance with Idaho Code Section 63-2215.

SECTION 3. Findings. The findings contained in the recitals of this Ordinance be, and the same are hereby adopted as the official City Council findings for this Ordinance, and any further findings relative to this Ordinance shall be contained in the officially adopted Council minutes of the meeting in which this Ordinance was passed.

SECTION 4. Savings and Severability Clause. The provisions and parts of this Ordinance are intended to be severable. If any section, sentence, clause or phrase of this Ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this Ordinance.

SECTION 5. Publication. This Ordinance, or a summary thereof in compliance with Idaho Code, shall be published once in the official newspaper of the City, and shall take effect immediately upon its passage, approval, and publication.

SECTION 6. Effective Date. This Ordinance shall be in full force and effect from and after its passage, approval and publication.

PASSED BY THE COUNCIL AND APPROVED BY THE MAYOR this_____day of _____, 2021.

_____
Rebecca L. Noah Casper, Mayor

ATTEST:

_____
Kathy Hampton, City Clerk

(SEAL)

STATE OF IDAHO)
: ss.
County of Bonneville)

I, KATHY HAMPTON, CITY CLERK OF THE CITY OF IDAHO FALLS, IDAHO, DO HEREBY CERTIFY:

That the above and foregoing is a full, true and correct copy of the Ordinance entitled: "AN ORDINANCE OF THE CITY OF IDAHO FALLS, IDAHO, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO; PROVIDING FOR THE ANNEXATION OF APPROXIMATELY 37.223 ACRES DESCRIBED IN EXHIBIT A OF THIS ORDINANCE, AMENDING THE LEGAL DESCRIPTION OF THE CITY WITH THE APPROPRIATE COUNTY AND STATE AUTHORITIES; AND PROVIDING SEVERABILITY, PUBLICATION BY SUMMARY, AND ESTABLISHING EFFECTIVE DATE."

_____
Kathy Hampton, City Clerk

(SEAL)

Exhibit "A"

LEGAL DESCRIPTION (Page 1 of 1)

PART OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 27, TOWNSHIP 2 NORTH, RANGE 37 EAST OF THE BOISE MERIDIAN, BONNEVILLE COUNTY, IDAHO, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTH 1/4 CORNER OF SECTION 27 FROM WHICH THE SOUTHEAST CORNER OF SAID SECTION BEARS N 89°37'10" E 2604.80 FEET, THE BASIS OF BEARINGS FOR THIS DESCRIPTION;
THENCE N 00°02'02" E 25.00 FEET ALONG THE WEST LINE OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 TO THE NORTHERLY PRESCRIPTIVE RIGHT-OF-WAY OF SUNNYSIDE RD. (33RD NORTH), SAID POINT BEING THE **POINT OF BEGINNING**;
THENCE N 00°02'02" E 1286.49 FEET CONTINUING ALONG THE WEST LINE OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 TO THE NORTHWEST CORNER THEREOF, SAID POINT ALSO BEING THE SOUTHWEST CORNER OF CITY OF IDAHO FALLS ANNEXATION ORDINANCE NO. 2801, BEING RECORDED AS INSTRUMENT NO. 1325337 IN THE RECORDS OF BONNEVILLE COUNTY, IDAHO;
THENCE N 89°48'15" E 1315.78 FEET ALONG THE NORTH LINE OF THE SOUTH 1/2 OF THE SOUTHEAST 1/4, ALSO BEING COINCIDENT WITH A PORTION OF THE SOUTH LINE OF SAID ORDINANCE NO. 2801, TO THE NORTHWEST CORNER OF CITY OF IDAHO FALLS ANNEXATION ORDINANCE NO. 2710;
THENCE S 00°07'16" E 1108.36 FEET ALONG THE WEST LINE OF CITY OF IDAHO FALLS ANNEXATION ORDINANCE NO. 2710 TO THE SOUTHWEST CORNER THEROF WHICH IS ALSO A POINT ON THE NORTH BOUNDARY OF CITY OF IDAHO FALLS ANNEXATION ORDINANCE NO. 2707;
THENCE ALONG THE BOUNDARY OF SAID ANNEXATION ORDINANCE NO. 2707 THE FOLLOWING 4 COURSES:

1) S 89°34'11" W 251.66 FEET;
2) S 00°25'48" E 100.08 FEET TO A POINT WHICH IS ALSO COINCIDENT WITH DEED INSTRUMENT NO. 1484033;
3) S 89°34'10" W 369.10 FEET;
4) S 00°22'50" E 73.25 FEET ALONG THE WEST LINE OF SAID ANNEXATION ORDINANCE NO. 2707 TO ITS INTERSECTION WITH THE NORTHERLY PRESCRIPTIVE RIGHT-OF-WAY OF SUNNYSIDE ROAD (33RD NORTH);

THENCE S 89°37'10" W 699.39 FEET ALONG SAID NORTHERLY RIGHT-OF-WAY TO THE **POINT OF BEGINNING**.

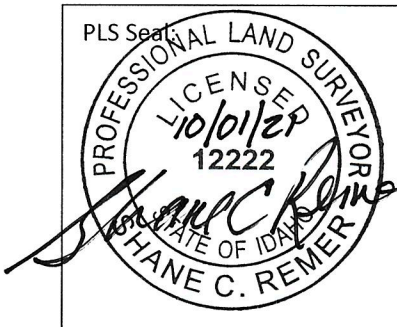
CONTAINING AN AREA OF 37.223 ACRES.

Submitted by:
Firm Name: CORNERSTONE GEOMATICS, LLC
Contact Name: SHANE C. REMER
Phone Number: 208-390-8643
Email: shane@cornerstonegeomatics.com

"Parcel Questions, Page Range to be completed by City"

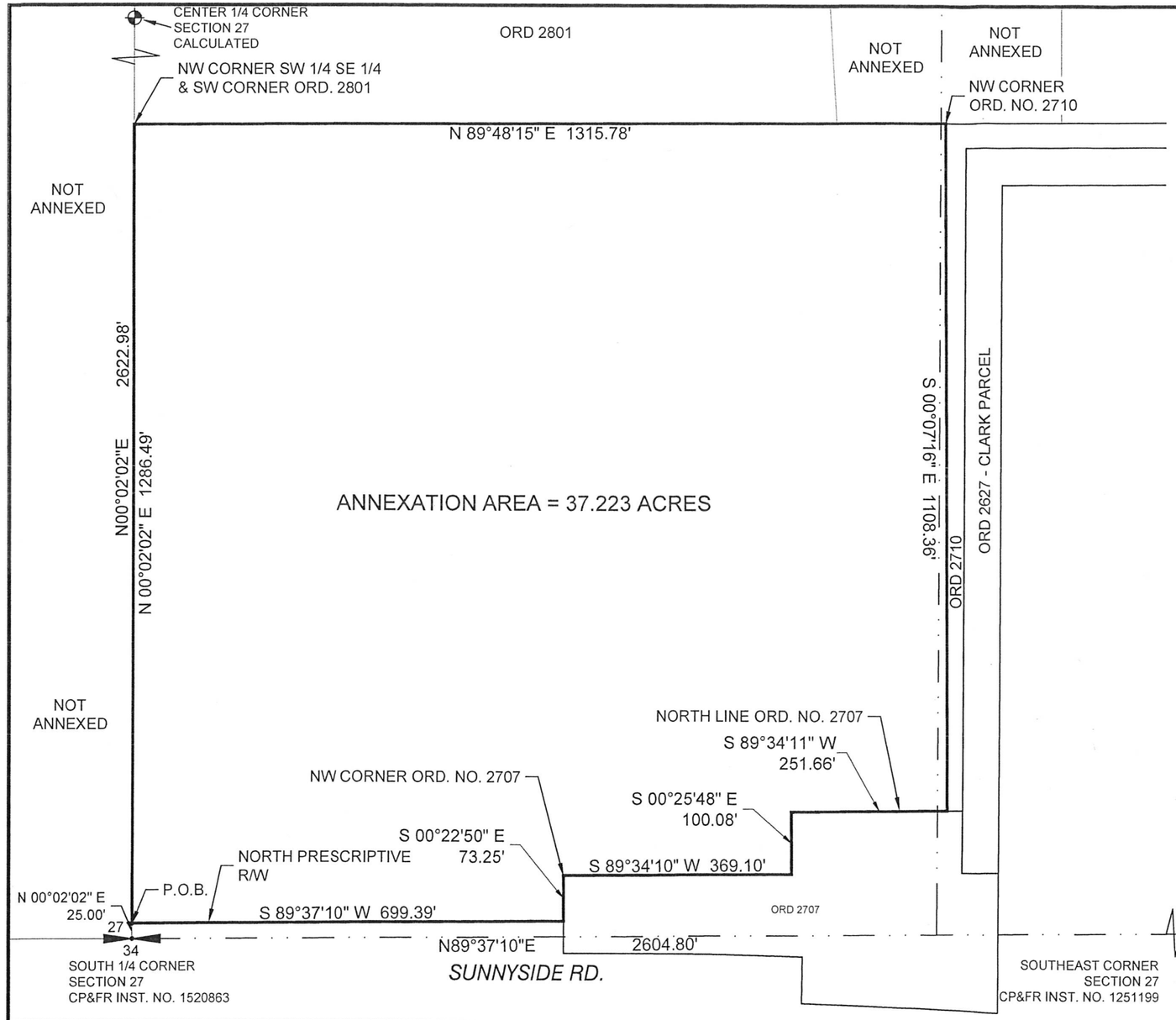
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ORIGINAL

ANNEXATION ORDINANCE # _____



ANNEXATION AREA BOUNDARY DESCRIPTION

PART OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 27, TOWNSHIP 2 NORTH, RANGE 37 EAST OF THE BOISE MERIDIAN, BONNEVILLE COUNTY, IDAHO, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

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THENCE N 00°02'02" E 1286.49 FEET CONTINUING ALONG THE WEST LINE OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 TO THE NORTHWEST CORNER THEREOF, SAID POINT ALSO BEING THE SOUTHWEST CORNER OF CITY OF IDAHO FALLS ANNEXATION ORDINANCE NO. 2801, BEING RECORDED AS INSTRUMENT NO. 1325337 IN THE RECORDS OF BONNEVILLE COUNTY, IDAHO;

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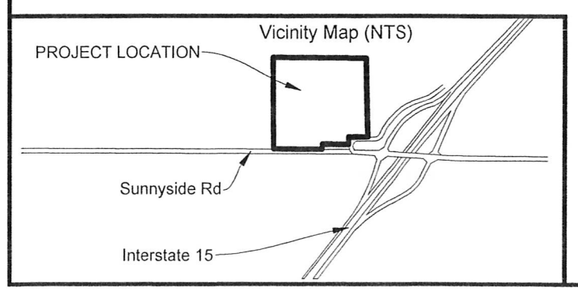
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3) S 89°34'10" W 369.10 FEET;
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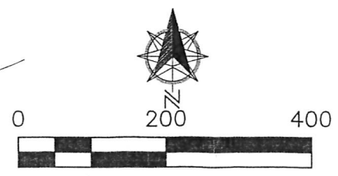
THENCE S 89°37'10" W 699.39 FEET ALONG SAID NORTHERLY RIGHT-OF-WAY TO THE **POINT OF BEGINNING**.

CONTAINING AN AREA OF 37.223 ACRES.

RECORDED WITH THE BONNEVILLE COUNTY RECORDER'S OFFICE
AS INSTRUMENT NO. _____







CORNERSTONE GEOMATICS
A Professional Land Surveying Company
(208) 390-8643 • 1592 N. 775., Shelley, ID 83274 • shane@cornerstonegeomatics.org
www.cornerstonegeomatics.org

"Commit to the Lord what ever you do, and He will establish your plans. Proverbs 16:3

REASONED STATEMENT OF RELEVANT CRITERIA AND STANDARDS

ANNEXATION OF APPROXIMATELY 37.223 ACRES FOR THE SOUTHWEST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 27, TOWNSHIP 2 NORTH, RANGE 37 EAST, GENERALLY LOCATED NORTH OF W 33RD S, EAST OF S 35TH W, SOUTH OF THE PORTER CANAL, WEST OF OUTLET BLVD

WHEREAS, the applicant filed an application for annexation on July 26, 2021; and

WHEREAS, this matter came before the Idaho Falls Planning and Zoning Commission during a duly noticed public hearing on September 7, 2021; and

WHEREAS, this matter came before the Idaho Falls City Council during a duly noticed public hearing on October 28, 2021; and

WHEREAS, having reviewed the application, including all exhibits entered and having considered the issues presented:

I. RELEVANT CRITERIA AND STANDARDS

1. The City Council considered the request pursuant to City of Idaho Falls Comprehensive Plan, City of Idaho Falls Zoning Ordinance, City of Idaho Falls Subdivision Ordinance, the Local Land Use Planning Act, and other applicable development regulations.
2. The property is approximately 37.223 acres generally located north of W 33rd S, east of S 35th W, south of the Porter Canal, west of Outlet Blvd
3. This property borders city limits on the east and north and is within the city's area of impact.
4. The application is a Category "A" annexation.
5. The Comprehensive Plan designates this area as Commercial, Employment Center, and Higher Density.
6. Idaho Falls Planning and Zoning Commission recommended approval of annexation.

II. DECISION

Based on the above Reasoned Statement of Relevant Criteria, the City Council of the City of Idaho Falls approved the annexation as presented.

PASSED BY CITY COUNCIL OF THE CITY OF IDAHO FALLS

THIS _____ DAY OF _____, 2021

_____

Rebecca Casper - Mayor

Memorandum

File #: 21-286 **City Council Meeting**

FROM: Brad Cramer, Director
DATE: Tuesday, October 19, 2021
DEPARTMENT: Community Development Services

Subject

Public Hearing-Part 2 of 2 of the Annexation and Initial Zoning of LC, Limited Commercial, HC, Highway Commercial with Airport Overlay Zone Controlled Development, Initial Zoning Ordinance and Reasoned Statement of Relevant Criteria and Standards, 37.223 acres, Southwest ¼ of the Southeast ¼ of Section 27, Township 2 North, Range 37 East.

Council Action Desired

☒ Ordinance ☐ Resolution ☐ Public Hearing

☐ Other Action (Approval, Authorization, Ratification, etc.)

1. Assign a Comprehensive Plan Designation of "Higher Density, Employment Center and Commercial" and approve the Ordinance establishing the initial zoning for LC and HC with Airport Overlay Controlled Development as shown in the Ordinance exhibits under a suspension of the rules requiring three complete and separate readings and request that it be read by title and published by summary, 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 (or consider the Ordinance on the first reading and that it be read by title, reject the Ordinance, or take other action deemed appropriate).

2. Approve the Reasoned Statement of Relevant Criteria and Standards for the Initial Zoning of LC and HC with Airport Overlay Controlled Development and give authorization for the Mayor to execute the necessary documents (or take other action deemed appropriate).

Description, Background Information & Purpose

Attached is part 2 of 2 of the application for Annexation and Initial Zoning of LC and HC with Airport Overlay Controlled Development which includes the Initial Zoning Ordinance and Reasoned Statement of Relevant Criteria and Standards for 37.223 acres, Southwest ¼ of the Southeast ¼ of Section 27, Township 2 North, Range 37 East. The Planning and Zoning Commission considered this item at its September 7, 2021, meeting and recommended approval of LC and HC with Airport Overlay by a unanimous vote. Staff concurs with this recommendation and recommends approval.

Alignment with City & Department Planning Objectives



☐ ☒ ☒ ☐ ☒ ☐ ☐ ☐

Consideration of initial zoning must be consistent with the principles of the Comprehensive Plan which includes many policies and goals related to Good Governance, Growth, Sustainability, and Livable Communities.

Interdepartmental Coordination

The initial zoning legal description has been reviewed by the Survey Division.

Fiscal Impact

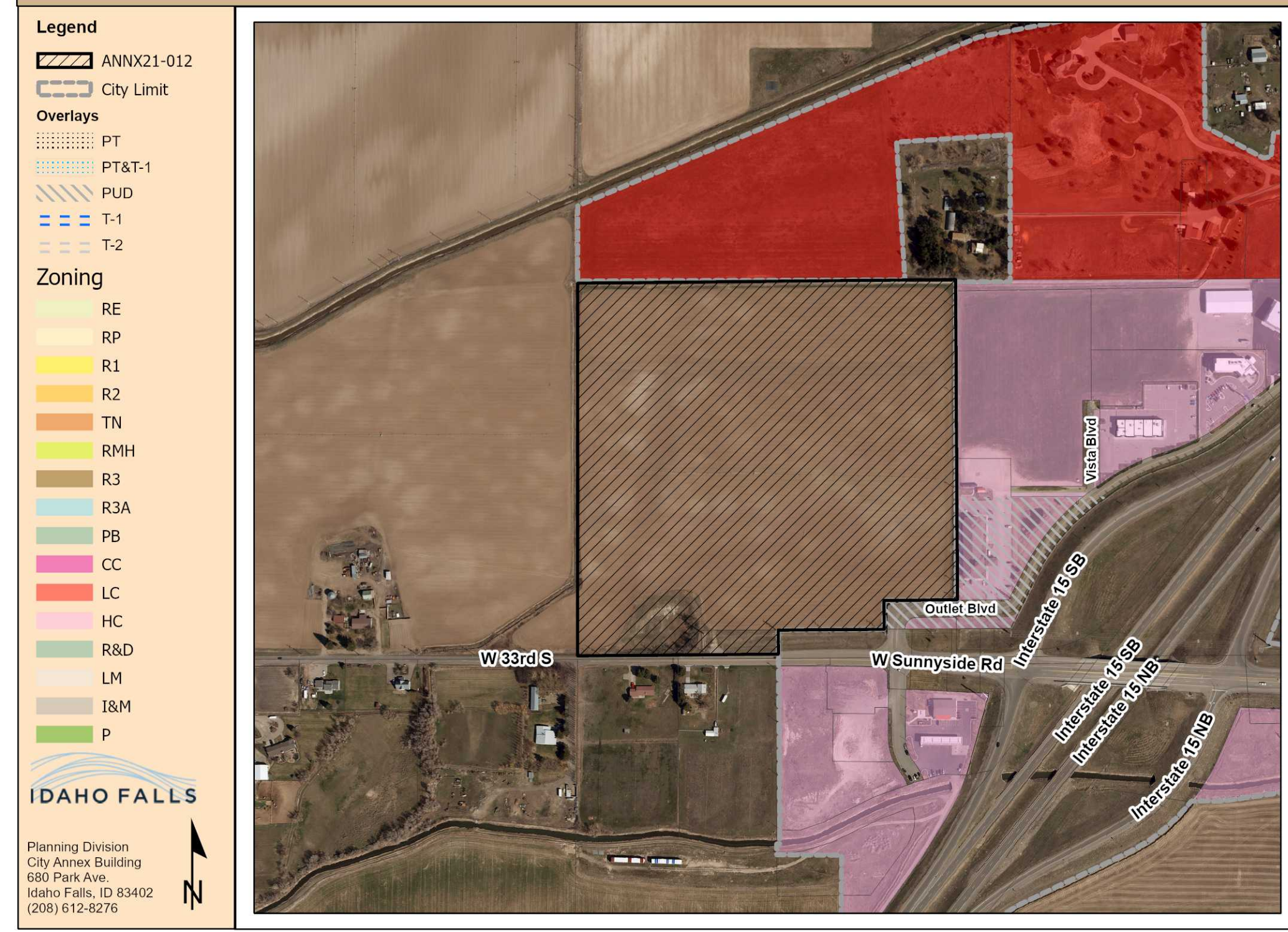
NA

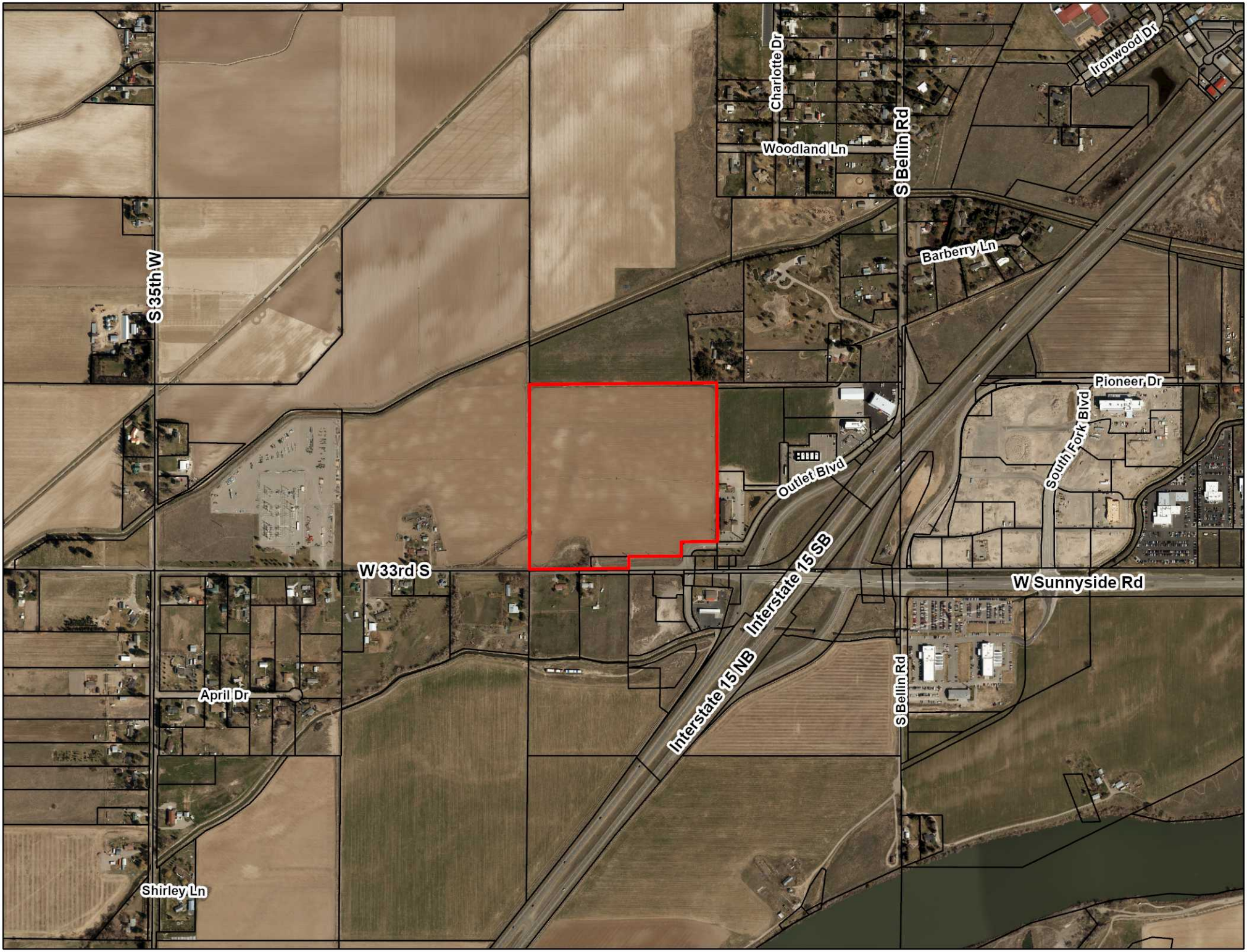
Legal Review

This application and ordinance have been reviewed by Legal pursuant to applicable law.

Annexation and Initial Zoning

ANNX21-012 Annex and Initial Zoning of HC & LC Sunnyside Westside



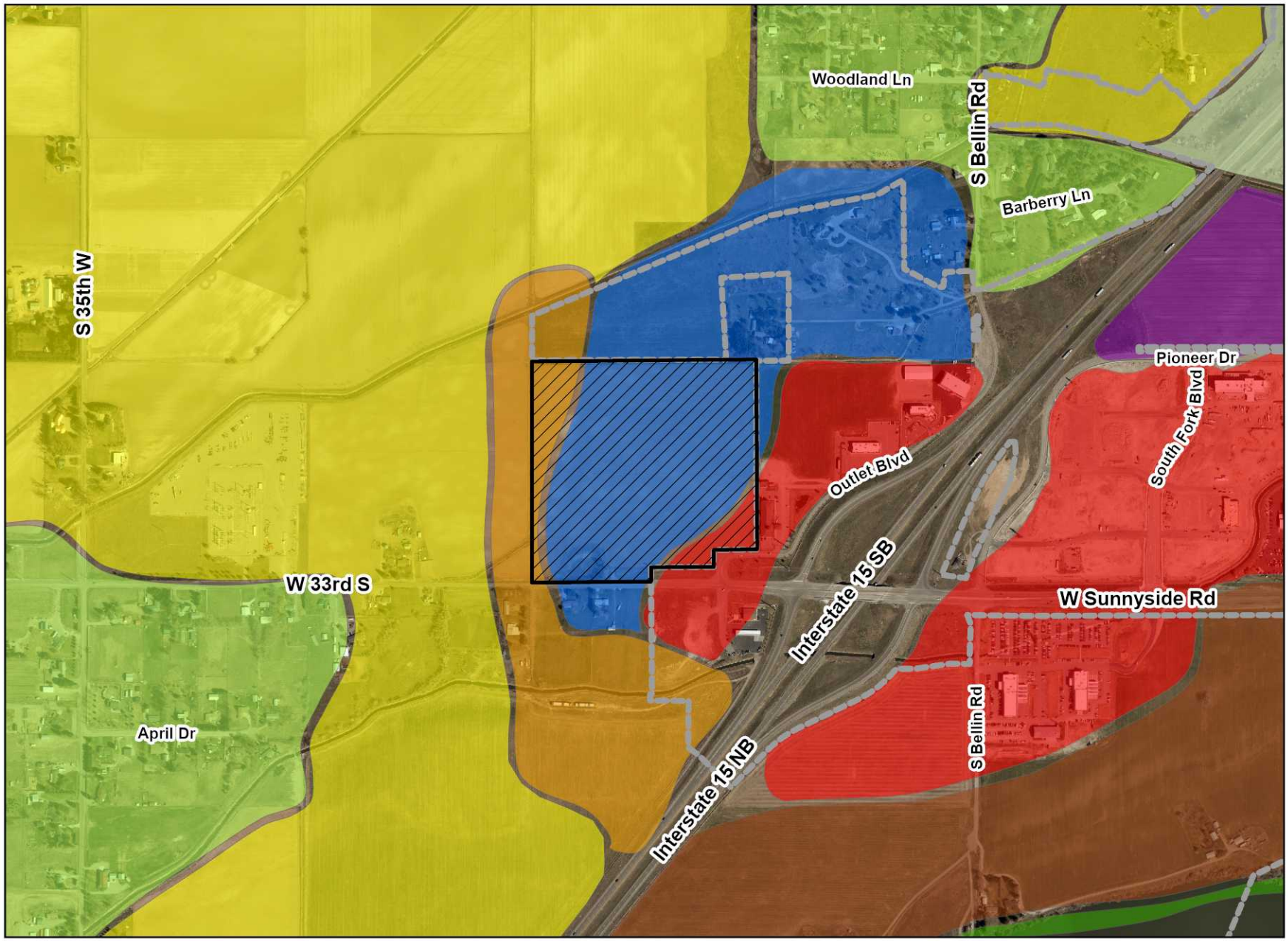

Charlotte Dr
Ironwood Dr
Woodland Ln
S Bellin Rd
S 35th W
Barberry Ln
Pioneer Dr
South Fork Blvd
Outlet Blvd
W 33rd S
Interstate 15 SB
W Sunnyside Rd
Interstate 15 NB
S Bellin Rd
April Dr
Shirley Ln

Annexation and Initial Zoning

ANNX21-012 Annex and Initial Zoning of HC & LC Sunnyside Westside

- Estate
- Low Density
- Higher Density
- Greenbelt Mixed Uses
- Parks and Recreation
- Public Facilities and Open Spaces
- Commercial
- Employment Centers
- Medical Services Centers
- Higher Education Centers
- Planned Transition
- Highway-related industrial
- Railroad-related industrial

Comprehensive Plan



IDAHO FALLS

Planning Division
City Annex Building
680 Park Ave.
Idaho Falls, ID 83402
(208) 612-8276

N

ORDINANCE NO._____

AN ORDINANCE OF THE CITY OF IDAHO FALLS, IDAHO, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO; PROVIDING FOR THE INITIAL ZONING OF APPROXIMATELY 37.223 ACRES DESCRIBED IN EXHIBIT A OF THIS ORDINANCE AS HC, HIGHWAY COMMERCIAL WITH AIRPORT OVERLAY CONTROLLED DEVELOPMENT ZONE AND LC, LIMITED COMMERCIAL WITH AIRPORT OVERLAY CONTROLLED DEVELOPMENT ZONE; AND PROVIDING SEVERABILITY, PUBLICATION BY SUMMARY, AND ESTABLISHING EFFECTIVE DATE.

WHEREAS, the proposed initial zoning district of lands described in Exhibit A are HC, Highway Commercial with Airport Overlay Controlled Development Zone and LC, Limited Commercial with Airport Overlay Controlled Development Zone for such annexed lands are consistent with the current City of Idaho Falls Comprehensive Plan Land use designation "Higher Density", "Employment Center" and "Commercial"; and

WHEREAS, the proposed zoning district is consistent and compatible with the existing and surrounding zoning districts and is consistent with principles of the City of Idaho Falls Comprehensive Plan; and

WHEREAS, for consistency with the Comprehensive Plan, the Council desires to designate the lands within the area of annexation as "Higher Density", "Employment Center", and "Commercial"; and

WHEREAS, Idaho Falls Planning and Zoning Commission held a duly noticed public hearing on September 7, 2021, and recommended approval of zoning the subject property to HC with Airport Overlay Controlled Development Zone and LC with Airport Overlay Controlled Development Zone; and

WHEREAS, the Council conducted a duly noticed public hearing and passed a motion to approve this zoning on October 28, 2021.

NOW THEREFORE, BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF IDAHO FALLS, IDAHO, AS FOLLOWS:

SECTION 1: Comprehensive Plan Designation. The area described in Exhibit A are hereby given a Comprehensive Plan designation of Higher Density, Employment Center, and Commercial.

SECTION 2: Legal Description. The lands described in Exhibit A are hereby zoned as HC with Airport Overlay Controlled Development Zone and LC with Airport Overlay Controlled Development Zone.

SECTION 3. Zoning. The property described in Section 1 of this Ordinance be and the same hereby is zoned "HC with Airport Overlay Controlled Development Zone and LC with Airport Overlay Controlled Development Zone" and the City Planner is hereby ordered to make the necessary amendments to the official maps of the City of Idaho Falls which are on file at the City Planning Department Offices, 680 Park Avenue.

SECTION 4. Savings and Severability Clause. The provisions and parts of this Ordinance are intended to be severable. If any section, sentence, clause or phrase of this Ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this Ordinance.

SECTION 5. Publication. This Ordinance, or a summary thereof in compliance with Idaho Code, shall be published once in the official newspaper of the City, and shall take effect immediately upon its passage, approval, and publication.

SECTION 6. Effective Date. This Ordinance shall be in full force and effect from and after its passage, approval and publication.

PASSED by the City Council and APPROVED by the Mayor of the City of Idaho Falls, Idaho, this_____day of_____, 2021.

CITY OF IDAHO FALLS, IDAHO

_____

Rebecca L. Noah Casper, Mayor

ATTEST:

_____
Kathy Hampton, City Clerk

(SEAL)

STATE OF IDAHO)
) ss:
County of Bonneville)

I, KATHY HAMPTON, CITY CLERK OF THE CITY OF IDAHO FALLS, IDAHO, DO HEREBY CERTIFY:

That the above and foregoing is a full, true and correct copy of the Ordinance entitled, "AN ORDINANCE OF THE CITY OF IDAHO FALLS, IDAHO, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO; PROVIDING FOR THE INITIAL ZONING OF APPROXIMATELY 37.223 ACRES DESCRIBED IN SECTION 1 OF THIS ORDINANCE AS HC WITH AIRPORT OVERLAY CONTROLLED DEVELOPMENT ZONE AND LC WITH AIRPORT OVERALY CONTROLLED DEVELOPMENT ZONE; AND PROVIDING SEVERABILITY, PUBLICATION BY SUMMARY, AND ESTABLISHING EFFECTIVE DATE."

_____
Kathy Hampton, City Clerk

Exhibit "A"

LEGAL DESCRIPTION (Page 1 of 1)

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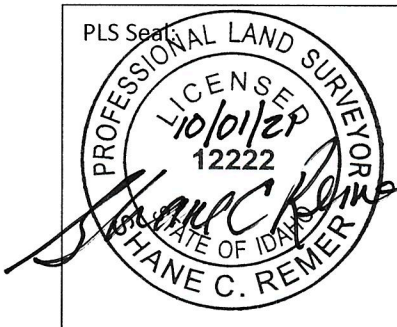
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Contact Name: SHANE C. REMER
Phone Number: 208-390-8643
Email: shane@cornerstonegeomatics.com

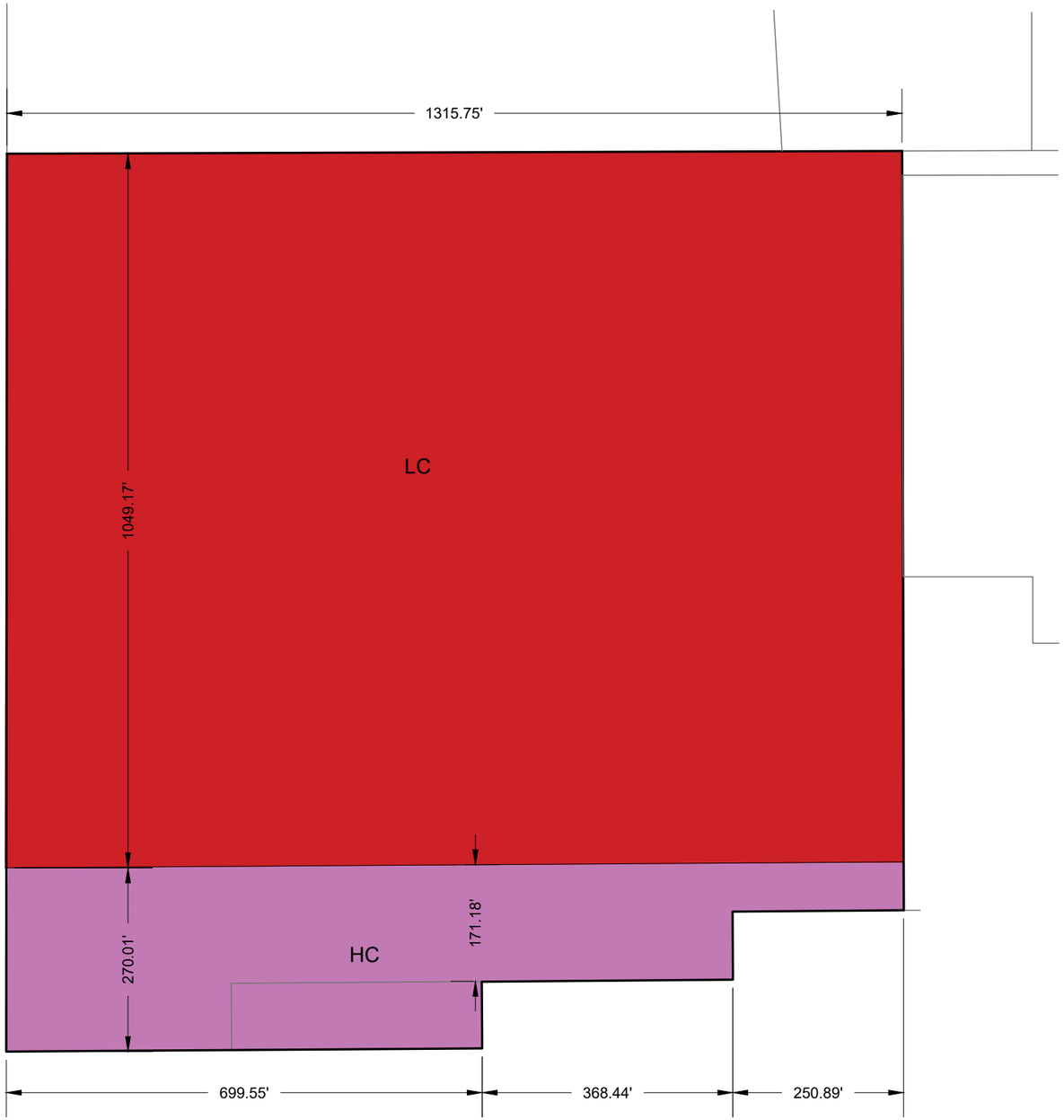
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PLS Seal:



ORIGINAL



DRAWN BY	CHECK BY
MAK	BDJ

JOB NO: 2021-062

DATE: 7/28/2021

SHEET NAME: ANNEXATION EXHIBIT

PROJECT: WEST 33RD ANNEXATION

LOCATION: IDAHO FALLS, IDAHO

SHEET 1

OF 1 SHEETS

REASONED STATEMENT OF RELEVANT CRITERIA AND STANDARDS

INITIAL ZONING OF HC, HIGHWAY COMMERCIAL WITH AIRPORT OVERLAY CONTROLLED DEVELOPMENT ZONE AND LC, LIMITED COMMERCIAL WITH AIRPORT OVERALY CONTROLLED DEVELOPMENT ZONE FOR APPROXIMATELY 37.223 ACRES FOR THE SOUTHWEST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 27, TOWNSHIP 2 NORTH, RANGE 37 EAST, GENERALLY LOCATED NORTH OF W 33RD S, EAST OF S 35TH W, SOUTH OF THE PORTER CANAL, WEST OF OUTLET BLVD.

WHEREAS, the applicant filed an application for annexation on July 26, 2021; and

WHEREAS, this matter came before the Idaho Falls Planning and Zoning Commission during a duly noticed public hearing on September 7, 2021; and

WHEREAS, this matter came before the Idaho Falls City Council during a duly noticed public hearing on October 28, 2021; and

WHEREAS, having reviewed the application, including all exhibits entered and having considered the issues presented:

I. RELEVANT CRITERIA AND STANDARDS

1. The City Council considered the request pursuant to City of Idaho Falls Comprehensive Plan, City of Idaho Falls Zoning Ordinance, City of Idaho Falls Subdivision Ordinance, the Local Land Use Planning Act, and other applicable development regulations.
2. The property is approximately 37.223 acres generally located north of W 33rd S, east of S 35th W, south of the Porter Canal, west of Outlet Blvd
3. The Comprehensive Plan designates this area as Higher Density, Employment Center, and Commercial.
4. The proposed zoning is HC, Highway Commercial with Airport Overlay Controlled Development Zone and LC, Limited Commercial with Airport Overlay Controlled Development Zone and is consistent with the Comprehensive Plan map and policies and existing zoning and land uses in the area.
5. Idaho Falls Planning and Zoning Commission recommended approval of zoning the property to HC and LC with Airport Overlay Controlled Development Zone.

II. DECISION

Based on the above Reasoned Statement of Relevant Criteria, the City Council of the City of Idaho Falls approved the initial zoning as presented.

PASSED BY CITY COUNCIL OF THE CITY OF IDAHO FALLS

THIS _____ DAY OF _____, 2021

_____

Rebecca Casper - Mayor

Memorandum

File #: 21-289 **City Council Meeting**

FROM: Brad Cramer, Director
DATE: Wednesday, October 20, 2021
DEPARTMENT: Community Development Services

Subject

Amendment of Title 11 of City Code, Requiring Neighborhood Meetings for Certain Land Use Applications.

Council Action Desired

☒ Ordinance ☐ Resolution ☐ Public Hearing

☐ Other Action (Approval, Authorization, Ratification, etc.)

To approve the Ordinance requiring Neighborhood Meetings for certain land use applications under a suspension of the rules requiring three complete and separate readings and request 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, reject the Ordinance, or take other action deemed appropriate).

Description, Background Information & Purpose

This item was tabled at the October 14th meeting for adjustments to the ordinance. The Legal Department has clarified the language regarding petitions for hearings and reinstated the requirement for a public hearing for preliminary plats.

Alignment with City & Department Planning Objectives



☒ ☒ ☒ ☒ ☐ ☐ ☐ ☒

The proposed ordinance is consistent with principles of Good Governance, Transportation, and Livable Communities.

Interdepartmental Coordination

CDS has worked with the City Attorney's office on the drafting of the ordinance.

Fiscal Impact

NA

Legal Review

Legal has reviewed the attached ordinance.

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ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF IDAHO FALLS, IDAHO, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO; AMENDING TITLE 11 OF THE IDAHO FALLS CITY CODE TO INCLUDE A NEIGHBORHOOD MEETING AS A REQUIRED PART OF AN APPLICATION FOR PRELIMINARY PLAT, PLANNED UNIT DEVELOPMENT, REZONING, OR CONDITIONAL USE PERMIT; CHANGING A PRELIMINARY PLAT HEARING TO A MEETING, CORRECTING SMALL ERRORS IN THE SUBDIVISION CODE AND PROVIDING SEVERABILITY, CODIFICATION, PUBLICATION BY SUMMARY, AND ESTABLISHING EFFECTIVE DATE.

WHEREAS, Idaho Falls strongly believes in citizen participation and collaboration in City planning and development; and

WHEREAS, the 2013 Idaho Falls Comprehensive Plan states the City should develop a program to involve neighbors early in the community development process; and

WHEREAS, neighborhood meetings at the conceptual stage of development are a powerful tool for developers and surrounding neighbors to come together to share visions, discuss concerns, and work toward a better end result; and

WHEREAS, neighborhood meetings also lead to more informed and productive public hearings because the hearing is no longer the discovery meeting for the residents; and

WHEREAS, the neighborhood meeting gives the developer an opportunity to share their development concept with the community and allows neighbors to ask questions and to discuss concerns related to the development proposal; and

WHEREAS, the goal of the neighborhood meeting is to facilitate an open dialog between the developer and the surrounding neighborhood during the early stages of the development process and to give the developer an opportunity to answer questions and to resolve concerns prior to the Planning Commission public meeting; and

WHEREAS, requiring a neighborhood meeting prior to Planning and Zoning approval of an application for a preliminary plat, planned unit development, rezoning, or conditional use permit should result in an efficient public hearing; and

WHEREAS, because the Neighborhood Meeting is now part of the preliminary plat application process, the hearing of the Planning and Zoning Commission will now be a meeting.

NOW THEREFORE, BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF IDAHO FALLS, IDAHO, AS FOLLOWS:

SECTION 1. Title 10, Chapter 1, Section 8 of the City of Idaho Falls Code is hereby amended to read as follows:

10-1-8: PRELIMINARY PLAT APPROVAL PROCESS:

…

(B) Submittal and City Staff Review Process:

…

(2) Application and Contents of Preliminary Plats. The application and plat shall accurately and fairly describe and depict all improvements, structures, boundary lines, lot configurations, area to be developed, existing and proposed land use and zoning, grades, land contour, recreational and public use area, utilities, water works, topography, streets, alleys, easements, and shall contain such other information as may be necessary to determine if the proposed subdivision complies with the requirements of this Chapter. Proof of compliance with the Neighborhood Meeting requirements of the Zoning Code shall be submitted as part of a complete application. The plat shall be drawn in accordance with generally accepted engineering standards and practices and shall be drawn in such a manner as will assure legibility, clarity, reproducibility, accuracy, uniformity, and neatness of the plat.

…

(6) Preliminary Plat Public Hearing.

a. After the review of City staff comments and recommendations have been addressed and resubmitted to the Community Development Services Department, a public hearing at a regularly scheduled meeting with the Planning and Zoning Commission shall be scheduled to consider the preliminary plat. Notice of the preliminary plat hearing shall be pursuant to requirements of the Idaho Local Land Use Planning Act. Within sixty (60) days following the date of the Commission meeting at which the plat and application were first submitted, the Commission shall complete its review and shall approve, conditionally approve, or disapprove of the preliminary plat and application, unless an extension of time is agreed to by the Commission and the developer.

(C) Planning and Zoning Commission Review.

(1) When acting on a preliminary plat application, the Planning and Zoning Commission shall review the preliminary plat to determine that the preliminary plat is consistent with the principles contained within the Comprehensive Plan and is in compliance with this Chapter and all applicable Federal, State, or local laws. In

conducting such reviews, the Commission may recess such hearing for good cause and may solicit information, data, studies, or comments necessary to determine such compliance. In the event the Commission conditionally approves the preliminary plat, it shall advise the developer in writing of the conditions under which the approval is granted, and upon developer's compliance with such conditions and the Director's written certification thereof, the preliminary plat shall be deemed approved. If approval of the plat is denied, the Commission shall advise the developer, in writing, of the reasons for denial of the preliminary plat application.

…

(D) Appeal of Preliminary Plat. Any person aggrieved by the Planning and Zoning Commission decision on the preliminary plat may appeal the Planning and Zoning Commission's decision to the Council. Such appeal shall be submitted with the appeal fee to the Community Development Services Department within fourteen (14) days from the Planning and Zoning Commission's written decision and shall list the specific Code provisions or other reasons that the appellant believes comprise error. The appeal is on the record that was produced in the preliminary plat process. The appeal shall be scheduled for consideration at a Council meeting and shall occur within sixty (60) days following receipt of the appeal. Upon considering the preliminary plat appeal, the Council may uphold the appeal, deny the appeal, or remand the appeal to the Planning and Zoning Commission for further action, including direction to reopen the public hearing to receive further information.

…

SECTION 2. Title 10, Chapter 1, Section 13 of the City of Idaho Falls Code is hereby amended to read as follows:

…

(C) Petition for Public Hearing: In the event that a hearing has not been held or scheduled for any application or authorization required under this chapter, any affected person may petition the City in writing to hold a hearing prior to final action on an application or authorization. The petition shall be filed with the Community Development Services Department. The City may use its discretion to approve the petition. However, if twenty (20) or more affected persons petition for a hearing, the City shall be required to hold the hearing.

~~Any affected person may at any time prior to final action on an application required or authorized under this chapter, if no hearing has been held on the application, petition the City in writing to hold a hearing, provided that if twenty (20) affected persons petition for a hearing, the hearing shall be held.~~

(~~C~~D) Appeals of Final ~~Deseisions~~Decisions: Any person denied a permit or aggrieved by a final decision of the City, may, within sixty (60) days after all remedies have been exhausted under this Code, seek judicial review pursuant to the judicial review procedures set forth in Title 67, Chapter 65 Idaho Code.

SECTION 3. Title 11, Chapter 6, Section 2 of the City of Idaho Falls Code is hereby amended to read as follows:

…

11-6-2: DUTIES AND AUTHORITIES.

…

(E) Summary of Actions/Decisions. Table 11-6-1 Summary of Actions/Decisions that follows is a list of the actions/decisions the City shall take in the administration of this ~~code~~Code, the decision body responsible and the process and findings under which the action shall be granted.

…

SECTION 4. Title 11, Chapter 6, Section 3 of the City of Idaho Falls Code is hereby amended to read as follows:

…

11-6-3: APPLICATION PROCEDURES.

The purpose of this Section is to outline the application procedures for a permit or decision under provisions of this Code.

(A) Application Requirements.

…

(2) All requests for permits and decisions in accordance with this Code shall submit a complete application to the Zoning Administrator on forms approved and provided by the ~~city~~City.

…

(7) No application for a preliminary plat, Planned Unit Development, rezoning, or Conditional Use Permit shall be considered complete until all materials required for compliance with the Neighborhood Meeting in this Code are received by the City.

(~~C~~B) Action on the Application. After an application has been determined to be complete, an action or decision shall occur as follows:

(1) For an administrative decision identified as "ADM" on Table 11-6-1 Summary of Actions/Decisions, the Zoning Administrator shall act upon the application within thirty (30) days.

(2) For a permit request identified as "P" on Table 11-6-1 Summary of Actions/Decisions, the decision-making authority shall act upon the application within sixty (60) days.

(3) For an application requiring a public hearing identified as on Table 11-6-1 Summary of Actions/Decisions, the initial hearing shall be held no later than sixty (60) days after the date of the determination of completeness, unless waived by the applicant.

(~~D~~C) Public Hearing Procedures. All applications subject to a public hearing as identified on Table 11-6-1 Summary of Actions/Decisions, shall follow the public hearing requirements consistent with Idaho Code.

(~~E~~D) Appeal Procedures for Decisions of the Zoning Administrator.

…

(~~F~~E) Expiration of Action on Applications. All application approvals shall expire one (1) calendar year from the date of approval unless:

…

(~~G~~F) Resubmittal.

…

(~~H~~G) Certificate of Occupancy. No certificate of occupancy shall be issued for any approved application until the development has been inspected and determined to be in compliance with all terms and conditions of the permit, including but not limited to, proper installation of all required improvements.

(~~I~~H) Application Procedures for a Planned Unit Development (PUD).

…

(2) Prior to the filing of an application for a PUD permit and following a Neighborhood Meeting required by this Code, the applicant shall request, and the Zoning Administrator shall schedule, a pre-application conference with the Planning Division staff and other City staff , as deemed necessary.

…

SECTION 5. Title 11, Chapter 6, Section 4 of the City of Idaho Falls Code is hereby amended to read as follows:

11-6-4: DECISION–MAKING PROCEDURES.

…

(E) Types of Hearings.

…

(2) Two Meeting ~~Qnasi~~Quasi-Judicial Hearings.

(a) General. Two Meeting Quasi-Judicial Hearings shall be required when the permit or regulatory change sought requires a sequence of two (2) or more public hearings before final action may be taken on the request. The initial public hearing shall be conducted by the Planning and Zoning Commission whose task is to prepare a recommendation for submittal to the Council. Following receipt of the recommendation from the advisory board, a second public hearing must be scheduled before the Council before a decision on the request may be rendered. Like those hearings classified as Single Meeting Quasi-Judicial Hearings the rights of individuals are at stake and the protection of those rights is a prime purpose of the required procedure. Like a Single Meeting Quasi-Judicial Hearings procedure, the resulting decision from a Two Meeting Quasi-Judicial Hearing procedure is final unless appealed to a subsequent decision-making ~~tribunal~~board. Unlike the Single Meeting Quasi-Judicial Hearings procedure, care must be taken in the steps between the initial and second hearing to protect the interests of all parties involved. Two Meeting Quasi-Judicial Hearings are used in request for changes in zoning district boundaries, changes to the Comprehensive Plan when sought in conjunction with a request for a change in zoning district boundaries, Planned Unit Developments.

…

SECTION 6. Title 11, Chapter 6, Section 8 of the City of Idaho Falls Code is hereby added to read as follows:

11-6-8: THE NEIGHBORHOOD MEETING

A. Purpose. The purpose of the Neighborhood Meeting is to allow the developer to present the proposal to neighbors and other members of the public prior to the formal public hearing so that the parties can discuss and consider neighborhood impacts, compatibility, public safety, mitigation of impacts, design and construction elements, traffic, and the like. The Neighborhood Meeting gives the developer the opportunity to explain how the proposed development is consistent with the principles in the Comprehensive Plan and complies with this Code. A further purpose is to allow developers to have related applications considered concurrently by the hearing bodies.

B. When Required.

(1) A Neighborhood Meeting shall be required for each of the land use matters below. Where the applicant desires to file more than one (1) application involving the same project and/or property and desires all related applications to be considered within the same hearing, only one (1) Neighborhood Meeting shall be

necessary, as long as all relevant applications are discussed in such Neighborhood Meeting.

(2) A Neighborhood Meeting shall be required as a prerequisite to filing of an application with the City for the following land use matters:

(a) Preliminary Plat;

(b) Planned Unit Development;

(c) Rezoning;

(d) Conditional Use Permit; or

(e) Any combination of the foregoing.

C. Notice of Meeting.

(1) Notice of the Neighborhood Meeting shall be given to all property owners of record within three hundred feet (300') of the subject property. Such notice shall be provided at least fourteen (14) days before the first Neighborhood Meeting regarding the subject property. Notice of the Neighborhood Meeting shall be made by mail to the current or last known address of the property owners of record. Property owners of record shall be determined by review of records in the possession of Bonneville County. Alternatively, the City may provide a list of property owners to the applicant upon receipt by the City of the proper request form and the appropriate fee.

(2) Notice shall include a vicinity map, the general nature of the proposal, the size of the land, the number of lots/dwelling units, the date, time and location of the meeting, and the name, address, telephone number and email address of a contact person. The Neighborhood Meeting shall be set at a date, time, and place reasonably calculated to facilitate the attendance of the property owners who are required to receive notice. Evening meetings during the work week are encouraged.

D. Format.

(1) General. The applicant or applicant's representative shall conduct the Neighborhood Meeting according to orderly procedures. The person conducting should provide the participants in the Neighborhood Meeting a fair chance to be heard. The person conducting will have the authority to recognize participants in the Meeting and to maintain order in the conduct of the Neighborhood Meeting. Formal rules of evidence will not apply during the Neighborhood Meeting, but the person conducting may limit the duration of comments or presentation where necessary to give the broadest number of participants the opportunity to express their views.

(2) Order. The Neighborhood Meeting shall generally be conducted in the following order; however, the Meeting should not be so formal that it precludes or

unduly limits participation by those in attendance nor should it be so unruly that information gathering and exchange cannot occur:

(a) Opening of the Neighborhood Meeting and a call to order;

(b) Introduction of the proposal/project by the applicant and/or the applicant's representatives;

(c) Public comments in support of the application;

(d) Public comments in opposition of the application;

(e) Questions and/or other public testimony;

(f) A response of the applicant (if desired by applicant);

(g) Any related business; and

(h) Close of the Neighborhood Meeting.

(3) Other. Conduct by all participating in the Neighborhood Meeting should be respectful, should avoid personal attack, and should be directed toward gathering and exchanging information regarding the proposal(s).

E. Scope. Each Neighborhood Meeting shall be conducted so that those in attendance can discuss the project/proposal which is the subject of the application(s) to be filed. Where more than one (1) application is to be considered in the same public hearing, the Meeting shall include discussion of all related matters. For example, where there is to be a submittal for a rezoning along with a preliminary plat, both shall be thoroughly discussed in the Neighborhood Meeting.

F. Submission of Neighborhood Meeting Materials to City.

(1) Time to submit materials. Neighborhood Meeting materials required to be submitted pursuant to this Code shall be submitted with the application(s) and relevant fee(s).

(2) Materials to be submitted. The following shall be submitted to the City with the original filing of the land use application(s) and shall constitute part of such land use application(s):

(a) Time, date and location of the Neighborhood Meeting;

(b) Names and addresses of property owners to whom notice was sent;

(c) Names and addresses of all attendees;

(d) Summary of comments, suggestions and discussion;

(e) Applicant's response to comments, suggestions and discussion, including any modifications made or intended to be made to the project

proposal/application as a result of the Neighborhood Meeting comments; and

(f) Materials utilized or submitted (including plans, proposals, designs, power point presentations, maps, handouts, petitions, letters, studies, etc.) shall be submitted with the application for the related project(s). The summary of comments, suggestions and discussion should be extensive enough to allow the reader to understand what occurred.

(g) A verbatim transcript of the Neighborhood Meeting is not required nor is a video and/or audio tape (unless the applicant wishes to submit it).

G. Notice of Hearing. Following receipt by City staff of the required submittals with the application and fee(s), notice of a public hearing on the related application(s) shall be scheduled before the Planning and Zoning Commission. If required, notice of such public hearing shall take place not less than fifteen (15) days prior to the required public hearing before the Planning and Zoning Commission pursuant to this Code.

SECTION 6. Title 11, Chapter 7, Section 1 of the City of Idaho Falls Code is hereby amended as follows:

11-7-1 DEFINITIONS

…

Neighborhood Meeting: A meeting required to be held and conducted by an applicant for certain types of proposed land use changes in order to provide an opportunity for dialogue between the applicant and the public, especially those who live close to the property that is the subject of the application. The Neighborhood Meeting must be held in advance of any quasi-judicial hearing of the application pursuant to the Local Land Use Planning Act.

SECTION 8. Savings and Severability Clause. The provisions and parts of this Ordinance are intended to be severable. If any section, sentence, clause, or phrase of this Ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause, or phrase of this Ordinance.

SECTION 9. Codification Clause. The City Clerk is instructed to immediately forward this Ordinance to the codifier of the official municipal code for proper revision of the Code.

SECTION 10. Publication. This Ordinance, or a summary thereof in compliance with Idaho Code, shall be published once in the official newspaper of the City, and shall take effect immediately upon its passage, approval, and publication.

SECTION 11. Effective Date. This Ordinance shall be in full force and effect on January 1, 2022, after its passage, approval and publication.

PASSED by the City Council and APPROVED by the Mayor of the City of Idaho Falls, Idaho, this _____ day of _____, 2021.

ATTEST:

CITY OF IDAHO FALLS, IDAHO

_____

KATHY HAMPTON, CITY CLERK

_____

REBECCA L. NOAH CASPER, Ph.D., MAYOR

(SEAL)

STATE OF IDAHO)
) ss:
County of Bonneville)

I, KATHY HAMPTON, CITY CLERK OF THE CITY OF IDAHO FALLS, IDAHO, DO HEREBY CERTIFY:

That the above and foregoing is a full, true and correct copy of the Ordinance entitled, "AN ORDINANCE OF THE CITY OF IDAHO FALLS, IDAHO, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO; AMENDING TITLE 11 OF THE IDAHO FALLS CITY CODE TO INCLUDE A NEIGHBORHOOD MEETING AS A REQUIRED PART OF AN APPLICATION FOR PRELIMINARY PLAT, PLANNED UNIT DEVELOPMENT, REZONING, OR CONDITIONAL USE PERMIT; CHANGING A PRELIMINARY PLAT HEARING TO A MEETING, CORRECTING SMALL ERRORS IN THE SUBDIVISION CODE AND PROVIDING SEVERABILITY, CODIFICATION, PUBLICATION BY SUMMARY, AND ESTABLISHING EFFECTIVE DATE."

(SEAL) _____
KATHY HAMPTON, CITY CLERK