



CITY COUNCIL AGENDA

City of Idaho Falls
Regular City Council Meeting
680 Park Avenue

Thursday
October 24, 2024
7:30 p.m.

Mayor
Rebecca Casper
City Council

Lisa Burtenshaw
Council President
John Radford
Council Seat 5
Jim Freeman
Council Seat 6

Michelle Ziel-Dingman
Council Seat 1
Jim Francis
Council Seat 4
Kirk Larsen
Council Seat 3



Livestream at www.idahofallsidaho.gov/429/Live-Stream

PUBLIC PARTICIPATION

Welcome to the Idaho Falls City Council Meeting.

Regularly scheduled City Council meetings are open to the general public. City Council meetings are also live-streamed and archived on [the City website](#). Please be aware that the meeting agenda will differ from the published version if amendments to the agenda are made by the Council during the meeting.

The Council encourages public input. While a general public comment option is not required by Idaho law, the Idaho Falls City Council welcomes general public input as part of regular City Council meetings. General public comment will be allowed for up to 20 minutes. However, citizens are always welcome to contact their Council representatives via e-mail or telephone, as listed on [the City website](#). The Council is committed to an atmosphere that promotes equal opportunity, civility, mutual respect, proper decorum and freedom from discrimination or harassment.

Those who wish to address City Council during the council meetings are encouraged to adhere to the guidelines below.

Public Comment Guidelines

Speakers are encouraged to:

- State their name and city of residence.
- Focus comments on matters within the purview of the City Council.
- Limit comments to three (3) minutes or less.
- Refrain from repeating information already presented to preserve time for others to speak. Large groups are encouraged to select one or two speakers to represent the voice of the entire group.
- Practice civility and courtesy. City leaders have the right and the responsibility to maintain order and decorum during the meeting. Time may be curtailed for those speakers whose comments are profane or disruptive in nature.
- Refrain from comments on issues involving matters currently pending before the City's Planning and Zoning Commission or other matters that require legal due process, including public hearings, City enforcement actions, and pending City personnel disciplinary matters.
- Comments that pertain to activities or performance of individual City employees should be shared directly with the City's Human Resources Director (208-612-8248), the City's Legal Department (208-612-8178) or with the Office of the Mayor (208-612-8235).

Public Hearing Guidelines

- 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 comments directly to the Council and try to limit them to three (3) minutes.
- 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.
- 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 twenty-four (24) hours prior to the date of the hearing so log-in information can be sent prior to the meeting. Please indicate which public hearing the testimony is intended for on the agenda. Please note that this remote option will not be available for all meetings.

If communication aids, services, or other physical accommodations are needed to facilitate participation or access for this meeting, please contact the City Clerk at (208) 612-8414 or the ADA Coordinator at (208) 612-8323 not less than 48 hours prior to the meeting. They will help accommodate special needs wherever possible.



City Council Meeting

Agenda

680 Park Avenue
Idaho Falls, ID 83402

Thursday, October 24, 2024

7:30 PM

City Council Chambers

City Council Agenda:

1. **Call to Order.**
2. **Pledge of Allegiance.**
3. **Public Comment.**

Please see guidelines above.

4. **Consent Agenda.**

Any Consent Agenda item may be moved to the Regular Agenda for separate consideration if requested by a Council member. Other changes to this agenda may require the approval of a majority of Council.

A. **Office of the Mayor**

- 1) Appointment to City Boards, Committees and Commissions pursuant to Idaho Falls City Code Title 2. **24-380**

Attachments: Matthew Meehan Fillable Citizen Application - PZC
Matthew Meehan Cover Letter - PZC
Matthew Meehan Resume - PZC
PC - Matthew Meehan
P&Z_Meehan_Oct24
City Code Section 2-2 Planning Commission (PDF)

- 2) Reappointments to City Boards, Committees and Commissions pursuant to Idaho Falls City Code Title 2 **24-383**

Attachments: PZ_HPC_Reappointments_Oct24
Memo to Re-appoint HPC and PC
City Code Section 2-2 Planning Commission (PDF)
CITY CODE TITLE 2 CH 11_HistoricPreservation

B. **Airport**

- 1) Approve the Restrictive Covenant for a portion of Cove Fort Road located on airport property **24-379**

Attachments: Restrictive Covenant 10162024
Exhibit A - Legal Description

C. Municipal Services

- 1) Treasurer's Report for August 2024 **24-370**

Attachments: August 2024 Treasurer's Report

D. Public Works

- 1) Bid Award - Well 13 Upgrades **24-371**

Attachments: Well 13 Bid Tab & Map

E. Idaho Falls Power

- 1) Kleinschmidt Phase IV Relicensing Professional Service Contract - Study Plan Implementation and Reporting - FY2025 **24-381**

Attachments: Idaho Falls Relicensing Proposal_2025 - Final_Rev. 1

F. Office of the City Clerk

- 1) Minutes from Council Meetings **24-373**

Attachments: 2024 1010 City Council Meeting

- 2) License Applications, all carrying the required approvals

Action Item:

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. Public Works**

- 1) Bid Award - Brodbeck's Addition Water Line Replacements 2024 **24-372**

On Tuesday, October 15, 2024, bids were received and opened for the Brodbeck's Addition Water Line Replacements 2024 project. The tabulation of bid results is attached. The purpose of the proposed bid award is to facilitate a contract with the lowest responsive bidder for the purpose of replacing aging water lines within Brodbeck's Addition.

Action Item:

Approve the plans and specifications; award to the lowest responsive, responsible bidder, Bybee Excavation, LLC., in the amount of \$2,198,644.00; and give authorization for the Mayor and City Clerk to execute the necessary documents (or take other action deemed appropriate).

Attachments: Brodbeck's Addition Water Line Bid Tab & Map

- 2) Resolution to Adopt a Revised Snow and Ice Control Policies and Procedures Manual

24-374

Attached is a proposed Resolution which amends the City of Idaho Falls Snow and Ice Control Policies and Procedures Manual. The policy has been updated to reflect minor changes and to account for newly annexed streets.

Action Item:

Adopt the Resolution to revise and update the City of Idaho Falls Snow and Ice Control Policies and Procedures Manual to reflect current snow removal practices or (take other action deemed appropriate).

Attachments: 2024 - Snow and Ice Removal Revision Resolution
Snow and Ice Policy 2024-2025 Redlines

B. Community Development Services

- 1) Quasi-judicial Public Hearing-Rezone from R3A, Residential Mixed Use with the PT, Planned Transition Overlay Zone to LC, Limited Commercial with the PT, Planned Transition Overlay Zone, Zoning Ordinance and Reasoned Statement of Relevant Criteria and Standards for approximately 1.02 acres in Lot 3, Block 1, Juniper Hills Plaza.

24-375

Attached is the application for Rezoning approximately 1.02 acres from R3A with PT Overlay Zone to LC with PT Overlay Zone, Zoning Ordinance, and Reasoned Statement of Relevant Criteria and Standards for approximately 1.02 acres in Lot 3, Block 1, Juniper Hills Plaza. The Planning and Zoning Commission considered this item at its October 1, 2024, meeting and unanimously voted to recommend approval of the zone change from R3A with the PT Overlay Zone to LC with the PT Overlay Zone to the Mayor and City Council as presented.

Action Item:

1. Approve the Ordinance Rezoning approximately 1.02 acres in Lot 3, Block 1, Juniper Hills Plaza from R3A, Residential Mixed Use with the PT, Planned Transition Overlay Zone to LC, Limited Commercial with the PT, Planned Transition Overlay Zone, 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 Rezone from R3A with the PT Overlay Zone to LC with the PT Overlay Zone and give authorization for the Mayor and City Clerk to execute the necessary documents (or take other action deemed appropriate).

- Attachments:
- Zoning Map

Aerial

Comp Plan Map

Staff Report

Allowed Use Tables - Commercial

PT Zoning Standards

PC Minutes

Ordinance

Reasoned Statement

Neighborhood Meeting Packet

- 2)
- Legislative Public Hearing-Part 1 of 2 of the Annexation and Initial Zoning-Annexation Ordinance and Reasoned Statement of Relevant Criteria and Standards for approximately 0.503 acres beginning at the center ¼ of Section 26, Township 2 North, Range 37 East.
- 24-376

Attached is part 1 of 2 of the application for Annexation and Initial Zoning of LC, Limited Commercial with the Controlled Development Airport Overlay Zone which includes the Annexation Ordinance and Reasoned Statement of Relevant Criteria and Standards for approximately 0.503 acres beginning at the center ¼ of Section 26, Township 2 North, Range 37 East. On October 1, 2024, the Planning and Zoning Commission unanimously voted to recommend approval of the annexation with initial zoning of LC, Limited Commercial with the Controlled Development Airport Overlay Zone to the Mayor and City Council as presented.

- Action Item:
1. Approve the Ordinance annexing approximately 0.503 acres beginning at the center ¼ of Section 26, Township 2, North, Range 37 East; assign a Comprehensive Plan Designation of “Mixed-Use Centers and Corridors;” and under a suspension of the rules requiring three complete and separate readings, 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 approximately 0.503 acres beginning at the center ¼ of Section 26, 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

Aerial

Comp Plan Map

Airport Land Use Map

Land Use Tables

PC Minutes

Staff Report

Ordinance

Exhibit A and Map Exhibit

Reasoned Statement Annexation

- 3)** Legislative Public Hearing-Part 2 of 2 of the Annexation and Initial Zoning of LC, Limited Commercial with the Controlled Development Airport Overlay Zone, Initial Zoning Ordinance and Reasoned Statement of Relevant Criteria and Standards for approximately 0.503 acres beginning at the center ¼ of Section 26, Township 2 North, Range 37 East. **24-378**

Attached is part 2 of 2 of the application for Annexation and Initial Zoning of LC, Limited Commercial with the Controlled Development Airport Overlay Zone which includes the Initial Zoning Ordinance and Reasoned Statement of Relevant Criteria and Standards for approximately 0.503 acres beginning at the center ¼ of Section 26, Township 2 North, Range 37 East. The Planning and Zoning Commission considered this item at its October 1, 2024, meeting and unanimously voted to recommended approval of the annexation with initial zoning of LC with the Controlled Development Airport Overlay Zone to the Mayor and City Council as presented.

Action Item:

1. Approve the Ordinance establishing the initial zoning for LC, Limited Commercial with the Controlled Development Airport Overlay Zone 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, Limited Commercial with the Controlled Development Airport Overlay Zone and give authorization for the mayor to execute the necessary documents (or take other action deemed appropriate).

Attachments: Zoning Map
Aerial
Comp Plan Map
Ordinance
Map and Exhibit A
Reasoned Statement

6. **Announcements.**
7. **Adjournment.**

Memorandum

File #: 24-380

City Council Meeting

FROM: Margaret Wimborne
DATE: Thursday, October 17, 2024
DEPARTMENT: Mayor's Office

Subject

Appointment to City Boards, Committees and Commissions pursuant to Idaho Falls City Code Title 2.

Council Action Desired

- ☐ Ordinance ☐ Resolution ☐ Public Hearing
☒ Other Action (Approval, Authorization, Ratification, etc.)

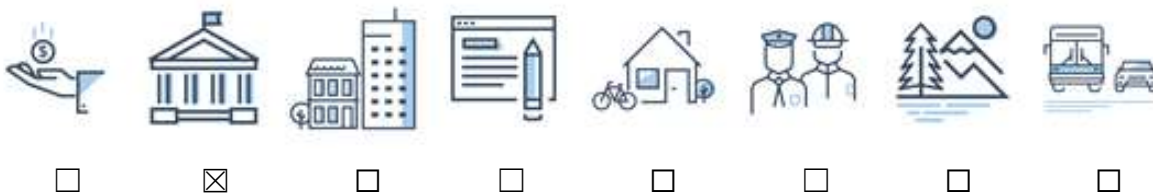
Give consent to the appointment of Matthew Meehan to serve as new member of the Idaho Falls Planning & Zoning Commission pursuant to Title 2 Chapter 2 of Idaho Falls City Code.

Description, Background Information & Purpose

Name:	Status:	Committees, Boards, Commissions:
Matthew Meehan	New Appointment	Planning & Zoning Commission

On behalf of the Mayor, please find attached for your review an application, cover letter and resume for Matthew Meehan, memoranda from Chief of Staff Margaret Wimborne and Community Development Services Director Wade Sanner and for your reference, a copy of Title 2 Chapter 2 of Idaho Falls City Code.

Alignment with City & Department Planning Objectives



Involving citizens in governance and decision-making processes supports the highest values of the strategic plan.

Interdepartmental Coordination

The appointment process included collaboration with Community Development Services and an interview with the new appointee.

Fiscal Impact

None. Service on City Commissions is a voluntary activity. Activities and expenses necessary for the proper function of

these boards, commissions, and committees will be accounted for within the appropriate department budget.

Legal Review

Mr. Meehan meets the legal specifications to serve as a member of the Commission.



City of Idaho Falls
Boards, Committees and Commissions
Citizen Application

Thank you for your willingness to serve our community. Please fill out this form and attach a résumé to this application. If you wish, you may also submit a cover letter explaining your interest in city service.

Your application will be kept on file. When there is an opening on a relevant City Board, Committee or Commission, your application will be reviewed. Return the completed form to the Mayor's office at: City of Idaho Falls Mayor's office: P.O. Box 50220, Idaho Falls, ID 83405 or mayor@idahofalls.gov.

Name:	Matthew Meehan		
Mailing Address:	1415 Presto Street, Apt. 6		
City, State, Zip:	Idaho Falls, Idaho 83402		
Email Address:	matthewdmeehan@gmail.com		
Daytime Phone:		☐ Message? ☐ Text?	
Evening Phone:		☐ Message? ☐ Text?	
Cell Phone:	631-848-5598	☒ Message? ☒ Text?	

What is your motivation for service on this/these committee(s)?

I have been a resident of Idaho Falls since 2016, and in that time I have seen firsthand the tremendous growth that the city has experienced. I admire the way this growth has been handled thoughtfully and carefully, with smart infill and a rapid response to a dramatic increase in demand for housing. I am a strong proponent of smart planning for continued growth, and I would be happy to serve my community as a member of the committee responsible for helping to steer that growth.

How does your background training and experience lend itself to service on this/these committee(s)?

Professionally, I have a successful career in business, specifically in marketing and communications. Since 2019, I have worked as a communications specialist at Idaho National Laboratory. I hold an MBA, and I have a strong understanding of the needs of the local business community. Personally, I have an avid interest in urban planning and design and in the development of livable, walkable communities. I am a resident of the type of "missing middle" housing that will be key to the city's sustainable growth.

Please list any relevant areas of expertise, education or training you possess that will be helpful for service.

Communications Specialist, Idaho National Laboratory (Dec. 2019 - present)

Master of Business Administration, University of Massachusetts (2014)

FOR OFFICE USE ONLY:	
Date received by Mayor's Office:	Date appointed:
City Division(s) application forwarded to:	Board, Committee or Commission appointed to:

	<u>Length of term (Years)</u>	<u>Meeting Frequency</u>
Mayor's Office		
☐ Sister Cities Committee	Three (3)	As Needed
Fire Department		
☐ Fire Code Appeals Board	Five (5)	Yearly/As Needed
Library		
☐ Library Board	Five (5)	Monthly/As Needed
Municipal Services		
☐ Civic Center for the Performing Arts Committee	Two (2)	As Needed
Parks and Recreation		
☐ Golf Advisory Board	Three (3)	Every Other Month
☐ Parks and Recreation Commission	Three (3)	Monthly
☐ Shade Tree Committee	Three (3)	Monthly
☐ Tautphaus Park Zoological Society	Three (3)	Quarterly
☐ War Bonnet Round Up Advisory Committee	Three (3)	As Needed
Community Development Services		
☐ Board of Adjustment	Five (5)	2 nd Thursday/As Needed
☐ Building Code Board of Appeals	Three (3)	As Needed
☐ Electrical Board of Review	Two (2) & Three (3)	As Needed
☐ Historic Preservation Commission	Three (3)	1 st Thursday
☐ ADA Advisory Board	Three (3)	As Needed
☐ Idaho Falls Business Assistance Corp	Staggering Terms	Quarterly/As Needed
☐ Idaho Falls Redevelopment Agency	Five (5)	3 rd Thursday
☐ Mechanical Appeals Board	Three (3)	As Needed
☒ Planning Commission	Six (6)	1 st Tuesday
☐ Plumbing Appeals Board	Three (3)	As Needed
Public Works		
☐ Impact Fee Advisory Committee	Three (Staggered Terms)	As Needed
Regional Committees		
☐ Bonneville Metropolitan Planning Organization		
Other		
☐		

1Where not specifically required by law, City of Idaho Falls residents will be given preference. 2Four (4) members shall have professional training or experience in the disciplines of architecture, history, architectural history, urban planning, archaeology, engineering, law, or other historic preservation-related disciplines. 3All members shall be a person with a disability or have a demonstrated interest, competence or knowledge of disabilities. 4One (1) member shall be a Bonneville County resident residing within the area of city impact. Please note: Those who stand to receive a direct financial benefit from a particular position, who are involved in litigation with a relevant city department, and who are not city residents may be declared ineligible to serve on a committee. Any Information supplied may be subject to disclosure under the Idaho Public Records Law §§ 9-337 through 9-350

Matthew Meehan

1415 Presto St, Apartment 6, Idaho Falls, ID 83402
631-848-5598 | matthewdmeehan@gmail.com

July 30, 2024

The Honorable Mayor Rebecca Casper
P.O. Box 50220
Idaho Falls, Idaho 83405
mayor@idahofallsidaho.gov

Dear Mayor Casper,

I am writing to you today to express my interest in filling one of the available seats on the City of Idaho Falls' Planning and Zoning Commission. I am applying at the suggestion of Catherine Smith, a trusted colleague and friend, who recommended this opportunity as an excellent match for my skills, interests, and desire to give back to the community where I live and work.

I have lived in Idaho Falls since December 2016, when I followed family here. My first home in here was an apartment at The Falls Apartments. I now own and reside in a condominium in North Park Village, adjacent to Freeman Park. My mother owns a home in Snake River Landing, and my sister and her family own a home just off of Sunnyside Drive. I spend many of my evenings walking my dog along the Green Belt. I know the value of well-planned neighborhoods, community assets like parks and pedestrian pathways, and having many different types of housing available for residents at different stages of life.

Since 2019, I have worked as a communications specialist at Idaho National Laboratory. My career at INL has been incredibly rewarding, especially as I get to work closely with our recruiting teams to attract a diverse and talented pool of interns and employees to the laboratory and to the Idaho Falls area. I know how the growth of the laboratory has contributed to the city's growth, and I am conscious of the stresses that this growth causes as well.

I have seen the way Idaho Falls has grown in my time here, and I know it will continue to do so. The city has tackled this challenge very thoughtfully by promoting smart infill and quickly adding higher-density housing projects to meet the increased demand. As a member of the Planning and Zoning Commission, I would be a champion of similar lines of thinking.

It would be an honor and a privilege to serve the city of Idaho Falls as a member of the Planning and Zoning Commission. I hope you will consider my application favorably.

Warmest regards,

Matthew Meehan

Matthew Meehan

Experienced business professional with a focus on communications and marketing. Idaho Falls resident passionate about people-centric urban design, smart growth, and sustainable development.

1415 Presto St, Apartment 6, Idaho Falls, ID 83402
631-848-5598 | matthewdmeehan@gmail.com

Experience

Communications Specialist / Idaho National Laboratory

December 2019 - Present, Idaho Falls, ID

Serve as communications subject matter expert, ensuring that all internal and external messaging advances the laboratory's mission, promotes our values, communicates our impacts to internal and external stakeholders, and is consistent with brand standards.

Marketing Manager / Premier Performance

January 2017 - November 2019, Rexburg, ID

Managed all aspects of marketing and communications for international wholesale distributor, including digital and print marketing materials, sales and marketing promotions, hospitality, and events, with emphasis on partnership management and data analysis and reporting.

Account Coordinator, Partnerships / High Five Marketing

October 2014 - December 2015, San Francisco, CA

Managed sponsor relationships with various national governing bodies and non-profits, with emphasis on analysis and reporting on the success of various content marketing and affinity marketing activities.

Education

University of Massachusetts / Master of Business Administration

May 2014, Amherst, MA

University of Massachusetts / Master of Science

May 2014, Amherst, MA

University of South Carolina / Bachelor of Science

December 2010, Columbia, SC

Skills

Internal & external communications; Public relations; Data analysis, reporting, and visualization; Content creation and publication; Event planning and management; Project management.

Microsoft Office Suite; Adobe Photoshop & Illustrator; Tableau; Google Analytics; Wordpress; SharePoint.



MEMORANDUM

TO: Honorable Mayor Casper

FROM: Wade Sanner, CDS Director

DATE: August 22, 2024

RE: Board and Commission Appointment Recommendations

The City of Idaho Falls currently has one vacancy on our Planning and Zoning Commission. Understanding that the appointment of members to the Board of Adjustment is under the purview of the mayor, the Community Development Services Department would like to recommend the appointment of Mr. Matthew Meehan to the Planning and Zoning Commission. Naysha Foster and I have reviewed Mr. Meehan's applications and interviewed him on 08/22/24.

Mr. Matthew Meehan has Master's Degree in Business Administration and has been a Communications Specialist for the Idaho National Laboratory for the last 5 years. His experience with public relations and data analysis will be a great asset to the Planning and Zoning Commission in their decision-making capacity and interactions with the public.

Board of Adjustment Recommended Appointment and Term:

Matthew Meehan Term ending September 30, 2030

Let me know if you have any further questions. Thank you for your help in this matter.

Sincerely,

Wade Sanner, AICP
Community Development Services Director



MEMORANDUM

TO: Rebecca Casper
FROM: Margaret Wimborne
DATE: Oct. 17, 2024
RE: Planning & Zoning Commission

I recommend appointment of the following individual to the Idaho Falls Planning & Zoning Commission pursuant to City Code Title 2 Chapter 2.

1. **Matthew Meehan:** Matthew Meehan was recommended by Community Development Services for service on the Planning & Zoning Commission. I have had the opportunity to meet with Matthew Meehan and I believe his interest in community service, as well as planning and urban design will be a benefit to the commission.

I believe Matthew Meehan will bring a thoughtful perspective about growth to the Planning & Zoning Commission, and I recommend him for appointment.

CITY OF IDAHO FALLS, CODE OF ORDINANCES

TITLE 2 BOARDS AND COMMISSIONS

CHAPTER 2 PLANNING AND ZONING COMMISSION

2-2-1: APPOINTMENT:

The Mayor, with the consent by the Council, shall appoint a Planning and Zoning Commission of not less than six (6) nor more than twelve (12) members.

2-2-2: QUALIFICATIONS:

All members of the Commission shall reside within Bonneville County, provided no more than three members may reside outside the boundaries of the City. All members shall have resided within Bonneville County for a period of five (5) consecutive years immediately preceding their appointment. No elected or appointed officer of the City shall serve as an official member of the Planning and Zoning Commission.

2-2-3: TERM OF OFFICE:

Members of the Planning and Zoning Commission shall serve a term of six (6) years. The term of each member shall expire on December 31 of the sixth year following their appointment, provided the terms of no more than two (2) members shall expire in any one (1) year. Vacancies shall be filled by the Mayor and Council for the unexpired term of the incumbent. Members may be removed by a majority vote of the full Council. Members shall be selected without respect to political affiliation and shall serve without compensation.

2-2-4: ORGANIZATION; RULES AND MEETINGS:

The Commission shall elect its own chairperson and create and fill such other offices as necessary. One (1) regular meeting shall be held each month for not less than nine (9) months in each year. A majority of the members of the Commission shall constitute a quorum at any meeting. All meetings and records of the Commission shall be open to the public. Written rules consistent with this Chapter and the laws of the State for the transaction of business of the Commission shall be adopted, and a written record of the resolutions, findings and determinations shall be kept.

2-2-5: DUTIES:

The Planning and Zoning Commission shall examine all proposals, applications and petitions and shall make recommendations to the City Council concerning the zoning of properties within the City and properties to be annexed thereto. The Planning and Zoning

Commission shall recommend to the Council changes regarding the City's comprehensive plan. The commission may suggest changes in the Zoning Ordinance and shall study and make recommendations for the laying out, widening, extending and locating of streets, roads and highways in the City, the future development, growth and beautification of the City's streets, parks, grounds and lands. The Planning and Zoning Commission shall have all powers and duties assigned to it by the Zoning Ordinance. It shall act in an advisory capacity to the Board of Adjustment when requested by the Board. All maps, plats and replats of land which require the approval of the Council shall be submitted first to the Planning and Zoning Commission for its recommendation. The Planning and Zoning Commission also shall perform other duties required under state law or as directed by the Council.



Memorandum

File #: 24-383

City Council Meeting

FROM: Margaret Wimborne

DATE: Thursday, October 17, 2024

DEPARTMENT: Mayor's Office

Subject
Reappointments to City Boards, Committees and Commissions pursuant to Idaho Falls City Code Title 2

Council Action Desired

☐ Ordinance☐ Resolution☐ Public Hearing

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

Give consent to the reappointment of members serving on Idaho Falls’ Historic Preservation Committee and the Planning & Zoning Commission.

Description, Background Information & Purpose

Name:	Status:	Committee, Board, Commission
Julie Anglesey	Reappointment	Historic Preservation Committee
Tasha Taylor	Reappointment	Historic Preservation Committee
Kim Smith	Reappointment	Historic Preservation Committee
Forrest Ihler	Reappointment	Planning & Zoning Commission

On behalf of the Mayor, please find attached for your review memoranda from Chief of Staff Margaret Wimborne and Community Development Services Director Wade Sanner, as well as Title 2 Chapters 2 and 11 of the Idaho Falls City Code for your reference.

Alignment with City & Department Planning Objectives



☐☐☐☐☐☐☐☐

Involving citizens in governance and decision-making processes supports the highest values of the strategic plan.

Interdepartmental Coordination
The reappointment process included collaboration with Community Development Services.

Fiscal Impact

None. Service on City Commissions and Committees is voluntary. Activities and expenses necessary for the proper function of boards, commissions and committees will be accounted for within the appropriate department budget.

Legal Review

N/A



MEMORANDUM

TO: Rebecca Casper

FROM: Margaret Wimborne

DATE: Oct. 17, 2024

RE: Reappointments to Idaho Falls' Planning & Zoning Commission and Historic Preservation Committee

After consultation with Community Development Services staff, I recommend the reappointment of the following individuals to the Planning & Zoning Commission pursuant to City Code Title 2 Chapter 2 and the Historic Preservation Committee pursuant to City Code Title 2 Chapter 11.

Planning & Zoning Commission: Forrest Ihler

Historic Preservation Committee: Julie Anglesey, Tasha Taylor and Kim Smith

It is clear they have provided valuable contributions to these respective commissions and committees, and still have much to contribute.



MEMORANDUM

TO: Honorable Mayor Casper

FROM: Wade Sanner, CDS Director

DATE: October 17, 2024

RE: The re-appointments of Julie Anglesey, Tasha Taylor, and Kim Smith to the Historic Preservation Commission (HPC); and Forrest Ihler to the Idaho Falls Planning and Zoning

Community Development Services respectfully requests the re-appointment of Julie Anglesey and Tasha Taylor to the Historic Preservation Commission for a term ending December 31, 2027, and Kim Smith to the Historic Preservation Commission for a term ending December 31, 2025.

Forrest Ihler to the Idaho Falls Planning and Zoning Commission for a term ending December 31, 2030.

Please feel free to contact me with any questions.

CITY OF IDAHO FALLS, CODE OF ORDINANCES

TITLE 2 BOARDS AND COMMISSIONS

CHAPTER 2 PLANNING AND ZONING COMMISSION

2-2-1: APPOINTMENT:

The Mayor, with the consent by the Council, shall appoint a Planning and Zoning Commission of not less than six (6) nor more than twelve (12) members.

2-2-2: QUALIFICATIONS:

All members of the Commission shall reside within Bonneville County, provided no more than three members may reside outside the boundaries of the City. All members shall have resided within Bonneville County for a period of five (5) consecutive years immediately preceding their appointment. No elected or appointed officer of the City shall serve as an official member of the Planning and Zoning Commission.

2-2-3: TERM OF OFFICE:

Members of the Planning and Zoning Commission shall serve a term of six (6) years. The term of each member shall expire on December 31 of the sixth year following their appointment, provided the terms of no more than two (2) members shall expire in any one (1) year. Vacancies shall be filled by the Mayor and Council for the unexpired term of the incumbent. Members may be removed by a majority vote of the full Council. Members shall be selected without respect to political affiliation and shall serve without compensation.

2-2-4: ORGANIZATION; RULES AND MEETINGS:

The Commission shall elect its own chairperson and create and fill such other offices as necessary. One (1) regular meeting shall be held each month for not less than nine (9) months in each year. A majority of the members of the Commission shall constitute a quorum at any meeting. All meetings and records of the Commission shall be open to the public. Written rules consistent with this Chapter and the laws of the State for the transaction of business of the Commission shall be adopted, and a written record of the resolutions, findings and determinations shall be kept.

2-2-5: DUTIES:

The Planning and Zoning Commission shall examine all proposals, applications and petitions and shall make recommendations to the City Council concerning the zoning of properties within the City and properties to be annexed thereto. The Planning and Zoning

Commission shall recommend to the Council changes regarding the City's comprehensive plan. The commission may suggest changes in the Zoning Ordinance and shall study and make recommendations for the laying out, widening, extending and locating of streets, roads and highways in the City, the future development, growth and beautification of the City's streets, parks, grounds and lands. The Planning and Zoning Commission shall have all powers and duties assigned to it by the Zoning Ordinance. It shall act in an advisory capacity to the Board of Adjustment when requested by the Board. All maps, plats and replats of land which require the approval of the Council shall be submitted first to the Planning and Zoning Commission for its recommendation. The Planning and Zoning Commission also shall perform other duties required under state law or as directed by the Council.

CHAPTER 11

HISTORIC PRESERVATION COMMISSION

SECTION:

- 2-11-1: Establishment
- 2-11-2: Definitions
- 2-11-3: Purpose
- 2-11-4: Duties
- 2-11-5: Organization
- 2-11-6: Term of Office
- 2-11-7: Removal
- 2-11-8: Vacancy
- 2-11-9: Attendance
- 2-11-10: Open Meetings
- 2-11-11: Minutes
- 2-11-12: No Compensation
- 2-11-13: Indebtedness

2-11-1: **ESTABLISHMENT:** The Historic Preservation Commission (“Commission”) is hereby established. The Mayor, with the consent of the Council, shall appoint seven (7) City residents to the Commission. All members of the Commission shall have a demonstrated interest, competence, or knowledge in history or historic preservation. Four (4) members of the Commission shall have professional training, experience, or interest in the disciplines of architecture, history, architectural history, urban planning, archaeology, engineering, law, or other historic preservation related disciplines.

2-11-2: **DEFINITIONS:** The following words and phrases, when used in this Chapter, shall have, unless the context clearly indicates otherwise, the following meanings:

COMMISSION: The Historic Preservation Commission of the City of Idaho Falls, as established under this Chapter.

HISTORIC PRESERVATION: The research, documentation, protection, restoration and rehabilitation of historic property.

HISTORIC PROPERTY: Any building, structure, object, district, area or site that is significant in the history, architecture, archaeology or culture of this community, the state, or the nation.

2-11-3: **PURPOSE:** The Commission shall assist the Director of the Community Development Services Department with promotion of educational, cultural, economic, and general welfare of the City residents through the identification, evaluation, designation, and protection of those buildings, sites, areas, structures, and objects which reflect the City’s, State’s and nation’s historic, architectural, archaeological, and cultural heritage.

2-11-4: **DUTIES:** The Commission shall have the following powers, duties, and

responsibilities:

- A. Advise and consult with the Director of the Community Development Services Department regarding the identification, evaluation, designation, and protection of historic buildings, site areas, and objects.
- B. Assist the Director of Community Service Department with conducting a survey of local historical properties;
- C. Recommend to the Director of the Community Development Services Department the acquisition of fee and lesser property interests in historic properties, including adjacent or associated lands, by purchase, bequests, or donation;
- D. Recommend to the Director of the Community Development Services Department methods and procedures necessary to preserve, restore, maintain, and operate historic properties under the ownership or control of the City;
- E. Recommend to the Director of the Community Development Services Department the lease, sale, other transfer or disposition of historic properties subject to rights of public access and other covenants and in a manner that will preserve the property;
- F. Recommend to the Director of the Community Development Services Department the adoption of ordinances that promote or regulate historic preservation within the City, in accordance with the powers set forth in Idaho Code Section 67-4612, as amended;
- G. At the direction of the Director of Community Development Services Department, cooperate with federal, State, and local governments in promoting historic preservation;
- H. At the direction of the Director of Community Development Services Department, make recommendations in the planning processes undertaken by Bonneville County, the City, the State, or the federal government and agencies thereof;
- I. At the direction of the Director of Community Development Services Department, promote and conduct educational and interpretive programs regarding historic preservation and historic properties in the City;
- J. Review nominations of properties to the National Register of Historic Places for properties within the City's jurisdiction.

2-11-5: ORGANIZATION: During the first meeting of each calendar year, the Commission shall elect from its membership, by majority, a person to act as Chair and a person to act as Vice-Chair. The Chair and Vice-Chair shall serve until replaced or re-elected. The Chair shall preside at all meetings. If the Chair is absent or unable to act at any meeting, the Vice-Chair shall preside.

The Commission may, with the approval of the Council, employ or contract with other persons or entities for the services of technical or professional experts or other consulting services it deems necessary to carry on the functions of the Commission.

2-11-6: TERM OF OFFICE: Initial appointments to the Commission shall be made as follows: One (1) one-year term; three (3) two-year terms; three (3) three-year terms. All subsequent appointments shall be made for terms of three (3) years each. Terms shall expire on December 31 of the designated year from their appointment. Committee members may be reappointed.

2-11-7: REMOVAL: A Commission member may be removed from the Commission by the Mayor and at the Chair's request, following two (2) consecutive meeting absences unexcused by the Chair or at any time by the majority vote of the Council.

2-11-8: VACANCY: The Mayor, with the consent of the Council, shall appoint a person that meets the qualifications of this Chapter to fill the unexpired term of any member of the Commission in the event of a vacancy.

2-11-9: ATTENDANCE: A quorum of Commission members shall be present in order for purposes of conducting the business of the Commission. Non-voting members present at meetings shall not be considered in determining the number required for a quorum or whether a quorum is present. (Ord. 3540, 9-21-23)

2-11-10: OPEN MEETINGS: All meetings of the Commission shall be open to the public and shall follow the requirements of the Idaho Open Meeting law.

2-11-11: MINUTES: The Commission shall keep minutes of its proceedings, including the vote of each voting member on every presented issue. The meeting minutes and other records of the Commission shall be open to the public.

2-11-12: NO COMPENSATION: Commission members shall receive no compensation for their service on the Commission; however, expenses for equipment and supplies necessary for the Commission to conduct its business shall be allowed by the Council.

2-11-13: INDEBTEDNESS: Nothing herein shall convey or otherwise delegate authority to the Commission to incur any obligation or indebtedness of the City, without the express authorization of the Council.

Memorandum

File #: 24-379

City Council Meeting

FROM: Ian Turner, Airport Director
DATE: Thursday, October 24, 2024
DEPARTMENT: Airport

Subject

Approve the Restrictive Covenant for a portion of Cove Fort Road located on airport property

Council Action Desired

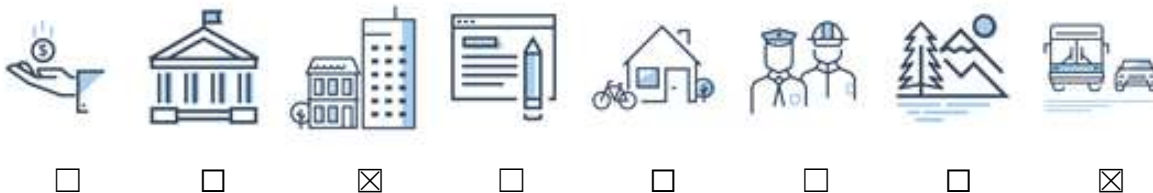
- ☐ Ordinance ☐ Resolution ☐ Public Hearing
☒ Other Action (Approval, Authorization, Ratification, etc.)

Approve the restrictive covenant to protect aviation from incompatible development on a portion of Cove Fort Road

Description, Background Information & Purpose

The Idaho Falls Regional Airport acquired Parcel RPA00007011804 in 2020 to protect approaches to the airport. In 2022, this property acquisition was reimbursed through a Federal Aviation Administration (FAA) Airport Improvement Grant, No. 3-16-0018-057-2022. This grant obligated the land for aeronautical purposes. East River Townhomes Division #1 was approved by the City in September 2023. This development requires the extension of Cove Fort Road from W 33rd N to the existing portion of Cove Fort Road. This proposed portion of road crosses the airport property and is not considered an aeronautical use. To allow this road to be installed/constructed, a release from the aeronautical use obligation is necessary. One piece of this release is to ensure that aviation will not be adversely impacted by future development. The attached restrictive covenant provides this assurance as required by the FAA.

Alignment with City & Department Planning Objectives



This action aligns with well-planned development as well as reliable and safe transportation.

Interdepartmental Coordination

This item has been coordinated with the Legal and Public Works Departments.

Fiscal Impact

This land release requires \$27,148 to be transferred to Airport funds. 93.75% of this amount must be returned to the Airport Improvement Program at the direction of the FAA.

Legal Review

Legal prepared and recommends the attached restrictive covenant.

RESTRICTIVE COVENANTS AFFECTING COVE FORT ROAD AND ADJACENT PROPERTIES

This declaration is made on October ___, 2024, by the City of Idaho Falls, Idaho, a municipal corporation of the State of Idaho, (“CITY”) having its principal office at 308 Constitution Way, Idaho Falls, Idaho 83402.

RECITALS

WHEREAS, CITY is the owner of Parcel RPA00007011804 filed in the Bonneville County Recorder’s Office as Instrument No. 1669032 with a survey recorded as Instrument No. 1681584; and

WHEREAS, CITY reimbursed acquisition costs of the property through a Federal Aviation Administration Airport Improvement Grant Number 3-16-0018-057-2022; and

WHEREAS, CITY desires to extend Cove Fort Road across a portion of the property totaling 0.617 acres (“Property”), more particularly described in Exhibit “A”; and

WHEREAS, CITY, in accordance with its Federal Grant Assurances associated with Airport Improvement Grant Number 3-16-0018-057-2022, does not wish for development on the Property to interfere with or disrupt the Idaho Falls Regional Airport; and

WHEREAS, CITY desires that the Property be used, now and in the future, for land uses that are compatible with normal airport operations, including landing and takeoff of aircraft.

DECLARATION

NOW, THEREFORE, for the purpose of creating restrictions for the Property, CITY, its successors and assigns, and each and every person who after this declaration shall become the grantee in any conveyance of the described lot or any part of the same, do now provide for a common plan of restrictions and by this declaration do provide that the Property, and all subsequent grantees, their heirs, executors, administrators, successors, and assigns, shall be restricted in accordance with the following covenants:

1. Aeronautic Easement - That CITY reserves a right to the public, for its use and benefit, a right of flight for the passage of aircraft in the airspace above the surface of the Property, together with the right to cause in the airspace above the surface of the Property such noise as be inherent in the operation of any aircraft now known or hereafter used for navigation of or flight in said airspace, and for use of the airspace above the surface of the Property for landing on, taking off from, or operation on or over the Idaho Falls Regional Airport.

2. Height Limitation - CITY expressly agrees for itself, its successors, and assigns to restrict the height of structures, objects of natural growth and any and all other obstructions on the Property to a height of not more than one hundred fifty (150) feet above the Idaho Falls Regional Airport’s elevation. In the event this covenant is breached, CITY shall have the right to enter upon the

Property at the expense of the property owner to remove the offending structure or object, or to cut the offending growth.

3. No Interference with Airport - CITY expressly agrees for itself, its successors, and assigns, that it will prevent any use of the Property which would interfere with landing or taking off of aircraft at the Idaho Falls Regional Airport, or otherwise constitute; an airport hazard. Such interference may include, but is not limited to, interference with air navigation and communication facilities serving the airport.

4. FAA Review and Approval of Building Construction, Modification, or Alteration - CITY, its successors and assigns shall comply with notifications and review requirements of the Federal Aviation Administration (FAA) prior to the construction, modification or alteration of any building or structure on the Property.

5. Covenants and Restrictions to Run with the Land - These covenants are to run with the land and shall be binding upon all parties and all persons claiming under them in perpetuity.

6. Severability - If any covenant is adjudged to be invalid or void by judgment or order of a court of record, all other covenants contained in this declaration shall remain in full force and effect.

7. Enforcement - Enforcement shall be by proceedings at law or in equity against any person or persons violating or attempting to violate any covenant, either to restrain violation or to recover damages.

8. Captions - All captions and titles used in this Declaration are intended solely for convenience of reference and shall not affect that which is set forth in any of the provisions hereof.

9. Successors and Assigns - All references herein to CITY shall be construed to include all successors, assigns, partners and authorized agents of CITY.

[Intentionally Blank – Signature Page to Follow]

Page 3 of 3

EXHIBIT "A"

A parcel of land lying in a portion of the SE¼ of Section 1, Township 2 North, Range 37 East of the Boise Meridian, Bonneville County, Idaho, described as follows:

COMMENCING at the Southeast Corner of said Section 1; THENCE N00°14'39"E 1055.87 feet along the east line of said Section 1 to a northeast corner of East River Townhomes Division No. 1, as filed with the Office of the Recorder for Bonneville County as instrument number 1762396; THENCE S89°45'07"W 1109.93 feet along a north line of said subdivision to the **TRUE POINT OF BEGINNING**; THENCE continuing S89°45'07"W 89.92 feet; THENCE North 360.87 feet; THENCE N89°45'12"E 70.00 feet; THENCE South 270.78 feet; THENCE S45°07'26"E 28.35 feet; THENCE S00°08'30"W 70.00 feet to the **TRUE POINT OF BEGINNING**, and containing 0.6167 acres, more or less.



If the electronic signature is not clearly present on this document, it has been modified from its original version and the Surveyor's Seal is no longer valid.

Exhibit "A" Pages: 1 of 1

Total Pages: 1 of 1

File #: 24-370
City Council Meeting

FROM: Mark Hagedorn, City Treasurer
DATE: Thursday, October 10, 2024
DEPARTMENT: Municipal Services

Subject
Treasurer’s Report for August 2024

Council Action Desired
☐ Ordinance
☐ Resolution
☐ Public Hearing
☒ Other Action (Approval, Authorization, Ratification, etc.)
Accept and approve the Treasurer’s Report for August 2024 (or take other action deemed appropriate).

Description, Background Information & Purpose
For the month of August 2024, cash and investments total \$185.9M. Total fiscal year-to-date receipts received and reconciled to the general ledger were reported at \$245.1M, which includes revenues of \$126.5M for charges for services and taxes and intergovernmental revenues of \$83.7M. Total fiscal year-to-date distributions reconciled to the general ledger were reported at \$206.7M. This includes salary and benefits of \$79.1M and operating costs of \$86.7M.

Alignment with City & Department Planning Objectives


☐


☒


☐


☐


☐


☐


☐


☐

The monthly Treasurer’s Report supports the good governance community-oriented result by providing sound fiscal management and enables trust by providing transparency.

Interdepartmental Coordination
N/A

Fiscal Impact
N/A

Legal Review
N/A



City of Idaho Falls

Treasurers Report

August 31, 2024

Table of Contents

Page 1 Bank Reconciliation- Showing Bank and Ledger Balances

Page 2 Cash by Fund- Showing the balances for the reported month in comparison to previous years

Page 3 Revenue and Expense Summary, presenting significant categories in relation to the overall budget

Page 4 Summary of Significant Adjustments- presenting a list of adjustments made by Finance office

Prepared By: Mark Hagedorn, City Treasurer



City of Idaho Falls
Bank Reconciliation Summary
August 31, 2024

Account By Institution:	Beginning Bank Balances	Deposits	Withdrawals	Ending Bank Balances
Mountain West- Workers Comp	\$ 100,000	\$ -	\$ -	\$ 100,000
Bank of Idaho 8013	2,000,000	7,786,519	(7,786,519)	2,000,000
Bank of Idaho 1952	2,909,904	119,603	(45,505)	2,984,002
Bank of Idaho 2720	2,000,000	10,410,334	(10,410,334)	2,000,000
Bank of Idaho 2746-9134	-	10,157,913	(10,157,913)	-
Bank of Idaho 2845	2,303,942	7,771,600	(7,969,513)	2,106,029
Bank of Idaho 2886	3,394,765	26,147,263	(28,372,612)	1,169,416
Frontier Bank 0590	718,699	6,671	(700,000)	25,370
Wells Fargo 0017	3,239,811	38,634,775	(40,533,569)	1,341,017
Wells Fargo 0962	-	-	-	-
Wells Fargo 4394	-	939,145	(939,145)	-
Wells Fargo 7687	-	446,671	(446,671)	-
Investment Portfolio	187,751,519	19,847,061	(32,003,635)	175,594,945
Total Financial Institution Balances	\$ 204,418,640	\$ 122,267,555	\$ (139,365,417)	\$ 187,320,779
Reconciling Items:	Beginning	Deposits	Withdrawals / Market Value	Ending
Current Reconciling Items	\$ (11,139,255)	\$ 8,720,903	\$ 1,059,618	\$ (1,358,734)
Total Reconciled Balances	\$ 193,279,385	\$ 130,988,458	\$ (138,305,799)	\$ 185,962,044
General Accounting Ledger	Beginning Ledger Balances	Debits	Credits	Ending Ledger Balances
Cash (Accounts 101 and 102)	\$ 120,608,475	\$ 21,474,833	\$ (29,151,920)	\$ 112,931,388
Designated/Restricted Cash (106 and 107)	55,807,227	3,457,316	(3,507,948)	55,756,596
MERF Cash (105)	15,737,499	502,693	(97,889)	16,142,303
Payroll Liability Cash (80)	1,126,184	5,401,926	(5,422,353)	1,105,757
Monthly Reconciling Items				\$ 26,000.00
Total General Ledger Balances	\$ 193,279,385	\$ 30,836,768	\$ (38,180,109)	\$ 185,962,044



City of Idaho Falls
Summary of Cash by Fund and Year
August 31, 2024

#	FUND	2021	2022	2023	2024
1	GENERAL	\$ 19,762,264	\$ 31,611,229	\$ 28,674,620	\$ 26,834,141
10	STREET	\$ 6,607,886	\$ 8,855,614	\$ 10,537,972	\$ 15,064,435
11	RECREATION	\$ 1,067,510	\$ 154,534	\$ 249,948	\$ 105,470
12	LIBRARY	\$ 4,576,388	\$ 4,261,833	\$ 4,305,017	\$ 3,810,812
13	AIRPORT PFC/CFC FUND	\$ 451,583	\$ 1,686,800	\$ 2,288,315	\$ 2,984,002
14	MUNICIPAL EQUIP. REPLCMT.	\$ 6,215,446	\$ -	\$ -	\$ -
15	EL. LT. WEATHERIZATION FD	\$ 3,564,923	\$ 3,753,865	\$ -	\$ -
16	BUSINESS IMPRV. DISTRICT	\$ 106,798	\$ 111,955	\$ 61,681	\$ 37,837
18	GOLF	\$ 20,779	\$ 157,536	\$ 206,031	\$ 99,342
19	RISK MANAGEMENT	\$ 3,464,916	\$ 3,252,717	\$ 4,174,093	\$ 5,551,136
20	SELF-INSURANCE FD.	\$ 4,658,630	\$ 4,525,890	\$ 4,631,217	\$ 5,330,291
21	AIRPORT CFC	\$ -		\$ 227,150	\$ 706,241
23	EMERGENCY MEDICAL SERVICES	\$ (947,366)	\$ 841,286	\$ 1,950,020	\$ 2,566,480
24	WILDLAND	\$ 390,209	\$ 586,474	\$ 789,755	\$ 874,190
32	POLICE IMPACT FEES	\$ -	\$ 10,090	\$ 240,806	\$ 889,292
33	FIRE IMPACT FEES	\$ -	\$ 8,093	\$ 130,642	\$ 639,561
34	PARKS IMPACT FEES	\$ -	\$ 28,752	\$ 253,248	\$ 1,494,936
35	STREETS IMPACT FEES	\$ -	\$ 61,558	\$ 978,002	\$ 4,005,325
41	MUNICIPAL CAPITAL IMP.	\$ 2,616,950	\$ 2,433,172	\$ 3,068,055	\$ 3,394,015
42	STREET CAPITAL IMPROVEMENT	\$ 1,203,309	\$ 759,855	\$ 746,226	\$ 2,996,371
43	BRIDGE & ARTERIAL STREET	\$ 933,591	\$ 928,861	\$ 1,061,801	\$ 1,389,036
45	SURFACE DRAINAGE	\$ 257,921	\$ 184,807	\$ 122,125	\$ -
46	TRAFFIC LIGHT CAPITAL IMPRV.	\$ 1,113,822	\$ 1,286,369	\$ 1,309,569	\$ 1,088,422
47	PARKS CAPITAL IMPROVEMENT	\$ (77,863)	\$ (31,868)	\$ (110,205)	\$ (192,053)
49	ZOO CAPITAL IMPROVEMENT	\$ 421,014	\$ 385,160	\$ 696,161	\$ 892,895
50	CIVIC AUDITORIUM CAPITAL IMP.	\$ 205,900	\$ 200,543	\$ 208,370	\$ 940,404
51	GOLF CAPITAL IMP.	\$ 392,619	\$ 137,969	\$ 428,951	\$ 490,615
52	POLICE CAPITAL IMPROVEMENT	\$ (906,128)	\$ (1,276,115)	\$ (931,261)	\$ (2,201,081)
60	AIRPORT	\$ 1,495,169	\$ 3,587,194	\$ (98,146)	\$ (5,890,409)
61	WATER	\$ 16,048,781	\$ 19,738,031	\$ 21,896,223	\$ 26,705,137
62	SANITATION	\$ 6,013,776	\$ 5,847,005	\$ 6,957,229	\$ 7,512,454
64	IDAHO FALLS POWER	\$ 39,031,470	\$ 38,465,863	\$ 53,224,672	\$ 52,065,195
67	FIBER	\$ (58,645)	\$ 255,187	\$ 590,964	\$ 66,393
68	WASTEWATER	\$ 28,273,029	\$ 30,946,563	\$ 27,336,590	\$ 25,711,162
TOTAL		\$ 146,904,680	\$ 163,756,817	\$ 176,205,844	\$ 185,962,044



City of Idaho Falls

Monthly Revenue and Expense Summary

August 31, 2024

Revenue

Fund Type	Taxes / Intergovernmental	Charges for Services	Permits / Fees	Interest	Other Financing Sources	Total	Budget	%
General Fund	\$ 54,878,963	\$ 2,758,437	\$ 2,104,643	\$ 1,018,732	\$ 2,830,889	\$ 63,591,664	\$ 72,440,631	87.78%
Special Revenue Funds	17,821,570	10,593,079	19,006	964,940	1,985,408	31,384,003	32,228,418	97.38%
Internal Service Funds	-	-	-	463,068	3,818,888	4,281,956	3,180,000	134.65%
Impact Fee Funds	-	-	-	212,886	5,214,001	5,426,887	3,225,353	168.26%
Capital Improvement Funds	5,504,201	569,280	-	473,054	6,686,921	13,233,456	15,554,624	85.08%
Enterprise Funds	5,540,663	112,643,433	-	5,421,005	3,661,748	127,266,848	152,957,171	83.20%
Total Revenue	\$ 83,745,397	\$ 126,564,229	\$ 2,123,648	\$ 8,553,684	\$ 24,197,855	\$ 245,184,814	\$ 279,586,197	87.70%

Expenditures

Fund Type	Personnel Cost	Operating Expense	Capital	Debt	Interfund	Total	Budget	%
General Fund	\$ 45,587,383	\$ 19,291,825	\$ 5,078,119	\$ 995,471	\$ (12,679,631)	\$ 58,273,167	\$ 79,285,623	73.50%
Special Revenue Funds	12,006,008	9,387,824	3,535,033	-	(111,671)	24,817,194	37,916,408	65.45%
Internal Service Funds	78,639	1,650,192	-	-	-	1,728,831	11,952,961	14.46%
Impact Fee Funds	-	-	165,043	-	-	165,043	3,225,353	5.12%
Capital Improvement Funds	-	607,658	8,475,650	-	(96,831)	8,986,477	19,367,911	46.40%
Enterprise Funds	21,414,049	55,787,652	35,446,106	2,090,011	(1,974,900)	112,762,918	187,735,288	60.06%
Total Expenditures	\$ 79,086,079	\$ 86,725,151	\$ 52,699,951	\$ 3,085,482	\$ (14,863,033)	\$ 206,733,630	\$ 339,483,544	60.90%



City of Idaho Falls Summary of Significant Adjustments August 31, 2024

The transparency of financial adjustments is crucial for maintaining trust and accountability, particularly in the governmental sector. Financial adjustments refer to changes made to financial statements or records to correct errors, account for new information, or comply with accounting standards. Transparency in financial adjustments involves providing clear and comprehensive information about the nature, reasons, and impact of the adjustments. The Finance Division is committed to providing a high level of transparency with the adjustments made to budget line items and purchase orders. Budget and purchasing type adjustments do not require Council approval unless they create an authorization to spend above \$75,000. Typically, budget adjustments are not considered authorizations to spend unless they add to the overall budget of the City or Department.

Significant Budget Adjustments

Reallocation of Budget

Budget Adjustment of \$177,545 was made in Power to transfer budget from O&M / Construction Work Orders to MERF Depreciation / Auto Equipment

A Budget Adjustment of \$255,000 was made in Power to transfer budget from Admin & Gen Engineering / Regular Salary and Wages, to Admin / Regular Salary and Wages

A Budget Adjustment of \$98,000 was made in Power to transfer budget from Admin & Gen Engineering / Employee Benefits to Admin / Employee Benefits

A Budget Adjustment of \$145,000 was made in Fiber to transfer budget from O&M / Construction Work Orders to Special Dept Supplies / Work Order O&M

A Budget Adjustment of \$105,410 was made in Fiber to transfer budget from O&M / Construction Work Orders to Misc / Payment In-Lieu of Taxes

Memorandum

File #: 24-371

City Council Meeting

FROM: Chris H Fredericksen, Public Works Director
DATE: Wednesday, October 16, 2024
DEPARTMENT: Public Works

Subject

Bid Award - Well 13 Upgrades

Council Action Desired

- ☐ Ordinance
 ☐ Resolution
 ☐ Public Hearing
 ☒ Other Action (Approval, Authorization, Ratification, etc.)

Approve the plans and specifications; award to the lowest responsive, responsible bidder, Rivers West Construction, Inc., in the amount of \$844,900.00; and give authorization for the Mayor and City Clerk to execute the necessary documents (or take other action deemed appropriate).

Description, Background Information & Purpose

On Tuesday, October 15, 2024, bids were received and opened for the Well 13 Upgrades project. The tabulation of bid results is attached. The purpose of the proposed bid award is to facilitate a contract with the lowest responsive bidder for the purpose of upgrading Well 13.

Alignment with City & Department Planning Objectives



This project supports the community-oriented result of reliable public infrastructure by investing in the upgrade of our water supply system.

Interdepartmental Coordination

Project reviews have been conducted with all necessary city departments to ensure coordination of project activities.

Fiscal Impact

Cost allocation for this project will come from Water Division funds. Sufficient funding and budget authority exist for completion of the proposed improvements.

Legal Review

The Legal Department reviewed the bid process and concurred that the desired Council action is compliant with the Idaho State Code.

2-38-17-1-WTR-2018-27
2024-048

I:\BOI_Projects\18\2241 - Idaho Falls Well 13 and 19\Well 13\CAD\Sheets\18-2241-ID-G.dwg G1.1 4/3/2024 11:42 AM JEFFRY. ORLANDO 24.1s (LMS Tech)



CITY OF IDAHO FALLS, IDAHO

WELL 13 PUMPHOUSE

PROJECT 2-38-17-1-WTR-2018-27

APRIL 2024

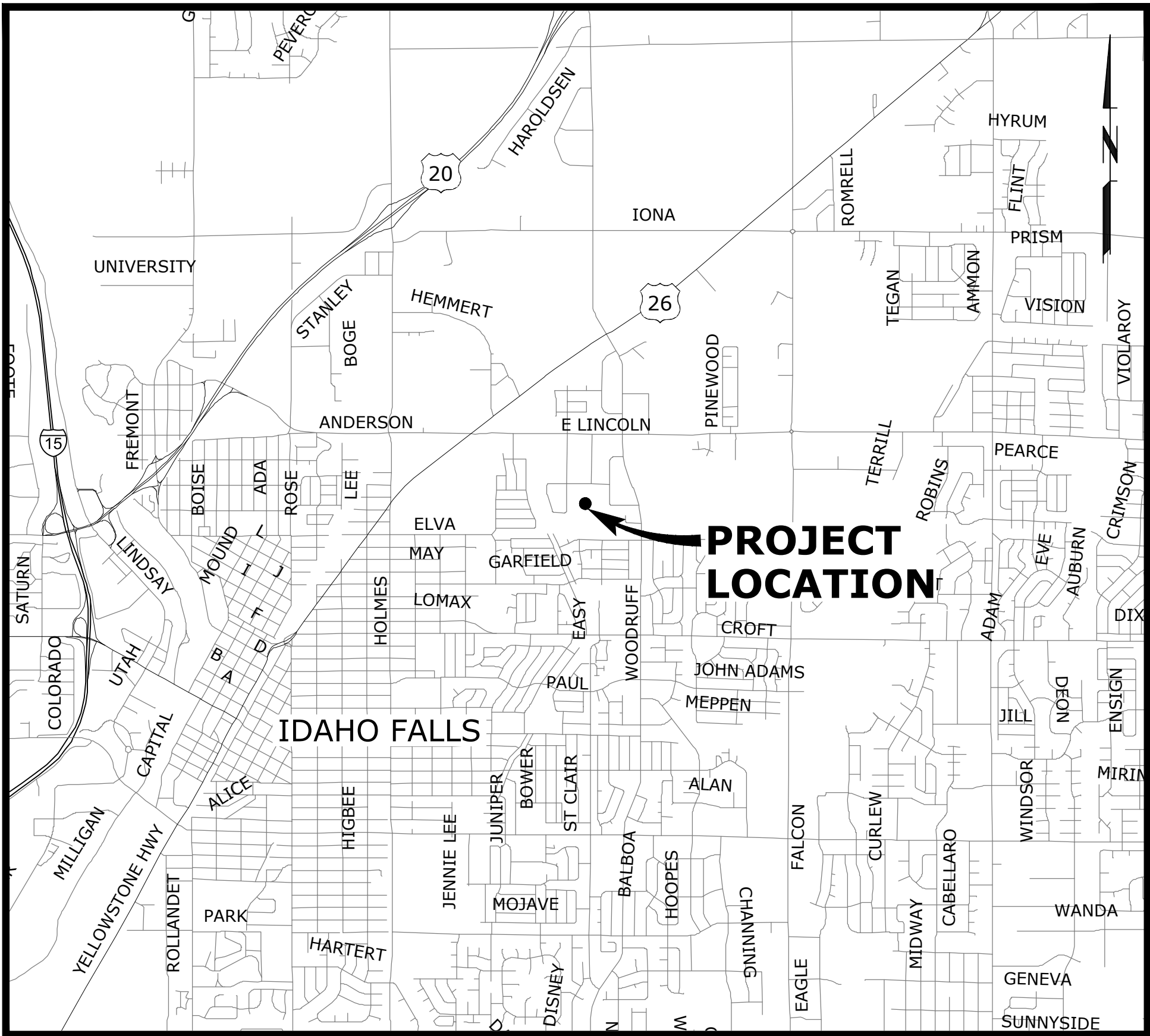
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19	E9	INSTRUMENT SCHEDULE
20	E10	EXISTING CONTROL PANEL
21	E11	CONTROL PANEL SCHEMATIC
22	E12	CONTROL PANEL DIGITAL INPUTS
23	E13	CONTROL PANEL DIGITAL INPUTS AND OUTPUTS
24	E14	CONTROL PANEL ANALOG INPUTS
25	E14A	CONTROL PANEL ANALOG INPUTS
26	E15	CONTROL PANEL ANALOG OUTPUTS

MAYOR
REBECCA L. NOAH CASPER
CITY COUNCIL

JOHN RADFORD
THOMAS HALLY
MICHELLE ZIEL-DINGMAN
LISA BURTENSHAW
JIM FRANCIS
JIM FREEMAN

CITY ENGINEERING DEPARTMENT
CITY PUBLIC WORKS DIRECTOR
CHRIS H FREDERICKSEN, P.E.
ASSISTANT PUBLIC WORKS DIRECTOR
CHRIS CANFIELD P.E.
CITY ENGINEER
KENT J FUGAL P.E., PTOE



VICINITY MAP
SCALE: 1"=3000'



City of Idaho Falls

Engineering Division

Engineer's Estimate

Project: Well 13 Upgrades

Submitted: Chris Canfield, P.E.

Number: 2-38-17-1-WTR-2018-27

Date: August 28, 2024

Reference Number	Description	Estimated Quantity	Unit	Engineer's Estimate		Rivers West Construction Inc		GSE Construction Company Inc		Engineered Structures Inc		RSCI	
				Unit Price	Total Amount	Unit Price	Total Amount	Unit Price	Total Amount	Unit Price	Total Amount	Unit Price	Total Amount
SPECIAL PROVISIONS													
S0425	Well 13 Upgrades	1	LS	\$524,000.00	\$524,000.00	\$844,900.00	\$844,900.00	\$1,083,400.00	\$1,083,400.00	\$1,208,100.00	\$1,208,100.00	\$1,475,300.00	\$1,475,300.00
TOTAL				\$524,000.00		\$844,900.00		\$1,083,400.00		\$1,208,100.00		\$1,475,300.00	

Memorandum

File #: 24-381

City Council Meeting

FROM: Bear Prairie, General Manager
DATE: Thursday, October 17, 2024
DEPARTMENT: Idaho Falls Power

Subject

Kleinschmidt Phase IV Relicensing Professional Service Contract - Study Plan Implementation and Reporting - FY2025

Council Action Desired

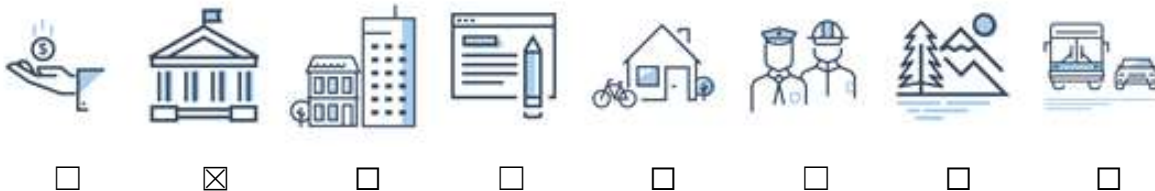
- ☐ Ordinance ☐ Resolution ☐ Public Hearing
☒ Other Action (Approval, Authorization, Ratification, etc.)

Approve the Phase IV Hydro Relicensing work for FY2025 with Kleinschmidt Associates for a total of \$884,857 and give authorization for the Mayor and City Clerk to execute the necessary documents, (or take other action deemed appropriate).

Description, Background Information & Purpose

City Council approved Kleinschmidt Associates' original contract on Oct. 28, 2021, following a search of qualifications (SOQ) in 2019 to provide professional services on a year-over-year basis as is allowed by State Statute §67-2320 for relicensing the City's hydroelectric projects with the Federal Electric Regulatory Commission (FERC). 2025 spending authority includes \$75,000 for unforeseen contingencies.

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

The City Legal Department and Idaho Falls Power coordinated on this effort.

Fiscal Impact

Funding for these services is in the 2024/25 CIP budget.

Legal Review

The City Attorney has reviewed this proposed expenditure for professional services and concurs that it is within State Statute §67-2320.



*We provide practical **solutions** for complex renewable energy, water, and environmental projects.*

October 15, 2024

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) – FY'25 Relicensing Phase 4: Study Plan Implementation and Reporting (1970004.05)

Dear Mr. Malloy:

Kleinschmidt Associates (Kleinschmidt) is pleased to submit this proposal to continue assisting in providing 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).

Kleinschmidt prepared this proposal at IFP's request to continue to assist in the fourth phase of pre-filing activities for concurrent relicensing processes using FERC's Integrated Licensing Process (ILP) (Phase 4). Our existing Purchase Order (112772) is expiring, and IFP has requested that Kleinschmidt provide an updated budget for Fiscal Year (FY) 2025. For the purposes of this scope, Phase 4 of pre-filing activities includes necessary work through the implementation of fieldwork and the filing of the Initial Study Report (ISR).

Following the proposed schedule outlined in the PAD, filed August 2, 2023, the Kleinschmidt Team participated in a scoping meeting and site visit in consultation with resource agencies and stakeholders on October 25 and 26, 2023. Following that meeting, agencies and stakeholders were given until November 30, 2023, to file comments on the PAD/Scoping Document 1. On January 10, 2024, FERC issued Scoping Document 2, ahead of the filing of the proposed study plan on January 14, 2024, developed by Kleinschmidt. Kleinschmidt supported IFP with a proposed study plan meeting on February 13, 2024, and website updates, before filing the revised study plan on May 13, 2024. On June 5, 2024, FERC issued a study plan determination approving the study plans. Kleinschmidt has outlined the task list below for implementing the studies described in the revised study plan through the filing of the ISR in June 2025.

PROPOSED SCOPE OF WORK

The Kleinschmidt Team will assist IFP in beginning Phase 4 of pre-filing activities for the relicensing of the Projects, from study implementation through the filing of the ISR. Tasks associated with these activities, will follow FERC's applicable ILP regulations at 18 Code of Federal Regulations (18 CFR) Part 5.

Task 1 – Project Management

Kleinschmidt proposes to continue reoccurring team meetings between IFP and the Kleinschmidt Project Team, including subject-matter experts as needed. These meetings are currently scoped to continue every three weeks until spring 2025 and increase to bi-weekly through fall 2025. Similarly, meetings may be canceled during slower periods of the Project. Kleinschmidt has also scoped time for the general administration of the contract (Project Controls), monthly invoicing and billing, and updates to the schedule and project plan in our project management software program.

Kleinschmidt will continue to maintain and use SharePoint to manage all document exchanges and future relicensing document production. Since Kleinschmidt will host SharePoint, a limited number of hours for IT support is provided, however, our IT department typically cannot resolve login/credential issues that span across outside parties' networks. The Kleinschmidt Team will continue to use the existing internal SharePoint site for document production, data management, stakeholder contact list, and document review workflows.

Included in this task is continued maintenance of the project consultation log as part of the Administrative Record. The consultation log includes all project-related communications with stakeholders, including agencies, NGOs and Tribes. It will be a living document tracking discussions with stakeholders surrounding study requests, study implementation, comments on reports and other project-related discussions. It will not include communications with FERC. The consultation log will be a living document and filed along with the DLA and again with the FLA. Note that for this Task, hours will be tracked against these subtasks and excess hours can be utilized for additional requests. As warranted, new tasks will be opened in our accounting software and modifications to forecast budget will be communicated.

Table 1. Task 1 Level of Effort, Assumptions, and Costs for FY`26

Task 1 Deliverable	FY`25 Deliverables (Included with Proposed PO)	Assumptions	Costs	Hours (see assumptions)
Project Controls	Invoicing, admin, budgeting, IT support, contact list, Consultation log, & SharePoint management	- Monthly invoices to IFP and review of monthly subconsultant invoices through September, 2025 (36 hours) - Contact list and consultation log management to be maintained and filed with the DLA in 2026 and FLA in 2027 (73 hours) - KA will continue to manage a project SharePoint site and Project website (40 hours)	\$31,471	149
Communication and Coordination	Meeting agendas, Follow up communications,	- Bi-weekly meetings with IFP through September 2025 with KA staff (2) (52 hours) - Internal team meetings (2 staff) will meet for 30 minutes weekly to plan project activities (52 hours) (2) one-hour virtual Teams meetings with SWCA (4 hours) - Field implementation coordination with study leads (143 hours) - Monthly Project Review with Project Director (6 hours)	\$54,086	257
Task 1 Total			\$85,557	

Task 2 – PAD Development – Closed and Complete

Task 3 – Study Plan Development – Closed and Complete

Task 4 - 2025 Study Plan Implementation

On June 5, 2025, FERC issued their Study Plan Determination, signaling the licensee to implement their study program, as proposed in the Revised Study Plan. Studies may include one or two years of data collection depending on the resource area. Studies requiring two years of data collection will begin late summer 2024. Field work associated with Water Quality and Botanical Resource Surveys will be charged to our current PO, but all other field work planned between billed between October 2024 and September 2025 (FY'25) is being estimated as part of this proposal (see project Schedule, Attachment A). It is assumed that these studies will be implemented as approved, and no study plan modifications will be proposed by IFP, stakeholders, or FERC. Table 2 below summarizes the deliverables and target dates for studies being implemented in FY'25.

Table 2. Task 4 Level of Effort, Assumptions, and Costs for FY'26

Task and Study	FY'25 Deliverables (Included with Proposed PO)	Date(s) or Duration	Assumptions	FY'25 Costs
(WQ-1) Water Quality	• Implementation of the approved WQ plan • 2 visits during 2025	May to September 2025	• Costs include travel and implementation for the monitoring seasons from March to September 2025 • Local staff (local college, etc.) will be available for downloading data and cleaning loggers between KA visits • Does not include technical study reports which will drafted in FY'26 • September field effort will be costed in 2026 budget proposal	\$101,055
(AQ-1) Fish Assemblage	Implementation of the approved AQ-1 plan 3 visits during 2025	April, July, and September 2025	• IFP will provide boat and driver • Costs include travel and implementation for the monitoring seasons from April to September 2025 • Does not include technical study reports which will drafted in FY'26	\$261,943

Task and Study	FY'25 Deliverables (Included with Proposed PO)	Date(s) or Duration	Assumptions	FY'25 Costs
			September field effort will be costed in 2026 budget proposal	
(AQ-2) Desktop Fish Entrainment	Implementation of the approved AQ-2 desktop study	October 2025	- Does not include technical study reports which will drafted in FY'26 - September field effort will be costed in 2026 budget proposal	FY'26 Budget Pending
(AQ-3) Aquatic Habitat and Sedimentation	- Implementation of the approved AQ-3 plan 2 visits during 2025	May and August 2025	- IFP will provide boat and driver - Costs include travel and implementation for the monitoring seasons from May to August 2025 - Does not include technical study reports which will drafted in FY'26	\$36,094
(TERR-1) Botanical Resources	Follow up (as needed) to Implement approved TERR-1 plan	May 2025	- IFP will provide boat and driver (if needed) - Year 1 field season complete and billed in FY'24 - Year-2 study season may be needed if suitable habitat and/or presence of species is found; Year-2 field effort (if needed) will be costed as a Change Order - Does not include technical study reports which will drafted in FY'26	FY'26 Budget Pending

Task and Study	FY'25 Deliverables (Included with Proposed PO)	Date(s) or Duration	Assumptions	FY'25 Costs
(TERR-2) Wildlife & RTE	- Implementation of the approved TERR-1 plan 4 visits during 2025	Literature review in April 2025 Avian Carcass surveys in March and October 2025 Field surveys in May and June 2025	- Costs include travel and implementation for the monitoring season from March to October 2025 - Does not include technical study reports which will be drafted in FY'26 - Costs associated with October 2025 fieldwork will be costed in FY'26 budget proposal	\$33,306
(REC-1) Recreation Resources	- Implementation Plan for third party implementation of Rec Use and Needs Study - On-site training for third party	Implementation Memorandum by January, 2025 – Training schedule to be determined in Plan.	- IFP will contract with (Third Party) local staffing firms or other resources to provide surveyors and data collectors. The Third Party will collect data per schedule provided by Kleinschmidt and follow prescribed procedures for Quality Assurance/Quality Control. Expectations will be detailed in an "Implementation memorandum" - Does not include technical study reports which will be costed and drafted in FY-26 - Costs associated with Use and Needs Assessment to occur from February to September 2026 will be costed in FY'26 budget proposal	\$40,987

Task and Study	FY'25 Deliverables (Included with Proposed PO)	Date(s) or Duration	Assumptions	FY'25 Costs
(LAND-1) Project Lands and Roads	Implementation of the approved LAND-1 plan	November 2024	- Costs include implementation of the desktop analysis from October to November 2024 - Does not include technical study reports which will be drafted in FY'26 - Costs associated with 2025 study reporting will be costed in FY'26 budget proposal	\$7,372
(CR-1) Cultural Resources	- Implementation of the approved CUL-1 plan 1 visit during 2025	Archival research to occur in November 2024 with field surveys in June 2025	- Costs include travel and implementation for the monitoring season in June 2025 - If Traditional Cultural Properties (TCPs) are identified, SWCA will prepare a written report and formal documentation to the National Register of Historic Places under a separate scope - Does not include technical study reports which will be drafted in FY'26 - Costs associated with Year-2 fieldwork (if needed) and study reporting will be costed in FY'26 budget proposal - If an interested Tribal entity requests compensation (tribal monitors or interviewees), IFP will establish a separate contract of alternative method of payment (see	\$104,697

Task and Study	FY'25 Deliverables (Included with Proposed PO)	Date(s) or Duration	Assumptions	FY'25 Costs
			attached proposal from SWCA)	
(TR-1) Tribal Resources	• Implementation of the approved TRI-1 plan • 1 visit during 2025	Archival research to occur in November 2024 with field surveys in June 2025	• Costs include travel and implementation for the monitoring season in June 2025 • Does not include technical study reports which will drafted in FY'26 • Costs associated with Year-2 fieldwork (if needed) and study reporting will be costed in FY'26 budget proposal • If an interested Tribal entity requests compensation (tribal monitors or interviewees), IFP will establish a separate contract of alternative method of payment (see attached proposal from SWCA)	\$67,072

Task and Study	FY'25 Deliverables (Included with Proposed PO)	Date(s) or Duration	Assumptions	FY'25 Costs
(EJ-1) Environmental Justice	Implementation of the approved EJ-1 plan	Initial outreach to occur in November 2024 with desktop analysis in December 2024 Continued outreach and meetings in April and May 2025	- Costs include the initial outreach in 2024 and monitoring season in spring 2025 - Does not include technical study reports which will be drafted in FY'26 - Costs associated with Year-2 fieldwork (if needed) and study reporting will be costed in FY'26 budget proposal	\$14,163
Task 5 Total				\$681,611

Task 5 – Initial Study Report and Meeting

The anniversary of the Study Plan Determination (June 12) will coincide with the required Initial Study Report (ISR). A ISR Meeting will follow on June 27 with a Meeting Summary to be filed with FERC by July 12 [18 CFR 5.15]. Tasks associated with the Initial ISR Technical Memo are listed in Table 3.

Table 3. Task 5 Level of Effort, Assumptions, and Costs for FY'26

Task 5 Deliverable	Completion Date	Assumptions	Costs
5.1 Tech Memos for Draft Initial Study Report (ISR)	March 1, 2025	ISR to include technical memos (progress reports), and a table identifying modifications and progress to date	\$12,352

Task 5 Deliverable	Completion Date	Assumptions	Costs
5.2 Tech Memos for Final Initial Study Report (ISR)	May 23, 2025	ISR to include technical memos (progress reports), and a table identifying modifications and progress to date	\$8,633
5.3 ISR Meeting	June 27, 2025	Meeting will be held virtually and will include coordination, a meeting agenda, and a PowerPoint presentation	\$17,384
5.4 ISR Meeting Summary	July 12, 2025	Following the meeting a summary will be prepared, distributed via email, and posted to the IFP relicensing website; no study disputes are anticipated or scoped.	\$4,671
Task 5 Total			\$43,039

Cost of Services

Kleinschmidt will perform the FY'25 proposed work on an Hourly Rate plus Expenses basis for the estimated cost of **\$809,857** (eight hundred nine-thousand, eight hundred fifty-seven 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 FY 2025. Services requested of Kleinschmidt not described in this proposal will be tracked as "out-of-scope" and discussed with IFP before proceeding.

Table 4. Cost of Services for Idaho Falls and Gem State Projects Pre-Filing Activities from FERC's Study Plan Determination Through the ISR Filings and Meeting.

Task	Total Cost (FY 2025)
Task 1 – Project Management	\$85,557
Task 2 – Study Implementation	\$681,261
Task 3 – Initial Study Report (ISR) Technical Memos	\$43,039
Total	\$809,857

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 (incorporated by reference), 2025 Rate Schedule (Attachment A), Method of Payment (Attachment B), and copy of SWCA's proposal (Attachment C). 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 Finlay Anderson at 971-345-0517. 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. 1970004.05 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



Finlay Anderson
Project Manager



Kelly Larimer
Project Director

FA:SS

Attachment A 2025 Rate Schedule
Attachment B Method of Payment
Attachment C SWCA Proposal

cc: Proposal Distribution

J:\1970\004\Proposal\2025 job\Idaho Falls Relicensing Proposal_2025 - Final.docx

Accepted By:

IDAHO FALLS POWER

Signature

Printed Name

Title

Date

ATTACHMENT A

2025 RATE SCHEDULE

KLEINSCHMIDT ASSOCIATES
2025 RATES (USD)

LABOR CATEGORY	HOURLY BILLING RATE
SENIOR MANAGERS/CONSULTANTS	
Principal Consultant F1	\$320.00
ENGINEERS	
Senior Engineering Advisor E7	\$295.00
Senior Engineering Consultant E6	\$267.00
Senior Engineer E5	\$220.00
Project Engineer E4	\$196.00
Engineer E3	\$184.00
Staff Engineer E2	\$163.00
Engineer Technician E1	\$124.00
LICENSING COORDINATORS/PLANNERS	
Senior Regulatory/Planner Advisor L/P7	\$295.00
Senior Licensing Coordinator/Planner L/P6	\$236.00
Project Licensing Coordinator/Planner L/P5	\$193.00
Licensing Coordinator/Planner L/P4	\$168.00
Staff Licensing Coordinator/Planner L/P3	\$144.00
Associate Licensing Coordinator/Planner L/P2	\$125.00
Licensing Coordinator/Planner Technician L/P1	\$102.00
Licensing Intern L/P0	\$77.00
SCIENTISTS	
Senior Science Advisor S7	\$285.00
Senior Scientist S6	\$224.00
Project Scientist S5	\$190.00
Scientist S4	\$162.00
Staff Scientist S3	\$143.00
Associate Scientist S2	\$114.00
Scientist Technician S1	\$98.00
Field Technician S0	\$74.00
PROJECT AND PROGRAM MANAGEMENT	
Project Director	\$310.00
Senior Project Manager	\$282.00
Project Manager	\$237.00
Senior Support Staff A7	\$237.00
Project Controller A6	\$196.00
Senior Project Coordinator or Administrator /Accountant A5	\$158.00
Project Administrator or /Accountant A4	\$137.00
Administrative Staff A3	\$118.00
Associate Administrative Staff A2	\$100.00
Office Assistant A1	\$90.00
DESIGNERS/DRAFTERS	
Lead Designer D5	\$180.00
Senior Designer D4	\$164.00
Designer D3	\$143.00
Senior Drafter D2	\$123.00
Drafter D1	\$107.00

Effective January 1, 2025

ATTACHMENT B

METHOD OF PAYMENT

KLEINSCHMIDT ASSOCIATES

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.

ATTACHMENT C

SWCA PROPOSAL



ENVIRONMENTAL CONSULTANTS

Sound Science. Creative Solutions.®

257 East 200 South, Suite 200
Salt Lake City, Utah 84111
Tel 801.322.4307 Fax 801.322.4308
www.swca.com

June 27, 2024

Kleinschmidt Associates

1500 NE Irving Street, Suite 550

Portland, Oregon 97232

Submitted via email: finlay.anderson@kleinschmidtgroup.com

Re: Idaho Falls and Gem State Hydroelectric Projects (FERC Project Nos. 2842 and 2952) Cultural and Botanical Resources Study Plan Implementation and Reporting

Dear Finlay:

SWCA Environmental Consultants (SWCA) appreciates the opportunity to continue providing Kleinschmidt Associates (Kleinschmidt) implementation support for the Idaho Falls and Gem State Hydroelectric Projects (collectively, the Projects) Tribal, Cultural, and Botanical Resources Study Plan Implementation. The Projects (Federal Energy Regulatory Commission [FERC] Project Nos. 2842 and 2952, respectively) are owned and operated by Idaho Falls Power (IFP) and are undergoing concurrent relicensing under the FERC Integrated Licensing Process. As such, IFP filed a combined Proposed Study Plan on January 12, 2024, of which SWCA supported the development and finalization of Cultural Resources (CR-1), Tribal Resources (TR-1), and Botanical Resources (TERR-1) study plans. On February 13, 2024, on behalf of IFP, Kleinschmidt hosted the Study Plan Meeting, which SWCA participated in by providing subject matter expertise related to CR-1, TR-1, and TERR-1. On [what date] IFP filed the Revised Study Plan for the Idaho Falls and Gem State projects.

Given SWCA's familiarity with the CR-1, TR-1, and TERR-1 studies, we have developed a scope of work to continue supporting Kleinschmidt and IFP with study plan implementation for the Projects. This scope of work includes the cost to complete Phase 1 (Project Management) and , Phase 4 (TERR-1, TR-1, and CR-1 Fieldwork & Reporting)SWCA proposes a time-and-materials budget for a not-to-exceed (without client approval) total of \$272,770.68. The attached cost estimate is valid for 30 days, after which time we reserve the right to provide a revised cost estimate.

If the attached scope of work is acceptable, SWCA is prepared to utilize the existing Continuing Services Subconsultant Agreement (executed April 8, 2022) between SWCA and Kleinschmidt and issue a Task Order for this work. After receipt of a signed contract, we will start work immediately. We value our partnership with Kleinschmidt and hope to continue supporting this important project.

Please contact me at (360) 713-4281 if you have any questions regarding this proposal.

Sincerely,

A handwritten signature in black ink, appearing to read "Emily Waters".

Emily Waters
Project Manager

A handwritten signature in black ink, appearing to read "Nuria Holmes".

Nuria Holmes
FERC Project Director

SCOPE OF WORK

Idaho Falls Power (IFP, Applicant) is seeking a renewed license with the Federal Energy Regulatory Commission (FERC) for the 24.6-megawatt (MW) Idaho Falls Project (FERC Project No. 2842) and the 22.6 MW Gem State Project (FERC Project No. 2952) (herein collectively referred to as the Projects). SWCA worked closely with Kleinschmidt and IFP to develop the Cultural Resources (CR-1), Tribal Resources (TR-1), and Botanical Resources (TERR-1) Study Plans (Proposed Study Plans) in advance of IFP's Proposed Study Plan (PSP) filing on January 12, 2024. Additionally, on February 13, 2024, SWCA participated in IFP's public Study Plan Meeting. Under our current scope of work for study plan development, SWCA was prepared to draft the Revised Cultural, Tribal, and Botanical Resources Study Plans (Revised Study Plans or RSP), to be filed with FERC no later than May 13, 2024. However, no comments were received on the proposed study plans; therefore, no revisions were required.

This scope of work has been developed based on SWCA's engagement with the Proposed Study Plans, and familiarity with the PAD, SD1 and SD2, and stakeholder comments filed with FERC and shared at the Study Plan Meeting. In accordance with the proposed pre-filing milestone schedule (Table 1), anticipated tasks to be covered under this scope of work include study plan implementation, such as desktop analysis, field mobilization for Year 1 of studies (2024 study season), and completion of CR-1, TR-1 and TERR-1 study reports to be included in the Initial Study Report (ISR). Implementation of Year 2 of studies for botanical resources (2025 study season) and study reporting for the Updated Study Report (USR) is not included in this scope. Cultural and tribal resources are not anticipated to need a second year of studies.

Table 1. Pre-Filing Milestone Schedule.

PRE-FILING MILESTONE	PROPOSED DATE	RESPONSIBLE PARTY
Issue Study Plan Determination (complete)	June 10, 2024	FERC
Begin First Study Season and Study Review (TERR-1, in progress)	June 10, 2025	IFP
Begin Study Review (TR-1 & CR-1 desktop only)	October 1, 2024	IFP
Begin Study Season Fieldwork (TR-1 & CR-1)	April 1, 2025	IFP
File Initial Study Report	June 10, 2025	IFP
Initial Study Report Meeting	June 25, 2025	Interested Parties
File Initial Study Report Meeting Summary	July 10, 2025	IFP
Begin Second Study Season and Study Review (TERR-1 & TR-1, if required)	June 10, 2026	IFP
File Updated Study Report (TERR-1 & TR-1 only, if required)	June 10, 2026	IFP
Updated Study Report Meeting	June 25, 2026	Interested Parties
File Updated Study Report Meeting Summary (TERR-1 and TR-1 only, if required)	July 10, 2026	IFP
File Draft License Application	September 4, 2026	IFP
File comments on Draft License Application	December 3, 2026	Interested Parties
File Final License Application	February 1, 2027	IFP
Issue Tending Notice and Decision on Additional Information Requests	February 15, 2027	FERC
Issue Notice of Acceptance and Ready for Environmental Assessment	February 15, 2027	FERC
Comments/Interventions and Preliminary Terms and Conditions	April 16, 2027	Interested Parties
Issue Non-Draft Environmental Assessment	June 15, 2027	FERC
Issue Modified Terms and Conditions	June 15, 2027	FERC
Issue Final License Order	September 13, 2027	FERC

PHASE 1 PROJECT MANAGEMENT

SWCA will retain Project Manager Emily Waters, with support from SWCA's in-house FERC Project Director, Nuria Holmes, to provide general project oversight, direct the study team, track the project budget and milestones, and coordinate with Kleinschmidt in support of IFP.

Emily and her project team understand the context of the Projects, the needs of IFP and Kleinschmidt, and how important high-quality, scientifically accurate data collection and reporting are to the success of a relicensing effort. Emily and the team will work closely with IFP and Kleinschmidt to ensure project milestones are met while maintaining rigorous quality standards for all deliverables.

TASK 1 PROJECT SCHEDULE AND MEETINGS

We understand the timelines imposed by the ILP as well as what internal milestones are needed to ensure materials are filed with FERC by the required deadlines. As such, upon notice to proceed, Emily will draft an internal milestone schedule outlining applicable due dates, review periods, and team responsibilities and provide to the Kleinschmidt PM team for approval. Following approval from Kleinschmidt, Emily will circulate the milestone schedule to the SWCA study teams. Additionally, Emily will coordinate the scheduling of any meetings between SWCA and Kleinschmidt specialists to introduce and share project information.

Deliverables:

- Internal milestone schedule within 1 week of receipt of fully executed contract..
- Facilitation of 2 virtual meetings with IFP or Kleinschmidt specialists (if appropriate).

Assumptions:

- For budget purposes, we have assumed up to 2 1-hour meetings between SWCA and Kleinschmidt and IFP.
- Each meeting includes up to 30 minutes of pre-meeting preparation and post-meeting finalization and follow-up.
- We have assumed all meetings will take place virtually using Microsoft Teams or another online platform.

TASK 2 PROJECT ADMINISTRATION

As part of project management and administration, SWCA will track key information such as internal contact lists, tasks with staff assignments, and the project budget. Emily will serve not only as the day-to-day point of contact for tracking tasks, client communication, and project questions, but she will also provide quality assurance/quality control (QA/QC) and invoicing.

Deliverables:

- SWCA will provide a monthly invoice.
- SWCA will track the project budget and schedule provided by Kleinschmidt.

Assumptions:

- Kleinschmidt will provide a link to the current project schedule within 1 week (5 business days) of notice to proceed.

- Project duration is 12 months (June 30, 2024, through June 30, 2025).
- Project will be contracted and SWCA will be provided an executed contract by June 30, 2024, to meet the schedule deadlines within the project fee.

PHASE 4 STUDY PLAN IMPLEMENTATION

As noted above, SWCA prepared their portions of the PSP and RSP such that they conform to FERC's regulations under the ILP at 18 Code of Federal Regulations 5.9 and 5.11; *Understanding the Study Criteria Integrated Licensing Process* (April 2005); and *Guide to Understanding and Applying the Integrated Licensing Process Study Criteria* (March 2012). Study plans prepared in accordance with FERC's regulations provide study teams with a comprehensive approach to conducting scientifically sound studies that are informed by stakeholder feedback and address known information gaps. The PSP was filed on January 12, 2024, no RSP was filed as no revisions were requested by FERC or stakeholders.

Each of the studies identified below (CR-1, TR-1, and TERR-1) include tasks for desktop analysis, on-the-ground field work and ground-truthing, and analysis and reporting. Desktop analysis, fieldwork, and reporting are included in Phase 42 of this scope. TERR-1 is nested under Phase 4, Task 5. TR-1 and CR-1 are nested under Phase 4 in Tasks 9 and 10.

Following FERC approval, the SWCA team is prepared to implement the studies provided in the RSP. Based on the results of the field studies described in this task, SWCA will also develop study reports for inclusion in the Initial Study Report (ISR). If necessary, a separate scope of work to develop an Updated Study Report (USR) will be provided. The scope for phase 3.2 assumes minimal to no substantive changes to the proposed methodology described in the Proposed Study Plans filed with FERC on January 12, 2024. Should substantive changes be requested by stakeholders or FERC, SWCA will prepare a revised scope of work for study plan implementation.

IMPLEMENTATION & FIELDWORK

Task 5 Botanical Study Plan (TERR-1)

SWCA will conduct botanical fieldwork as outlined in the approved Botanical Resources Study Plan (TERR-1, or Botanical Study Plan) filed with FERC as part of the PSP on January 12, 2024. TERR-1 described the proposed data collection methodology and analysis as guided by known data gaps identified in the PAD, issued on August 2, 2023; FERC's SD1, issued on October 2, 2023; and comments received from stakeholders on the PSP through April 13, 2024.

Goals and Objective

The objective of TERR-1 is to gather sufficient data necessary to fill gaps in existing information. The goals of TERR-1 consist of:

- Identifying the presence of suitable habitat for special status, Endangered Species Act (ESA)-listed, and invasive plant species in the Idaho Falls and Gem State project boundaries;
- Assessing the extent of cottonwood and willow wetland habitat within the projects' boundaries; and

- If suitable habitat for special status, ESA-listed, and invasive plant species is found within the study area,¹ the extent of species distribution and associated habitat will be evaluated during follow-up field surveys.

Methodology

To meet the goals and objective of TERR-1, methods will consist of a desktop analysis, initial habitat assessment and Ute ladies'-tresses (*Spiranthes diluvialis*) presence/absence surveys if suitable habitat for this species is determined to be present, follow-up field surveys if needed, and agency coordination. Each method is described in further detail below. All data will undergo QA/QC in accordance with SWCA's quality standards. Reporting is described in Phase 4 below.

Desktop Analysis

A desktop analysis will be completed in Year 1 of studies (2024 study season) to identify potential habitat for ESA-listed and special status plant species present in the TERR-1 study area, including Ute ladies'-tresses, invasive weed species (terrestrial and aquatic weed species designated as noxious by the state of Idaho), tamarisk, and wetlands which support cottonwood and willow habitat that may provide suitable nesting habitat for the yellow-billed cuckoo (*Coccyzus americanus*). This includes conducting a desktop review of target species and gathering existing data such as: habitat and associated plant communities; wetlands and waterbodies; known species distribution; flowering and/or fruiting periods; and representative photographs. Online reviews will be conducted of the Idaho Fish and Wildlife Information System (IFWIS) Plant Conservation Database, pertinent Rare Plant Observation Reports, previously conducted botanical survey data if available, and state noxious weed data. Prior to conducting the initial habitat assessment, field maps will be prepared with suitable imagery for field navigation and data collection.

Initial Habitat Assessment

Using the results of the desktop analysis, field crews will conduct an initial habitat assessment of the study area to field-verify the presence or absence of suitable habitat for ESA-listed and special status plant species, wetlands that support cottonwood and willow habitat, and map incidental observations of invasive weed species. The study area is defined as the land and the project features within the Idaho Falls Project and Gem State Project Boundaries plus a 100-foot buffer from all project features, excluding privately owned land and approximately 1.9 miles of free-flowing river between the two project boundaries.

The initial habitat assessment field surveys will correspond with Ute ladies'-tresses flowering period, which typically occurs in August. The habitat assessment will be conducted by qualified field biologists familiar with Ute ladies'-tresses, yellow-billed cuckoo nesting habitat, and Idaho designated noxious weed species. Pedestrian surveys will be conducted within the study area in accordance with BLM Idaho Falls District guidance and methodologies outlined in the Botanical Study Plan. Surveys for ESA-listed and special status plant species will be conducted according to the 2011 U.S. Fish and Wildlife Service (USFWS) *Guidelines for Conducting and Reporting Botanical Inventories and Monitoring of Federally Listed, Proposed and Candidate Plants* and the 2017 Idaho BLM *Special Status Plant Project Survey and Clearance Protocol*. If ESA-listed or special status plant species, or their suitable habitats are found, the following data will be collected in ArcGIS Field Maps and included with the Associated Data Files Package:

- Project name
- Survey date
- Location (GPS)

¹ The TERR-1 study area consists of the land and features within the Idaho Falls and Gem State project boundaries and excludes the 1.9 miles of free-flowing river between the boundaries. Privately owned land is not included in the study area. The study area will include a 100-foot buffer from all project features where disturbance could occur (excluding private land).

- Description of common or dominant plant communities
- Photographs of any ESA-listed or special status plant or suitable habitat
- General description of soil types (i.e., parent material and soil texture)

Should suitable habitat for Ute ladies'-tresses or other special status plant species be identified during the desktop analysis and initial habitat assessment surveys, presence/absence surveys will also be conducted in Year 1 of studies (2024 study season). Prior to conducting the presence/absence surveys, nearby reference populations for Ute ladies'-tresses or special status plant species will be visited if feasible. Reference population visits ensure each member of the field team has a consistent reference image of the target species and a direct understanding of their habitat characteristics.

In addition, any incidental observations of invasive weed infestations or wildlife species will be collected in ArcGIS Field Maps as polygons and points, respectively, and included with the Associated Data Files Package. Any areas that cannot be accessed safely by field crews (i.e., due to impenetrable vegetation or steep slopes) will be noted in ArcGIS Field Maps as points, polygons, or lines, and provided with the Associated Data Files Package.

Follow-up Field Survey (if needed)

As noted in Task 2.1 above, a second year of studies may be required to adequately account for the presence of Ute ladies'-tresses in the Study Area. Consistent with the initial habitat assessment, a follow-up survey would occur during the blooming period for Ute ladies'-tresses, typically in August. Additionally, prior to conducting surveys, staff would again research and visit nearby reference sites, if available. However, the study area for a follow-up survey would occur only at locations where Ute ladies'-tresses and/or suitable habitat was previously verified during the habitat assessment. Consistent with data collected during the habitat assessment, field crews would notate the number and location of individual Ute ladies'-tresses. Following field mobilization, SWCA would revise the ISR to incorporate the additional survey information and submit a USR to Kleinschmidt for filing with FERC and/or incorporation into the Draft License Application

A separate scope of work and cost estimate will be provided for the planning and implementation of follow-up studies, if needed.

Agency Coordination

At this point in time agency coordination is not expected as SWCA has acquired all pertinent agency survey protocols from the USFWS and BLM. However, of the 197.7 acres of Idaho Falls and Gem State project land, 5.8 acres are located on lands administered by BLM. Thus, if the desktop analysis determines that there may be suitable habitat for ESA-listed and special status plant species, or invasive plants within lands administered by BLM, SWCA will work with Kleinschmidt and IFP to conduct outreach and secure necessary permits and approvals prior to surveys.

Schedule

The TERR-1 desktop analysis and initial habitat assessment will occur in Year 1 of studies, whereas a follow-up survey (if necessary) and reporting would occur in Year 2 of studies. Relevant study plan milestones are outlined in Table 2, below.

Table 2. Botanical Study Plan Milestones.

STUDY PLAN MILESTONES	DATE
Desktop Analysis	Spring 2024
Year 1 Initial Habitat Assessment	Summer 2024 (July – September)
Initial Study Report (ISR)	June 2025
Year 2 Follow-up Field Survey (if needed)	Summer 2025

Updated Study Report (USR) (if needed)	June 2026
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Deliverables:

- Associated Data Files Package, including:
 - Any appropriate agency field forms (as necessary)
 - Project field forms and associated photographs (completed at each instance of ESA-listed plant, special status plant, or associated habitat finding)
 - Any incidental observations of noxious weeds or wildlife
 - Field maps
 - GIS Shapefiles, including ESA-listed and special status plant points and polygons, associated habitat polygons, noxious weed infestation polygons, wildlife points, and study area inaccessible access areas point, polygon, and lines.

Assumptions:

- All data Quality Assurance/Quality Control (QA/QC) will be conducted by SWCA.
- All necessary agency permits and approvals will be acquired as necessary prior to conducting field surveys. Costs associated with acquiring required permits will be expensed at the real cost with no additional mark-up.
- SWCA will utilize 2 field staff, per survey (i.e., habitat assessment and follow-up field survey, as needed) for safety purposes.
- Reference sites will be checked during the same habitat assessment field mobilization, and follow-up field survey (if needed). That is, reference sites will be visited at most two days in advance of conducting field surveys, during the same mobilization effort.
- Staff will be sourced from Salt Lake City, Utah, and provided round trip travel (up to 7 hours per person, per survey) to Idaho Falls, Idaho, to conduct surveys.
- Staff will mobilize to the field site area the day prior to conducting surveys, and once surveys are completed, will de-mobilize to Salt Lake City, Utah, the day after completing surveys (for a total of 2 travel days, per person, per survey).
- Prior to field mobilization, field staff will allocate up to 2 hours per person, per survey coordinating field and safety logistics with the Project manager, subject matter expert, and Field Coordinator.
- Field days will be no more than 10 hours in duration per day, including travel to and from the site.
- All field equipment (e.g., iPad for data collection, Arrow submeter GPS receiver) will be sourced in-house; any field equipment that cannot be sourced in-house will be rented. SWCA will provide Kleinschmidt with cost estimates and receive approval prior to renting needed equipment.
- Assumes that all data will be gathered via an SWCA ArcGIS Field Maps account.
- While conducting field surveys crews may make variances to the Botanical Study Plan to accommodate unforeseen issues and/or field conditions related to safety or access (e.g., locations containing dense vegetation or unsafe slopes). Any variances will be noted in the study report to be included in the ISR.

- If suitable habitat and/or presence of species is found, a follow-up field survey (Year 2 of studies) will be completed under a separate scope.

Task 9 & 10 Cultural and Tribal Resources Study Plan (CR-1 & TR-1)

On February 10, 2024, IFP was designated as FERC's non-federal representative pursuant to Section 106 of the National Historic Preservation Act of 1966 (NHPA), as amended for the purposes of informal consultation and implementation of the cultural and tribal studies. While SWCA recognizes the distinctions between architectural history, archaeology, and anthropology, these resources are often interconnected. As such, SWCA proposes to conduct fieldwork for the approved Cultural Resources Study Plan (CR-1) and approved Tribal Resources Study Plan (TR-1) under a single Cultural and Tribal Resources task. Consistent with CR-1 and TR-1 PSPs and forthcoming RSPs, separate deliverables and reports will be generated, as indicated below. Implementation and fieldwork associated with cultural resources will include data collection and analysis as guided by Section 5.0 of the approved CR-1 PSP and Section 5.0 of the approved TR-1 PSP. The Cultural and Tribal Resources Study implementation will contain a desktop analysis component, as well as on-the-ground fieldwork, followed by development of technical reports. Each of these components as they relate to architectural, archeological, and tribal resources are described below.

Goals and Objective

- The goal of the Cultural and Tribal Resources Study is to assess potential impacts to historic properties associated with operations and maintenance activities at both Projects. Additionally, the study aims to ensure that future Project facilities and operations are consistent with the cultural resources management goals of land-holding agencies, interested historic parties, and tribal cultural entities. The objectives are to:
 - Identify and document archaeological and historic-era properties within the Area of Potential Effects (APE).
 - Evaluate NRHP eligibility for properties identified within the Project APE.
 - Determine potential Project effects on NRHP-eligible or listed archaeological and historic-era properties within the APE. Data collected and evaluated under this study will allow for the development of a Historic Properties Management Plan (HPMP) as described below.

Methodology

To meet the goals and objective of the Cultural and Tribal Resources Study, methods include desktop analysis, field surveys, and interim reporting. Each method is described in further detail below. Reporting for the ISR is described in Phase 3.

Architectural Resources (Built Environment) (CR-1)

Architectural and linear resources inside and within a one-mile radius of the Project Boundary may include powerplants, bridges, structures, transmission lines, ferries, stock ponds, canals, roads, parks, and gardens.

Desktop Analysis (Archival Research)

A cultural resources records search was conducted in May 2022 as part of the development of the PAD (IFP 2023). This search included information from previously conducted archaeological surveys and assessed areas of interest prior to establishing a need for fieldwork. SWCA will supplement the original records review with additional archival research to establish prehistoric and historic contexts by which archaeological and historic-era properties within the Project Boundary may be evaluated. Available historical and current aerial imagery, historic topographic maps, and general land office (GLO) plat maps will be reviewed to identify any potential features or roads that intersect with the Project Boundary. Potential places to be contacted or visited include:

- Idaho State Historical Society

- Bonneville County Heritage Association
- Idaho Falls Historic Preservation
- Idaho State Archives and Libraries
- Digital Library of Idaho

Field Survey (Architectural Survey)

An architectural survey will be conducted for all historic age, built environment resources within each Project Boundary associated with the Idaho Falls Upper Plant and Lower Plant developments, and the Gem State Project development. Per Idaho SHPO standards, built environment resources 45-years-of-age or older (constructed in or prior to 1979) will be considered of historic-age; only those resources fully within or on parcels that intersect with the Project Boundaries will be surveyed and evaluated. An architectural historian who meets the Secretary of the Interior's (SOI) Professional Qualifications Standards for architectural history will supervise all fieldwork and reporting. Field crews will use tablets equipped with Esri's Field Maps application and connected to a Juniper Geode global navigation satellite system receiver. Identified resources will be pre-loaded into the Field Maps application along with the FERC Project Boundaries, locations of previously documented sites received from record search data, and digitized locations of potential historic features identified during pre-field research. Newly and previously identified historic age built environment resources will be recorded using Survey 123 and entered into Idaho Cultural Resource Inventory System (ICRIS).

Archaeological Resources (CR-1)

Archaeological Resources include sites, features and/or artifacts that are over 50 years old that are not considered exempt resources per Idaho SHPO guidelines.

Desktop Analysis

As noted above, a cultural resources records search was conducted in May 2022 as part of the development of the PAD (IFP 2023). This search included information from previously conducted archaeological surveys and sites that will be updated and reviewed to assess areas of interest prior to conducting fieldwork. As necessary, additional archival research will be conducted to establish prehistoric and historic contexts by which archaeological and historic-era properties within the Projects' APE may be evaluated. Available historical and current aerial imagery, historic topographic maps, and general land office (GLO) plat maps will be reviewed to identify any potential features or roads that intersect with the Project Boundaries.

Field Survey

An intensive-level archaeological survey that meets Idaho SHPO standards for a Class III Cultural Resource Inventory will be conducted within each Project Boundary associated with the Idaho Falls Upper Plant and Lower Plant developments, and the Gem State Project development. Survey methods will follow approved standards set by the Idaho SHPO (ISHS 2024). Surveys conducted on land managed by the United States Department of Interior Bureau of Land Management (BLM), or the Fish and Wildlife Service will adhere to stipulations under the Idaho BLM Cultural Resource Use Permit or Permit for Archaeological Investigations, respectively. The survey will be conducted by a qualified archaeologist who meets the SOI standards and supervised by the Project Principal Investigator. As required, an archaeological survey permit will be obtained prior to fieldwork. Survey transects will be spaced 30 meters (100 feet) apart, and the ground will be visually inspected on both sides of the surveyor to an approximate distance of 7.5 meters (24.5 feet) on each side. If an intensive Class III survey is not possible due to safety concerns or access issues (such as waterlogged areas), a reconnaissance-level survey will be performed, consisting of transects spaced 50 meters (165 feet) apart. Instances of reconnaissance-level survey will be mapped and documented with photographs. Where possible, study leads will visually inspect such areas for potential archaeological features.

Field crews will use tablets equipped with Esri's Field Maps application and connected to a Juniper Geode global navigation satellite system receiver. Identified resources will be pre-loaded into the Field Maps application along with

the FERC Project Boundaries, locations of previously documented sites received from record search data, and digitized locations of potential historic features identified during pre-field research. Newly and previously identified prehistoric and historic-era resources will be recorded according to the most current Idaho SHPO standards. Sites are defined as having 10 or more artifacts present within a 10-meter-diameter area or if a feature is present, regardless of the number of associated artifacts, if any. Sites will be evaluated for eligibility to the NRHP following standards for such evaluation detailed by National Register Bulletin 15 (NPS 1997). In addition, prehistoric and historic-era isolated resources will be documented as isolated finds (IF). An IF is an archaeological category of artifacts that lack data potential and/or context to produce further data. The definition of an isolate can vary by region, context, and professional judgement; if another definition is not already in use, the Idaho SHPO defines an isolate as fewer than 10 artifacts in a 10m x 10m area. Site and IF information will be recorded using Survey 123 and entered into ICRIS online interface.

Interim Survey Reports for SHPO

Following completion of the desktop analysis and fieldwork components described above, SWCA will complete interim cultural resource survey reports (Interim Survey Reports) for archaeological resources and for built environment resources, based on data and analysis compiled in the Cultural Field Study and in accordance with the most current Idaho SHPO standards. The Interim Survey Reports are separate from, but will inform, the ISR described in Task 3.2, below.

The Interim Survey Reports are typically submitted with the completion of site forms for resources recorded during archaeological and architectural survey and are a part of the Section 106 consultation process outlined by the NHPA, as amended by Public Law 113-287 (54 United States Code [USC] 3001001 et seq.) and its governing regulation *Protection of Historic Properties* (36 CFR §800). The Interim Survey Reports will be completed under the supervision of a SWCA archaeologist and architectural historian meeting the SOI Professional Qualifications Standards for archaeology or architectural history as appropriate. Following the Idaho SHPO's 30-day review window, SWCA will submit copies of the Interim Survey Reports to Kleinschmidt for filing with FERC for an additional 30-day review period. SWCA will revise the Interim Survey Reports based on Idaho SHPO and FERC comments and resubmit final Interim Survey Reports to both SHPO and FERC.

NRHP Evaluations

Per Idaho SHPO guidance and in accordance with 36 CFR Part 800, all cultural resources over 50 years old must be evaluated for NRHP eligibility under four criteria and with consideration of seven elements of integrity as old are evaluated for inclusion on the NRHP.

A site may be recommended eligible for the NRHP if it meets any one of the following criteria:

- **Criterion A:** The site is associated with events that have made a significant contribution to the broad patterns of our history.
- **Criterion B:** The site is associated with the lives of persons significant in our past.
- **Criterion C:** The site embodies the distinctive characteristics of a type, period, or method of construction; represents the work of a master; possesses high artistic values; or represents a significant and distinguishable entity whose components may lack individual distinction.
- **Criterion D:** The site has yielded, or may be likely to yield, information important in prehistory or history.

In addition to being significant, a property must also retain integrity to be eligible for the NRHP. As defined in National Register Bulletin No. 15, integrity "is the ability of a property to convey its significance" (National Park Service 1997:44). Integrity is determined through seven aspects: location, design, setting, materials, workmanship, feeling, and association. Although a property needs only be significant under one criterion, in general, it typically must retain integrity in most of these aspects to satisfy NRHP eligibility criteria. For archaeological site eligibility under Criterion D, the most important aspects of integrity are location, materials, and association. A property either retains integrity or it does not; integrity is binary rather than on a scale (National Park Service 1997:44). For temporary campsites, several aspects of

integrity may be particularly relevant depending on the artifact assemblage, the feature assemblage, the location of the site, and the eligibility recommendation of the particular site. A short discussion of each aspect of integrity is provided below:

- *Location* “is the place where the historic property was constructed or the place where the historic event occurred” (National Park Service 1997:44). This means that resources should not have been moved from their locations during their periods of significance.
- *Design* “is the combination of elements that create the form, plan, space, structure, and style of a property” (National Park Service 1997:44). The design of a property is a result of all the decisions that go into its creation, including both how formal features are constructed, and the overall planned layout of a given property.
- *Setting* “is the physical environment of a historic property” (National Park Service 1997:45). If a site has integrity of setting, the area around it remains largely the same as it was during the property’s period of significance.
- *Materials* “are the physical elements that were combined or deposited during a particular period of time and in a particular pattern or configuration to form a historic property” (National Park Service 1997:45). Properties need to retain the original materials that defined them; in the case of a temporary campsite, the artifacts and features of the site must be present.
- *Workmanship* “is the physical evidence of the crafts of a particular culture or people during any given period in the history or prehistory” (National Park Service 1997:45).
- *Feeling* “is a property’s expression of the aesthetic or historic sense of a particular period of time” (National Park Service 1997:45). Extensive modification to a property or its surroundings, or both from post-depositional processes and modern development is likely to have a detrimental effect on its integrity of feeling.
- *Association* “is the direct link between an important historic event or person and a historic property” (National Park Service 1997:45).

Traditional Cultural Properties are another category of historic properties, also over 50 years in age. They are identified by a living community for which they are significant, are critical to the maintenance of cultural practices or beliefs, have defined/defensible boundaries, and meet the criteria for significance and integrity explained above, to be eligible for listing in the NRHP. Many tribes have concerns about sharing confidential information that demonstrates the significance of the potential TCP and should be respected when describing a TCP for listing in the NRHP.

If tribes identify TCPs, SWCA would prepare a written report (including a draft and final version) and provide supporting documentation for a formal submission to the NRHP. This work would be conducted under a separate scope, which captures the number of requested TCPs and associated tasks.

Tribal Resources (TR-1)

Pursuant to regulations under Section 106 of the NHPA, as amended, FERC is obligated to seek out any federally recognized Tribes that can demonstrate a traditional cultural or religious connection to land under its jurisdiction and involve them in the relicensing process. While the Project Boundary does not encompass the lands of any federally recognized Tribes, FERC identified and conducted government-to-government outreach beginning August 17, 2023, with the following Tribes that potentially hold interest in the Project’s relicensing, or have traditional or cultural connection to the lands in and around the Project:

- Burns Paiute Tribe of Oregon
- Confederated Tribes of the Warm Springs Reservation of Oregon
- Coeur d’Alene Tribe of Idaho

- Eastern Shoshone Tribes of the Wind River Reservation of Wyoming
- Fort Belknap Indian Community of the Fort Belknap Reservation of Montana
- Kootenai Tribe of Idaho
- Nez Perce Tribe of Idaho
- Northwestern Band of the Shoshone Nation of Idaho and Utah
- Shoshone-Bannock Tribes of the Fort Hall Reservation of Idaho
- Shoshone-Paiute Tribes of the Duck Valley Reservation

On October 19, 2023, FERC issued a summary of tribal communications memorandum to the Project's docket and identified that two Tribes have requested to meet with FERC regarding the Project's relicensing: the Shoshone-Paiute Tribes of the Duck Valley Reservation and the Shoshone-Bannock Tribes of the Fort Hall Reservation.

As noted in the approved Tribal Study Plan, SWCA's Tribal team, including ethnographers, will seek to:

- Identify Tribal historic and archaeological resources, Indian Trust Assets (ITAs), Traditional Cultural Properties (TCPs), Tribal economic ventures, Tribal Treaty rights, and other resources of traditional, cultural, or religious importance to the Native American community within the Project Boundary
- Identify tribal resources within or immediately adjacent (or within 200 feet) to the APE through desktop research and oral interviews.
- Evaluate identified Tribal resources for eligibility and inclusion in the NRHP through development of a Tribal Resources NRHP Eligibility Evaluation Work Plan
- Conduct oral interviews, including, as appropriate, ethnographic and ethnohistoric interviews with knowledgeable informants. Interviews may include a discussion of the ability to exercise traditional practices and to access such areas for right to harvest and other treaty rights.

Desktop Analysis (Archival Research)

Desktop analysis will include the review of the existing information compiled in the PAD, and the updated resources records search done as part of the CR-1 study. SWCA will also conduct research as needed at local repositories and federal and state agencies as applicable. No known ethnographic study has been conducted for either of the Project areas. Ethnographic studies previously conducted in the Project vicinity may not have included all interested Tribes.

Fieldwork (Oral Interviews, Site Visits)

SWCA's ethnographer will conduct outreach and oral interviews with interested Tribal governments, their representatives, and knowledgeable tribal members identified by each tribe. SWCA will coordinate with Kleinschmidt and Idaho Falls Power to facilitate site visits. While online communication methods are available, SWCA has found that in-person meetings with Tribal representatives foster better engagement and collaboration between Tribes, consultants, and applicants. Therefore, oral interviews will be conducted in person and may require separate visits for individual Tribes. The Tribal Study Plan approach will be followed, along with incorporating stakeholder comments from IFP's public Study Plan Meeting

Schedule:

Table 3 Cultural and Tribal Study Plan Milestones

STUDY PLAN MILESTONES	DATE
ARCHITECTURAL RESOURCES	
Desktop Analysis	Fall 2024
Field Survey	Late Winter/Early Spring 2025
Interim Reports for SHPO	Spring 2025
Initial Study Report (ISR)	June 2025
ARCHEOLOGICAL RESOURCES	
Desktop Analysis	Fall 2024
Field Survey	Late Winter/Early Spring 2025
Interim Reports for SHPO	Spring 2025
ISR	June 2025
Year Two Field Survey (if needed)	Summer/Fall 2025
USR	September 2026
TRIBAL RESOURCES	
Desktop Analysis	Fall 2024
Fieldwork (Oral Interviews & Site Visit)	Spring 2025
NRHP Evaluations	Spring 2025
ISR	June 2025
Year Two Field Survey (if needed)	Summer/Fall 2025
USR	September 2026

Deliverables:

- Completed site forms for archaeological and built environment resources entered into ICRIS.
- Draft Interim Cultural Survey Reports, one for archaeological resources and one for architectural (built environment) resources delivered to SHPO and FERC. The archeological report will be marked privileged.
- Final Interim Cultural Survey Reports, one for archaeological resources and one for architectural (built environment) resources delivered to SHPO and FERC. The archeological report will be marked privileged.
- Draft Confidential Interim Tribal Resources Survey Reports that will be circulated for comment by the participating tribes to indicate confidential components, and for review by SHPO and FERC. When appropriate, Tribal comments may be incorporated into this report.
- Final Confidential and Redacted Interim Tribal Resources Survey Report.

Assumptions:

- Based on preliminary review, SWCA assumes a total of 22 architectural/linear resources will be surveyed (10 previously documented resources, plus an additional 12 based on preliminary review of Bonneville County Tax Parcels, aerial photographs, and estimates of building age from available imagery) within the Idaho Falls Project Boundary.
- Based on preliminary review, SWCA assumes a total of 5 architectural/linear resources will be surveyed (3 previously identified resources, plus an additional 2 parcels based on review of Bonneville County Tax Parcels,

aerial photographs, and estimates of building age from available imagery) within the Gem State Project Boundary.

- SWCA will submit all architectural and archeological documentation to SHPO in accordance with confidentiality requirements. A redacted PDF package will be provided to Kleinschmidt for Idaho Falls Power's records.
- SWCA has assumed a 30 day review window for SHPO for the Interim Survey Reports.
- For budget purposes, SWCA has assumed a maximum of 4 tribes will be involved in the ethnographic study and individual field visits to sites.
- For budget purposes, SWCA has included roundtrip travel and time for one ethnographer and one field staff to repositories to conduct in-person research as needed and one additional round trip to meet with tribes.
- SWCA will submit all tribal documentation to SHPO in accordance with confidentiality requirements. A redacted PDF package will be provided to Kleinschmidt for Idaho Falls Power's records.
- For budget purposes, SWCA has included roundtrip travel time for 2 field staff per survey during field mobilization.
- SWCA will have uninhibited access to the survey area, and our ability to conduct fieldwork will be unimpeded by weather, road construction, or any other factor(s) outside of SWCA's control. Should snow or other unforeseen events prevent completion of studies in Year 1, the remainder of cultural and tribal fieldwork will continue into Year 2. A separate scope of work would be prepared to conduct Year 2 studies and develop the associated Updated Study Report.
- Surveys will not require access to private land not owned or managed by Idaho Falls Power.
- Should there be a request for tribal compensation (tribal monitors or interviewees), a separate contract would be established between the interested Tribal entities and Idaho Falls Power, or through an alternative method of payment.

PHASE 5 INITIAL STUDY REPORTS

In accordance with FERC's regulations under the ILP for conduct of studies, pursuant to 18 CFR 5.13 and 5.15, within 30 days of filing the Revised Study Plan with FERC, the Director of Energy Projects will issue a Study Plan Determination approving or modifying the RSP. Within one year of the Director's issuance of an approved-study plan, IFP must file an ISR describing:

- Overall progress in implementing the approved study plan and schedule (i.e., completed work to date and any remaining work);
- Summary of the data collected (i.e., key accomplishments);
- An explanation of any variances from the study plan or schedule; and
- Modifications to any ongoing studies or new studies proposed.

Additionally, applicants must provide all associated data files produced and gathered during study implementation. Pursuant to 18 CFR 5.15(f), a USR may be required for longer studies. The USR must be filed no later than two years following FERC's approval of the study plans. A separate scope of work and cost estimate would be provided for the development of study reports to be included in the USR.

TASK 1 BOTANICAL STUDY REPORT

The Botanical Study Report will comprise field results and a data summary, consistent with the content requirements outlined above. Specifically, the report will include a synopsis of:

- Completed work to date.
- Key accomplishments and a summary of findings to date.
- List of associated data files.
- Any variances from the FERC-approved study, including study methods, schedule, or approach or abnormalities in expected field conditions (e.g., impeding field access).
- Any remaining work.

Attachments to the Botanical Study Report may include GIS maps, background information, and associated data. A Word Version (electronic) of the draft and final Botanical Study Report will be provided to Kleinschmidt for formatting and inclusion in the ISR package. SWCA will address up to 2 rounds of comments received on the draft Botanical Study Report and will address and incorporate feedback received into the final Botanical Study Report.

Deliverables:

- Draft and final Botanical Study Report

Assumptions:

- SWCA will provide Kleinschmidt with a Word version (electronic) of the draft and final Botanical Study Report.
- Assumes that Kleinschmidt will format the Botanical Study Report Word Document, integrate into the ISR package, and e-file with FERC.
- SWCA will address up to 2 rounds of comments on the draft Botanical Study Report (1 round from Kleinschmidt and 1 round from IFP). The final Botanical Study Report will address and incorporate feedback received on the draft Botanical Study Report.
- Assumes that Kleinschmidt will provide SWCA with the study report template, including appropriate styles and headers for required FERC-specified content.
- Assumes that Kleinschmidt will produce all Botanical Study Report GIS figures.
- Prior to submittal to Kleinschmidt, the Botanical Study Report will be reviewed by SWCA's Project Manager, FERC Director, and Botanical Subject Matter Expert.
- Assumes Kleinschmidt will conduct technical editing of final reports for consistency with other IFP reports.

TASK 1 CULTURAL AND TRIBAL STUDY REPORTS

Built Environment Resources

As noted above, SWCA will prepare draft and final Interim Survey Reports in accordance with the requirements of NHPA Section 106. These Interim Survey Reports will be used to inform and develop IFP's ISR that conforms to the content requirements at 18 CFR 5.15. While much of the architectural study results are public information, certain sensitive or

privileged archeological information will be withheld from public circulation and filed with FERC under privileged classification.

In accordance with requirements guiding privileged and sensitive tribal material, the Tribal Resources ISR will not be circulated for public distribution. Information gathered as part of Task 3.1 above will be incorporated into a report that is shared only with the Idaho SHPO.

Deliverables:

- Draft and Final Cultural and Tribal Initial Study Report (Public)
- Draft and Final Cultural and Tribal Initial Study Report (Privileged)

Assumptions:

- SWCA will provide Kleinschmidt with a Word version (electronic) of the draft and final Cultural ISR and Tribal ISR.
- SWCA will address two rounds of comments from Kleinschmidt and IFP on the final Cultural ISR and Tribal ISR (1 round from Kleinschmidt; 1 round from IFP). The final Cultural ISR and Tribal ISR will address and incorporate feedback received on the draft Cultural ISR and Tribal ISR.
- Assumes that Kleinschmidt will format the Cultural ISR and Tribal ISR Word Document, integrate into the ISR package, and e-file with FERC.
- Assumes that Kleinschmidt will provide SWCA with the study report template, including appropriate styles and headers for required FERC-specified content.
- Assumes that Kleinschmidt will produce all Cultural ISR and Tribal ISR GIS figures.
- Prior to submittal to Kleinschmidt, the Cultural ISR and Tribal ISR will be reviewed by SWCA's Project Manager, FERC Project Director, and Cultural and Tribal Principal Investigator.
- Kleinschmidt will distribute all reports for stakeholder review; with the exception of sensitive or privileged tribal and/or cultural materials.
- Assumes Kleinschmidt will conduct technical editing of final reports for consistency with other IFP reports.

COST ESTIMATE AND ASSUMPTIONS

Based on thoughtful consideration of the project requirements and a thorough estimate of the required labor and direct costs, SWCA proposes a time-and-materials budget not to exceed without client approval of \$277,457 to complete the project as presented in the table below.

Rates are subject to a 3% increase annually, effective January 1, 2025. This cost estimate is valid for thirty (30) days from the date of the proposal.

Costs are based on the scope of work and assumptions above. If unforeseen circumstances are encountered that will significantly affect the cost estimate, SWCA will notify Kleinschmidt prior to exceeding the estimated cost in this scope of work. To accommodate project changes and scheduling, it is assumed that SWCA will be able to use the overall project funding and will not be held to phase and task limits so long as the overall budget is not exceeded, and not without prior consultation with and express approval of Kleinschmidt.

Table 2. Cost Estimate.

PHASE/TASK	LABOR	NTE TOTAL
Phase 1. Project Management		\$15,808
Task 1. Project Schedule and Meetings	\$13,114	
Task 2. Invoicing	\$2,695	
Phase 2. Botanical, Cultural and Built Environment, and Tribal Study Plan Implementation		\$204,574
Task 2.1. Botanical Study Implementation	\$33,035	
Task 2.3. Cultural and Tribal Study Implementation	\$171,539	
Phase 3: Botanical, Cultural and Built Environment, and Tribal Initial Study Reports		\$52,389
Task 3.1 Botanical Initial Study Report	\$9,826	
Task 3.2 Cultural and Tribal Initial Study Reports	\$42,563	
PROJECT TOTAL		\$272,771

REFERENCES

Bureau of Land Management (BLM). 2017. *Special Status Plant Project Survey and Clearance Protocol*. Available online: <https://www.blm.gov/sites/default/files/policies/IDIM2017-011a1.pdf>. Accessed December 15, 2023.

NPS 1997. *How to Apply the National Register Criteria for Evaluation*. National Register Bulletin 15. U.S. Department of the Interior, National Park Service. Available at: https://www.nps.gov/subjects/nationalregister/upload/NRB-15_web508.pdf. Accessed March 20, 2024.

Idaho Falls Power (IFP). Pre-Application Document: Final Idaho Falls and Gem State Hydroelectric Projects FERC Project No. 2842 and 2952. Available online at: <https://www.ifpower.org/about-us/relicensing/relicensing-documents/>. Accessed March 20, 2024.

Idaho State Historical Society (ISHS 2024). *Idaho SHPO Guidance*. Available on <https://history.idaho.gov/shpo/idaho-shpo-guidance/>. Accessed March 20, 2024.



Memorandum

File #: 24-373

City Council Meeting

FROM:Corrin Wilde, City Clerk

DATE:Wednesday, October 16, 2024

DEPARTMENT:Mayor's Office

Subject

Minutes from Council Meetings

Council Action Desired

☐ Ordinance☐ Resolution☐ Public Hearing

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

Approve the Minutes from 10 October 2024 City Council Meeting.

Description, Background Information & Purpose

These are the 10 October 2024 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 facilitate transparency and minimize and mitigate risk.

Interdepartmental Coordination

N/A

Fiscal Impact

N/A

Legal Review

N/A



City Council Meeting Minutes

680 Park Avenue
Idaho Falls, ID 83402

Thursday, October 10, 2024,

7:30 PM

City Council Chambers

1. Call to Order

Present: Mayor Rebecca L Noah Casper, Council President Burtenshaw, Councilor Radford, Councilor Ziel-Dingman, Councilor Freeman; and Councilor Francis.

Absent: Councilor Larsen

Also present:

All available Department Directors
Micheal Kirkham, City Attorney
Corrin Wilde, City Clerk

2. Pledge of Allegiance

Margaret Wimborne led those present in the Pledge of Allegiance.

3. Public Comment

No one appeared.

4. Consent Agenda

A. Office of the Mayor

Appointments to City Boards, Committees, and Commissions

New appointment of Jenna Price to serve on the Board of Adjustment pursuant to Title 2 of the Idaho Falls City Code.

B. Municipal Services

1) Purchase of Replacement Equipment for Public Works, Street Division

This purchase will replace unit 1523, a 2011 International Workstar 7600 SBA Patch Truck that has reached its useful life. Sufficient funding for this purchase is within the 2024/25 Public Works, Streets Division approved budget.

C. Public Works

1) Bid Award - Sewer Line Rehabilitation Phase 2

On Tuesday, October 1, 2024, bids were received and opened for the Sewer Line Rehabilitation Phase 2 project. The tabulation of bid results is attached. The purpose of the proposed bid award is to facilitate a contract with the lowest responsive bidder to line the aging sewer and stormwater pipe throughout Idaho Falls. Cost allocation for this project will come from Wastewater Division funds. Sufficient funding and budget authority exist to complete the proposed improvements.

D. Idaho Falls Power

1) 2024 Caterpillar 255 Compact Track Loader Serial number FL706441

This purchase will add a multi-use loader to the Idaho Falls Power fleet for the purposes of excavation, snow removal, mowing, etc.

E. Police Department

1) Leave Extension Request

Officer Storer is currently on a leave of absence of without pay for 15 days approved by Chief Bryce Johnson. Pursuant to City Personnel Manual XXVI, the Mayor and Council must approve any request for more than fifteen (15) working days and stipulate the effect upon the employee's eligibility for benefits and their continuous service period.

F. Office of the City Clerk

1) Minutes from Council Meetings – 12 September 2024

2) License Applications

It was moved by Council President Burtenshaw, seconded by Councilor Francis to approve, accept, or receive all items on the Consent Agenda according to the recommendations presented. The motion was carried by the following vote: Aye – Councilors Francis, Radford, Dingman, Burtenshaw, Freeman. Nay – None

5. Regular Agenda

A. Community Development Services

1) Final Plat, Development Agreement, and Reasoned Statement of Relevant Criteria and Standards, Ivywood Division No. 5.

The Planning and Zoning Commission considered this item at its December 5, 2023, meeting and unanimously voted to recommend approval of the final plat to the Mayor and City Council as presented.

It was moved by Councilor Radford, seconded by Councilor Burtenshaw to approve the Development Agreement for the Final Plat for Ivywood Division No. 5 and give authorization for the Mayor and City Clerk to sign said agreement. The motion was carried by the following vote: Aye – Councilors Freeman, Radford, Burtenshaw, Francis, Dingman. Nay – None

It was moved by Councilor Radford, seconded by Councilor Burtenshaw to accept or approve the Final Plat for Ivywood Division No. 5 and give authorization for the Mayor, City Engineer, and City Clerk to sign said Final Plat. The motion was carried by the following vote: Aye – Councilors Radford, Francis, Dingman, Burtenshaw, Freeman. Nay – None

It was moved by Councilor Radford, seconded by Councilor Burtenshaw to approve the Reasoned Statement of Relevant Criteria and Standards for the Final Plat for Ivywood Division No. 5 and give authorization for the mayor to execute the necessary documents. The motion was carried by the following vote: Aye – Councilors Dingman, Burtenshaw, Francis, Freeman, Radford. Nay – None

B. Human Resources

1) Clock Pattern Premium Pay Policy

City Council Meeting Minutes

The City Council allocated funding for an increase to the clock pattern premium pay in the 2024-2025 budget. This policy change will remove the rate from the policy and place it in the salary schedule. This item will have a cumulative effect of \$30,000 which is accounted for in the 24-25 fiscal year budget.

Director Darin Jones stated that this is an additional pay to the hourly rate for the employees who work between 7 pm and 7 am. He says through the budget process this year that rate was approved to go up by .25 cents an hour and he is proposing that we move the reference to that from the policy and place it on the salary schedule as it is part of the salary and can then be approved with the budget process. Director Jones noted that there was a 30-day time period for employees to comment on the proposed changes and there was only one comment made in support of this change.

Council President Burtenshaw is pleased with this shift to a salary schedule, as it allows for more regular reviews and makes sense for the budget process.

It was moved by Councilor Dingman, seconded by Councilor Francis to approve the Clock Pattern Premium Pay Policy as presented. The motion was carried by the following vote: Aye – Councilors Francis, Dingman, Freeman, Radford, Burtenshaw. Nay -None.

C. Municipal Services

1) Bid IF-25-001, Chlorine, and Sodium Bisulfite for Public Works

Bids for the annual purchase of chlorine and sodium bisulfite were received on Thursday, September 26, 2024. These chemicals are used for water and wastewater treatment operations. Funds for the purchase of the chemicals are budgeted within the Public Works 2024/25 water and wastewater operating budgets.

It was moved by Councilor Burtenshaw, seconded by Councilor Francis to accept and approve the bids received from the lowest responsive and responsible bidders, Thatcher Company, Inc. for \$434,700.00 and Oxarc for \$76,140.00. The motion was carried by the following vote: Aye – Councilors Burtenshaw, Dingman, Radford, Freeman, Francis. Nay - None.

2) Impact Fee Affordable Housing Waiver for Thomas Development

Director Alexander gave an overview of the request. Thomas Development has submitted an Impact Fee waiver application for the 8-unit senior housing development located on Hoopes Avenue. Included in the application is an overview of the Idaho Housing and Finance Association (IHFA) requirements and a copy of the Workforce Housing Funds Application submitted to the Idaho Housing and Finance Association. Thomas Development submitted a residential building permit application on October 3, 2023, for the 8-unit single-family senior housing development (Exhibit C) and a revised impact fee waiver application on September 24, 2024. The Impact Fee waiver is discussed in Section 10-8-8 C 1-3 of the City Code. If granted, this request would waive up to \$12,656.40 in impact fees for the 8-unit single-family senior housing development. The City's ordinance requires that all waived fees be funded through a general fund revenue source. To that end, general funds were set aside in the fiscal year 2024-25 budget to cover the cost of waived impact fees. There is sufficient spending authority in that account to cover the value of this waiver if granted.

It was moved by Councilor Burtenshaw, seconded by Councilor Francis to grant the impact fee affordable housing waiver for Thomas Development of \$12,656.40. The motion was carried by the following vote: Aye – Councilors Francis, Radford, Dingman, Burtenshaw, Freeman. Nay - None.

D. Public Works

1) Development Agreement for Homes at the Falls

Director Fredericksen provided an overview. Homes at the Falls is a development occurring on property that was originally platted in Bonneville County and later annexed into the City. Special Conditions 2-10 summarize various items of work that need to be completed to develop the property. Public Works recommends approval of the Agreement. There is no financial obligation for this development.

It was moved by Councilor Francis, seconded by Councilor Dingman to approve the Homes at the Falls Development Agreement and authorize the Mayor and the City Clerk to sign the necessary documents. The motion carried by the following vote: Aye – Councilors Freeman, Radford, Burtenshaw, Francis, Dingman. Nay - None.

2) Power Easement Vacation - Part of Instrument No. 507288, located near the Northwest Corner of North Yellowstone Highway and East Anderson Street

The owner of the property in question has requested vacation of the easement. City staff members have reviewed the request and recommend approval. Director Fredericksen stated that is for the same property but two different vacations. He says the first one is for a power easement located near the NW corner of North Yellowstone Highway and Anderson Street. This is being requested by the developer as the power easement is no longer required because the original building that it originally served has been removed. The request has come forward and been reviewed by City staff that recommends approval so that the power service can be reapplied to a building at a different location in the future.

It was moved by Councilor Francis, seconded by Councilor Dingman to approve the Easement Vacation Ordinance under a suspension of the rules requiring three complete and separate readings and request that it be read by title. The motion was carried by the following vote: Aye – Councilors Radford, Francis, Dingman, Burtenshaw, Freeman. Nay - None.

At the request of Mayor Casper, the City Clerk read the ordinance by title only:
ORDINANCE NO. 3589

AN ORDINANCE OF THE CITY OF IDAHO FALLS, IDAHO, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, PROVIDING FOR THE VACATION OF A PORTION OF AN EASEMENT LOCATED WITHIN THE CITY OF IDAHO FALLS AND LEGALLY DESCRIBED IN SECTION 1 OF THIS ORDINANCE; PROVIDING THAT TITLE TO SAID VACATED EASEMENT SHALL VEST AS SPECIFIED IN SECTION 3 OF THIS ORDINANCE; PROVIDING THAT THIS ORDINANCE SHALL BE IN FULL FORCE AND EFFECT FROM AND AFTER PASSAGE, APPROVAL, AND PUBLICATION ACCORDING TO LAW.



City Council Meeting Minutes

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3) Storm Easement Vacation - Part of Instrument No. 507288, located near the Northwest Corner of North Yellowstone Highway and East Anderson Street

The owner of the property in question has requested vacation of the easement. City staff members have reviewed the request and recommend approval. Director Fredericksen explained that this is for the same property. The storm line in the easement that protected the storm line is no longer needed and will be relocated to better facilitate building on a proposed site.

It was moved by Councilor Francis, seconded by Councilor Dingman to approve the Easement Vacation Ordinance under a suspension of the rules requiring three complete and separate readings and request that it be read by title. The motion was carried by the following vote: Aye – Francis, Dingman, Freeman, Radford, Burtenshaw. Nay - None.

At the request of Mayor Casper, the City Clerk read the ordinance by title only:

ORDINANCE NO. 3590

AN ORDINANCE OF THE CITY OF IDAHO FALLS, IDAHO, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, PROVIDING FOR THE VACATION OF A PORTION OF AN EASEMENT LOCATED WITHIN THE CITY OF IDAHO FALLS AND LEGALLY DESCRIBED IN SECTION 1 OF THIS ORDINANCE; PROVIDING THAT TITLE TO SAID VACATED EASEMENT SHALL VEST AS SPECIFIED IN SECTION 3 OF THIS ORDINANCE; PROVIDING THAT THIS ORDINANCE SHALL BE IN FULL FORCE AND EFFECT FROM AND AFTER PASSAGE, APPROVAL, AND PUBLICATION ACCORDING TO LAW.

6. Announcements

Columbus Day Holiday – City offices will be closed on Monday.

Early Voting – Tuesday early voting will begin and be available for 3 weeks until the end of the month.

Bonneville Metropolitan Planning Organization (BMPO) – The meeting is scheduled for Wednesday.

Boo at the Zoo – Thursday, Friday, Saturday.

Zoo Lights – a pleasant and fun walk through the zoo with Halloween decorations, is scheduled for Monday and Tuesday of the following week.

Idaho Falls Regional Airport Board Meeting – The previously scheduled Idaho Falls Regional Airport Board meeting on Wednesday the 23rd has been rescheduled due to the director being out of town. A new date will be announced before the end of the year.

Trunk-or-Treat Event – Real Heroes' Trunk-or-Treat sponsored by the Bonneville County Sheriff's Office, Idaho Falls Police Department, and Idaho Falls Fire Department is scheduled for Saturday, October 26th from 4-6 PM along Memorial Drive.

High-Capacity Roadway Study Public Meeting – A public meeting on the high-capacity roadway study will be held on October 15th from 5-7 PM at the Skyline Event Center. This is for a presentation and to accept public comments.

Idaho Falls Fire Department Recruit Academy Graduation – The Idaho Falls Fire Department recruit academy will be graduating on Friday at 3 PM at Station 1.

7. Executive Session

The Executive Session is being called pursuant to the provisions of Idaho Code Section 74-206 (1)(f) to



City Council Meeting Minutes

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communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated, but imminently likely to be litigated. The Council will not reconvene in an open session after the executive session.

The City Council of the City of Idaho Falls met in an Executive Session, on Thursday, October 10, 2024, in the City Annex Conference Room in the City Annex Building located at 680 Park Avenue in Idaho Falls at 8:05 p.m.

It was then moved by Councilor Francis, seconded by Councilor Dingman, to move into Executive Session (at 8:04 p.m.). The Executive Session was called pursuant to the provisions of Idaho Code Section 74-206(1)(f) to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated, but imminently likely to be litigated. The Council will not reconvene in an open session. The motion was carried by the following vote: Aye - Councilors Freeman, Francis, Radford, Burtenshaw, Dingman. Nay – none

Call to Order and Roll Call

There were present:

Mayor Rebecca L. Noah Casper

Council President Lisa Burtenshaw

Councilor Michelle Ziel Dingman

Councilor John Radford

Councilor Jim Freeman

Councilor Jim Francis

Also present:

Michael Kirkham, City Attorney

Jacob Beck, Assistant City Attorney

Pam Alexander, Municipal Services Director

Chief Bryce Johnson

Director Chris Fredricksen

Chief of Staff Margaret Wimborne

Assistant Director Kerry Beutler

Deputy Chief Paul Radford

Parks Manager Josh Stephens

8. Adjournment.

There being no further business, the meeting adjourned at 9:35 PM.

s/ Corrin Wilde

Corrin Wilde, City Clerk

s/Rebecca L. Noah Casper

Rebecca L. Noah Casper, Mayor

Memorandum

File #: 24-372

City Council Meeting

FROM: Chris H Fredericksen, Public Works Director
DATE: Wednesday, October 16, 2024
DEPARTMENT: Public Works

Subject

Bid Award - Brodbeck's Addition Water Line Replacements 2024

Council Action Desired

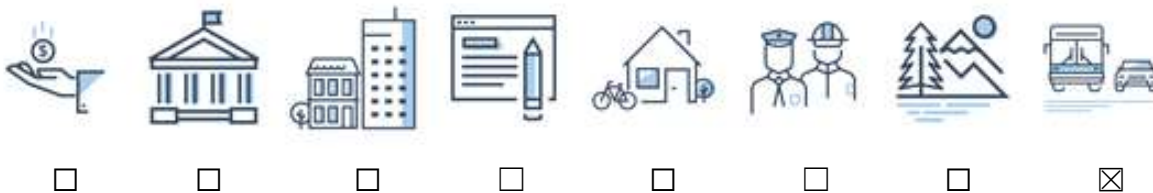
- ☐ Ordinance
 ☐ Resolution
 ☐ Public Hearing
 ☒ Other Action (Approval, Authorization, Ratification, etc.)

Approve the plans and specifications; award to the lowest responsive, responsible bidder, Bybee Excavation, LLC., in the amount of \$2,198,644.00; and give authorization for the Mayor and City Clerk to execute the necessary documents (or take other action deemed appropriate).

Description, Background Information & Purpose

On Tuesday, October 15, 2024, bids were received and opened for the Brodbeck's Addition Water Line Replacements 2024 project. The tabulation of bid results is attached. The purpose of the proposed bid award is to facilitate a contract with the lowest responsive bidder for the purpose of replacing aging water lines within Brodbeck's Addition.

Alignment with City & Department Planning Objectives



This project supports the community-oriented result of reliable public infrastructure by investing in the replacement of aging water distribution piping.

Interdepartmental Coordination

Project reviews have been conducted with all necessary city departments to ensure coordination of project activities.

Fiscal Impact

Cost allocation for this project will come from Water Division funds. Sufficient funding and budget authority exist for completion of the proposed improvements.

Legal Review

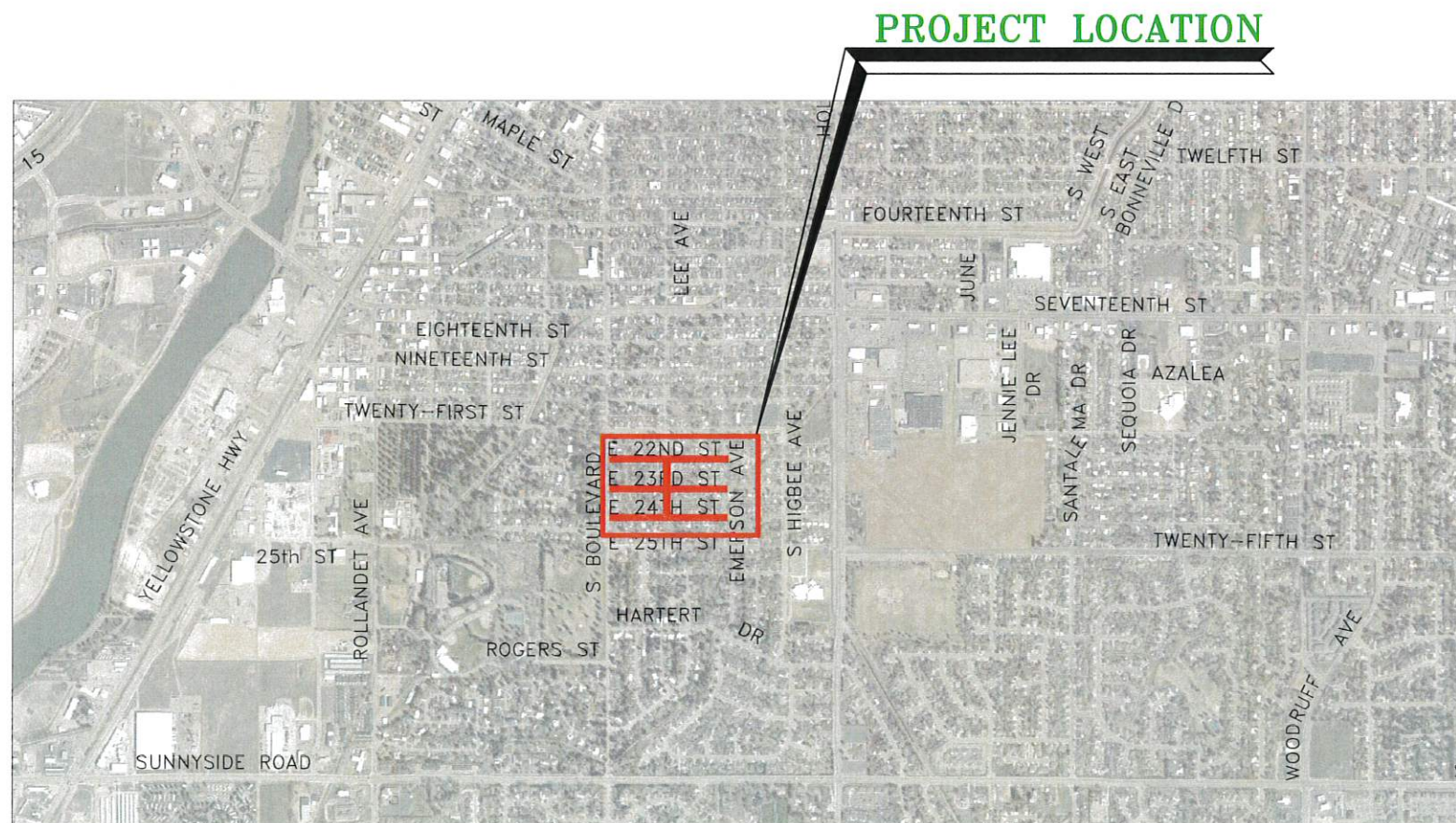
The Legal Department reviewed the bid process and concurred that the desired Council action is compliant with the

Idaho State Code.

2-38-30-1-WTR-2024-05
2024-052

BRODBECKS ADDITION WATER LINE REPLACEMENTS 2024

CITY PROJECT # 2-38-30-1-WTR-2024-05



MAYOR

Rebecca L. Noah Casper

CITY COUNCIL

Michelle Ziel-Dingman
Lisa Burtenshaw
Kirk Larsen

Jim Francis
John B. Radford
Jim Freeman

ENGINEERING DIVISION

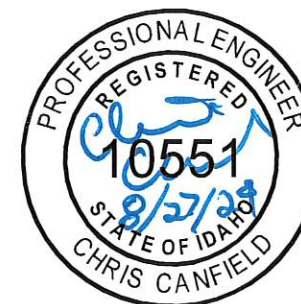
PUBLIC WORKS DIRECTOR

Chris H. Fredericksen, P.E.

ASSISTANT PUBLIC WORKS DIRECTOR

Chris Canfield, P.E.

2024



AS BUILT DATE / BY:

____ / ____

SCALE SHOWN IS FOR
SHEET 11 x 17 ONLY

ENGINEERING
DIVISION



BRODBECKS ADDITION WATER
LINE REPLACEMENTS 2024

TITLE PAGE

CHECKED BY: CW	DESIGN TECH: RS	DATE PLOTTED: 8/19/2024	SHEET NO. 1 OF 21
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City of Idaho Falls

Engineering Division Engineer's Estimate

Project: Brodbeck's Addition Water Line Replacements 2024
Submitted: Chris Canfield, P.E.

Number: 2-38-30-1-WTR-2024-05
Date: February 9, 2024

Reference Number	Description	Estimated Quantity	Unit	Engineer's Estimate		Bybee Excavation LLC		Knife River Corp	
				Unit Price	Total Amount	Unit Price	Total Amount	Unit Price	Total Amount
	DIVISION 200 - EARTHWORK								
201.4.1.D.1	Removal of Sidewalk	375	SY	\$20.00	\$7,500.00	\$30.50	\$11,437.50	\$21.00	\$7,875.00
201.4.1.E.1	Removal of Curb and Gutter	2724	LF	\$15.00	\$40,860.00	\$30.50	\$83,082.00	\$7.00	\$19,068.00
201.4.1.F.1.a	Removal of Hydrant	3	EA	\$1,500.00	\$4,500.00	\$4,049.50	\$12,148.50	\$700.00	\$2,100.00
201.4.1.F.1.b	Removal of Inlet Box	6	EA	\$1,200.00	\$7,200.00	\$2,104.00	\$12,624.00	\$500.00	\$3,000.00
202.4.1.A.1	Excavation	5077	CY	\$25.00	\$126,925.00	\$14.00	\$71,078.00	\$22.00	\$111,694.00
	DIVISION 300 - TRENCHING								
307.4.1.A.1	Miscellaneous Surface Restoration (Landscaping)	604	LF	\$50.00	\$30,200.00	\$43.00	\$25,972.00	\$28.00	\$16,912.00
307.4.1.F.1	Type "P" Surface Restoration (Asphalt Roadway)	2390	LF	\$50.00	\$119,500.00	\$53.00	\$126,670.00	\$120.00	\$286,800.00
	DIVISION 400 - WATER								
401.4.1.A.1	8" Water Main Pipe	4611	LF	\$60.00	\$276,660.00	\$60.50	\$278,965.50	\$42.00	\$193,662.00
401.4.1.C.1	Temporary Water Service	1	LS	\$120,000.00	\$120,000.00	\$27,463.00	\$27,463.00	\$120,000.00	\$120,000.00
402.4.1.A.1	8" Valve	21	EA	\$1,000.00	\$21,000.00	\$895.50	\$18,805.50	\$1,015.00	\$21,315.00
403.4.1.A.1	Hydrant	8	EA	\$3,000.00	\$24,000.00	\$3,062.50	\$24,500.00	\$3,200.00	\$25,600.00
404.4.1.B.1.a	Replace Water Service, Size 1"	99	EA	\$5,000.00	\$495,000.00	\$2,586.00	\$256,014.00	\$3,850.00	\$381,150.00
404.4.1.B.1.b	Replace Water Service, Size 1.5"	3	EA	\$5,100.00	\$15,300.00	\$4,630.50	\$13,891.50	\$3,900.00	\$11,700.00
404.4.1.B.1.c	Replace Water Service, Size 2"	1	EA	\$5,400.00	\$5,400.00	\$7,487.00	\$7,487.00	\$3,900.00	\$3,900.00
	DIVISION 600 - CULVERTS & STORM DRAINS								
601.4.1.A.5.b	12" Storm Drain Pipe	579	LF	\$80.00	\$46,320.00	\$87.50	\$50,662.50	\$74.00	\$42,846.00
601.4.1.A.5.c	18" Storm Drain Pipe	1436	LF	\$90.00	\$129,240.00	\$92.00	\$132,112.00	\$91.00	\$130,676.00
601.4.1.A.5.d	36" Perforated Storm Drain Pipe	300	LF	\$120.00	\$36,000.00	\$250.00	\$75,000.00	\$78.00	\$23,400.00
601.4.1.A.5.e	18" Storm Drain Pipe, C900	133	LF	\$145.00	\$19,285.00	\$214.00	\$28,462.00	\$129.00	\$17,157.00
602.4.1.A.1.a	Storm Drain Manhole Type A	10	EA	\$6,000.00	\$60,000.00	\$6,077.00	\$60,770.00	\$6,100.00	\$61,000.00
602.4.1.A.1.b	Storm Drain Shallow Manhole Type A	7	EA	\$6,000.00	\$42,000.00	\$6,753.50	\$47,274.50	\$6,000.00	\$42,000.00
602.4.1.F.1	Catch Basin – Type IV (2' X 3')	14	EA	\$5,000.00	\$70,000.00	\$4,152.00	\$58,128.00	\$4,700.00	\$65,800.00
	DIVISION 700 - CONCRETE								
706.4.1.A.7	Curb and Gutter, Type Standard	2724	LF	\$65.00	\$177,060.00	\$93.00	\$253,332.00	\$64.00	\$174,336.00
706.4.1.E.1.a	Concrete Sidewalks, thickness 4"	10	SY	\$190.00	\$1,900.00	\$755.50	\$7,555.00	\$154.00	\$1,540.00
706.4.1.E.1.b	Concrete Sidewalks, thickness 5"	354	SY	\$150.00	\$53,100.00	\$215.50	\$76,287.00	\$200.00	\$70,800.00
	DIVISION 800 - AGGREGATES & ASPHALT								
801.4.1.A.1	6" Minus Uncrushed Aggregate Base	1695	CY	\$45.00	\$76,275.00	\$38.50	\$65,257.50	\$41.00	\$69,495.00
801.4.1.C.1	Uncrushed Drain Rock, 3"	1155	CY	\$60.00	\$69,300.00	\$30.00	\$34,650.00	\$58.00	\$66,990.00
802.4.1.A.1	Crushed Aggregate for Base, Type 1	1575	CY	\$70.00	\$110,250.00	\$50.50	\$79,537.50	\$66.00	\$103,950.00
810.4.1.A.1	Plant Mix Pavement 3/4", PG 58-34	1311	TON	\$125.00	\$163,875.00	\$146.00	\$191,406.00	\$120.00	\$157,320.00
	DIVISION 1000 - CONSTRUCTION STORMWATER BMP's								
1001.4.1.A.1	Sediment Control	1	LS	\$25,000.00	\$25,000.00	\$9,476.00	\$9,476.00	\$30,000.00	\$30,000.00
	DIVISION 1100 - TRAFFIC SIGNALS & STREET LIGHTING								
1105.4.1.F.1	Remove and Replace Traffic Sign	1	EA	\$1,000.00	\$1,000.00	\$855.50	\$855.50	\$1,500.00	\$1,500.00
	DIVISION 2000 - MISCELLANEOUS								
2010.4.1.A.1	Mobilization	1	LS	\$500,000.00	\$500,000.00	\$19,600.00	\$19,600.00	\$575,000.00	\$575,000.00
2030.4.1.A.1	Manhole, Adjust to Grade	1	EA	\$1,300.00	\$1,300.00	\$1,255.00	\$1,255.00	\$1,250.00	\$1,250.00
2030.4.1.C.1	Valve Box, Adjust to Grade	1	EA	\$1,100.00	\$1,100.00	\$557.00	\$557.00	\$1,100.00	\$1,100.00
2050.4.1.A.1	Drainage Geotextile	1536	SY	\$2.75	\$4,224.00	\$1.50	\$2,304.00	\$2.00	\$3,072.00
2050.4.1.C.1	Subgrade Separation Geotextile	10182	SY	\$2.50	\$25,455.00	\$2.00	\$20,364.00	\$2.00	\$20,364.00
2052.4.1.B.1	Repair Sprinkler System	1	LS	\$25,000.00	\$25,000.00	\$5,874.00	\$5,874.00	\$20,000.00	\$20,000.00
	SPECIAL PROVISIONS								
S0250A	Water Service Boring	148	LF	\$90.00	\$13,320.00	\$34.50	\$5,106.00	\$71.00	\$10,508.00

S0250B	Water Service Boring With Rock	20	LF	\$160.00	\$3,200.00	\$134.00	\$2,680.00	\$255.00	\$5,100.00
TOTAL					\$2,948,249.00	\$2,198,644.00		\$2,899,980.00	

File #: 24-374

City Council Meeting

FROM: Chris H Fredericksen, Public Works Director
DATE: Wednesday, October 16, 2024
DEPARTMENT: Public Works

Subject

Resolution to Adopt a Revised Snow and Ice Control Policies and Procedures Manual

Council Action Desired

- ☐ Ordinance ☒ Resolution ☐ Public Hearing
☐ Other Action (Approval, Authorization, Ratification, etc.)

Adopt the Resolution to revise and update the City of Idaho Falls Snow and Ice Control Policies and Procedures Manual to reflect current snow removal practices or (take other action deemed appropriate).

Description, Background Information & Purpose

Attached is a proposed Resolution which amends the City of Idaho Falls Snow and Ice Control Policies and Procedures Manual. The policy has been updated to reflect minor changes and to account for newly annexed streets.

Alignment with City & Department Planning Objectives



The Resolution supports the community-oriented results of a livable community and reliable public infrastructure and transportation.

Interdepartmental Coordination

Interdepartmental coordination has taken place as required to accommodate proposed changes to the policy.

Fiscal Impact

There are no anticipated fiscal impacts due to proposed modifications to the existing policies and procedures manual.

Legal Review

The proposed Resolution was drafted by the Legal Department.

2024-53

RESOLUTION NO. 2024 -

A RESOLUTION OF THE CITY OF IDAHO FALLS, IDAHO, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, REVISING A UNIFORM SNOW AND ICE CONTROL POLICIES AND PROCEDURES MANUAL AND PROVIDING THAT THIS RESOLUTION BE EFFECTIVE UPON ITS PASSAGE, APPROVAL, AND PUBLICATION ACCORDING TO LAW.

WHEREAS, snow and ice fall, creation, and accumulation are common events within the City annually; and

WHEREAS, the City desires to remove such snow or ice in a safe, economical, efficient, and predictable manner; and

WHEREAS, removal of such snow and/or ice is complicated, time consuming, and may interrupt with the normal traffic and parking activities; and

WHEREAS, the Council wishes to clarify the manner and timing of such snow and ice removal; and

WHEREAS, the Council has adopted an Ordinance that facilitates the adoption of a Snow and Ice Control Policies and Procedures Manual in order to regulate the timing and manner in which snow and ice would be removed from public streets within the City; and

WHEREAS, in order to implement the policies and procedures contained in the Ordinance the Council desires to revise this Snow and Ice Control Policies and Procedures Manual, attached to this Resolution.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF IDAHO FALLS, IDAHO, AS FOLLOWS:

1. The City Council hereby revises the Snow and Ice Control Policies and Procedures Manual attached to this Resolution as Exhibit "A".

ADOPTED and effective this _____ day of October, 2024.

CITY OF IDAHO FALLS, IDAHO

Rebecca L. Noah Casper, Mayor

ATTEST:

By _____
Corrin Wilde, City Clerk (SEAL)

STATE OF IDAHO)
) ss:
County of Bonneville)

I, CORRIN WILDE, 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 Resolution entitled, "A RESOLUTION OF THE CITY OF IDAHO FALLS, IDAHO, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, REVISING A UNIFORM SNOW AND ICE CONTROL POLICIES AND PROCEDURES MANUAL AND PROVIDING THAT THIS RESOLUTION BE EFFECTIVE UPON ITS PASSAGE, APPROVAL, AND PUBLICATION ACCORDING TO LAW."

Corrin Wilde, City Clerk

(SEAL)



SNOW AND ICE CONTROL POLICIES AND PROCEDURES MANUAL



SNOW & ICE CONTROL POLICIES AND PROCEDURES MANUAL

IDAHO FALLS PUBLIC WORKS

(Revised ~~November~~ October 20232024)

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I. INTRODUCTION

PURPOSE

The purpose of this manual is to establish an acceptable policy and operational procedures for snow and ice control on public streets under the jurisdiction of the City of Idaho Falls. This policy provides a uniform understanding of the priorities and procedures used to combat accumulation of snow and ice on City streets.

OBJECTIVE

The objective of these policies and procedures is to provide adequate traction for vehicles properly equipped for winter driving conditions. Priority is given to streets which carry the largest traffic volume. Limited resources preclude service on lower priority streets until higher priority streets have been completed. It should be expected that during storms of high intensity or long duration and during non-regular working hours, drivers on lower priority streets will encounter snow-packed or icy conditions. Snow and ice control operations will continue during regular hours and/or until all streets have passable pavement or when plowing and sanding is no longer effective.

SCOPE

This policy applies only to public streets under the jurisdiction of Idaho Falls and agreements with Bonneville County and Idaho Transportation Department. The City has over ~~783~~ 784 lane miles of arterial, collector and residential streets that it maintains.

Snow removal for some state highways is provided by the Idaho Transportation Department (ITD) and include US-20 and I-15 within city limits.

In order to provide for efficient snow removal services on urban streets, the City has entered into a cooperative maintenance agreement with the Idaho Transportation Department. Under this agreement, Idaho Falls is responsible for snow and ice control on Broadway, Yellowstone, Northgate Mile, Sunnyside Road and Holmes Avenue within City limits. The agreement is included within the appendices.

Snow removal from City-owned parking lots is provided by the Parks and Recreation Department or private contractors.

City ordinance assigns the responsibility of sidewalk snow removal to the adjacent property owner. (*Idaho Falls City Code Title 8 Chapter 10*)

II. POLICIES

RESPONSIBILITY

The responsibility for implementing the snow and ice control policy lies with the Street Superintendent, or his designee during off hours. The Public Works Director may choose to authorize the use of additional resources when conditions warrant.

TRAINING

Prior to the start of the snow season, the Street Division will conduct training for personnel that will be involved in snow control activities. The training will consist of classroom and hands-on equipment training, including the operation of sanders, snowplows, front-end loaders and other equipment as needed.

WEATHER MONITORING

Street Division supervisors will use the National Weather Service daily forecasts to monitor weather conditions and will schedule snowplow crews based on these forecasts.

COMMENCEMENT OF OPERATIONS

The Street Division will monitor conditions whenever there is potential of ice or snow conditions developing on City roadways. The Police Department also reports icy conditions to the Street Division after regular working hours. When snow or ice begins accumulating on the streets the Street Superintendent, or his designee during off hours, will authorize commencement of plowing and/or sanding operations as conditions warrant

PRIORITIES

A limited number of resources and the need to provide the greatest level of safety and benefit to the traveling public, in an efficient manner, necessitate that priority be given to certain heavily used streets above others more minor in nature. Therefore, streets with higher use have a higher priority for snow removal service. Minor streets which require proportionally more time for snow removal for the amount of traffic served have lower priority.

City streets have been divided into the following three snow removal priority categories:

PRIORITY 1: These are arterial and major collector streets, generally with a right-of-way width exceeding 60 feet and average daily traffic greater than 5,000 and includes approximately 234 lane miles.

PRIORITY 2: These are generally minor collector streets, typically with a pavement width of at least 43 feet. Included in this category are streets serving

emergency response facilities, schools and streets with hills and sharp curves where low traction may cause hazardous driving conditions and includes approximately ~~115~~-116 lane miles.

PRIORITY 3: All other streets not designated as either Priority 1 or 2 streets, split into Zone A and B, and includes approximately 434 lane miles.

Street priority snow removal maps are included in the appendix and are available for review on the City's website.

DEVIATIONS FROM POLICY

Deviations from standard policies and procedures may occur due to unusual or extraordinary circumstances. Every winter storm has unique characteristics such as storm intensity, duration, wind, temperature and moisture content that influence the methodology used in response to each storm.

Deviations and exceptions from the general priorities and procedures may be made when, in the judgment of the responsible authority, such deviations will best support meeting established objectives and ensuring public safety.

III. OPERATIONS PLAN

EQUIPMENT RESOURCES

The Street Division has a variety of equipment to utilize in snow removal activities. Equipment includes six (6) large snowplows one equipped with a spreader, six (6) pickup trucks with plows, six (6) salt trucks five (5) equipped with plows, three (3) brine trucks two (2) equipped with plows, two (2) snow loaders, four (4) front-end loaders two (2) equipped with a plowplows one (1) equipped with a snowblower, two (2) backhoes one (1) equipped with a plow and four (4) motor graders equipped with gates that can be used in snow and ice removal. Whenever plows are active, Fleet Maintenance personnel are called in to support the operation and to make necessary mechanical repairs.

The Street Division also utilizes equipment from other Divisions to assist with snow removal activities. This equipment includes two (2) large snowplows, four (4) backhoes, one (1) front-end loader and eight (8) pickup trucks with plows.

IDAHO FALLS STREET DIVISION SNOW REMOVAL EQUIPMENT

Quantity	Type	Equipped with Snowplow	Equipped with Spreader
6	10-Wheelers	Yes	<u>1</u>
2	Loader	Yes	
2	Loaders		
2	Snow Loaders		
1	Snowblower		
4	Graders		
1	Backhoe	Yes	
1	Backhoe		
1	Flusher/Sander	Yes	Yes
1	Flusher/Sander		Yes
4	Single Axle V-box	Yes	Yes
6	Pickups	Yes	
1	Single Axle Brine Trucks		
2	Single Axle Brine Truck	Yes	
2	10-Wheelers from other Divisions	Yes	
4	Backhoes from other Divisions		
1	Loader from other Divisions		
8	Pickups from other Divisions	Yes	

STAFFING

There are ~~23-24~~ employees who work full time for the Street Division. These employees include ~~20-21~~ operators and a foreman that operate plows, sanders, graders, backhoes, snow loaders and front-end loaders for snow removal. The Street Division Superintendent and ~~Office Admin~~ Assistant support snow removal operations by logging and dispatching service requests. The City's Public Information Officers are also utilized during snow removal operations to communicate information to the public and media.

STREET DIVISION SNOW REMOVAL SHIFTS

Schedule	Shifts	Number of Employees
Normal Daily Schedule* Monday through Friday	Day Shift: 8:00 a.m. to 4:30 p.m.	~~19-20~~ Employees
	Swing Shift: 4:00 p.m. to 12:00 a.m.	2 Employees
	Night Shift: 12:00 a.m. to 8:00 a.m.	2 Employees
Snow Schedule* 24 hours / 7 days per week	Shift 1: 8:00 a.m. to 8:00 p.m.	11 Employees
	Shift 2: 8:00 p.m. to 8:00 a.m.	~~10-11~~ Employees
Office Staff	8:00 a.m. to 4:30 p.m. afterhours as needed	2 Employees

***Due to the nature of snow and ice control activities, Street Division supervisors will change schedules as needed to complete snow and ice control activities.**

RESPONSE PLAN

When weather forecasts indicate a pending storm is anticipated to deposit snow within the City, the Street Division will begin applying salt-brine to Priority 1 and 2 streets to aid in ice and snow control.

Priority 1 streets are the first streets that receive plowing and salting. Once Priority 1 streets are deemed safe for travel during or after a snow event, snow removal operations shift to Priority 2 streets. Once Priority 2 streets have been addressed focus is shifted to Priority 3 streets that are completed during normal daily schedule hours. If there is a snow accumulation of more than **four (4) inches** on the road, plows will continue snow removal activities on Priority 3 streets during off hours. If during snow removal operations

on lower priority streets, conditions deteriorate on Priority 1 or 2 streets, focus will be shifted back to these higher priority streets as necessitated by the snow event.

ZONE A

Zone A is the Priority 3 area within the City bounded by and including the following streets:

Starting at the corner of East 1st Street and Holmes Avenue; thence running south along Holmes Avenue to East 17th Street; thence running west along 17th Street and along Pancheri Drive to the Snake River; thence running north along the east bank of the Snake River to West Elva Street; thence running east along Elva Street to the railroad tracks; thence running south along the railroad tracks to East 1st Street; thence running east along 1st Street to the point of beginning (excluding the Downtown Area, Nighttime Snow Removal Streets, and any Priority 1 or 2 street within such area).

ZONE A PARKING RESTRICTIONS AND PLOWING

Due to the narrowness and abundance of on-street parking Zone A is completed in a two-day period with north-south street and east-west streets plowed on alternating days.

North-south streets are considered any street running in a direction within 10 degrees of true north (e.g., Water Ave., Alice Ave., Cottage Place, Lee Ave., Sage Ave.)

East-west streets are considered any street running in a direction within 10 degrees of true east and west (e.g., 2nd Street, L Street, Maple Street)

Parking restrictions for Zone A are as follows:

North-South Streets. Beginning at a Snow Event, no parking from eight o'clock (8:00) a.m. local time until five o'clock (5:00) p.m. local time on any even calendar day of the month (e.g., two, four, six, eight, ...) or until snow removal activities are determined by the Street Superintendent to be completed for the Snow Event.

East-West Streets. Beginning at a Snow Event, no parking from eight o'clock (8:00) a.m. local time until five o'clock (5:00) p.m. local time on any odd calendar day of the month (e.g. one, three, five, seven, ...) or until snow removal activities are determined by the Street Superintendent to be completed for the Snow Event.

Due to the narrowness of Zone A streets vehicles parked in violation of these

restrictions will be relocated to the nearest opposing direction street (e.g. vehicle relocated from an East-West street to a North-South Street or vice-versa). Every effort will be made to give a minimum of 24-hour notice to Zone A residents of these restrictions.

Informational press releases, media interviews, social media posts, text alerts, City website notifications, and other notifications as deemed appropriate will be used to notify Zone A residents.

CONTINUATION AND COMPLETION

Although no snow event is exactly the same, it usually takes 12-24 hours AFTER the snow stops falling to plow and salt Priority 1 and 2 streets.

Residential streets generally take an additional 48 hours to plow, assuming there are no interruptions to move back to Priority 1 or 2 streets.

During major storms, traffic on low-priority streets usually causes the snow to become packed or icy, before it can be plowed. In this case it may take days or even weeks to remove the packed snow and ice from these streets. When snow has become compacted on low-priority streets and plowing is ineffective due to low ambient temperatures, nighttime sanding and plowing operations may be discontinued until normal working hours and the normal duty schedule is resumed.

PRE-STORM APPLICATION OF SALT BRINE

The Street Division will begin applying salt-brine to Priority 1 and 2 streets to aid in snow removal when weather forecasts indicate a pending storm is anticipated to deposit snow within the City. This application can generally be completed within 16 hours utilizing three (3) truck mounted applicators. This application helps prevent the bonding of snow and ice to the road surface on these higher priority streets.

SALT AND SANDING

Salting is generally completed in conjunction with plowing in conformance with the priority road response system. Sanding alone is conducted when roads are icy, or plowing is ineffective on snow-packed roads and in residential areas.

Once operations have begun, salting will continue until the priority streets have had traction restored. Depending on the weather conditions, arterial and collector streets may receive multiple applications along with other high use intersections or streets with inclines.

MATERIALS

For salting operations, salt will be used in different amounts, depending on

pavement/air temperature and the amount of precipitation. For sanding operations generally, a mixture consisting of four (4) parts sand to one (1) part salt is used to prevent the sand from clumping and/or freezing.

SALT STORAGE

The salt storage facility at 2575 Hemmert Avenue has a capacity of approximately 2,000 tons. Orders for salt delivery are regularly made to keep the storage facility at capacity.

BRIDGES

The Street Division is responsible for the maintenance of 55 bridges within City limits. Bridges often become icy before the adjacent streets because the ambient air temperature is lower beneath the bridges than the ground temperature beneath the pavement. Bridges are monitored for icy conditions by Street Division personnel during normal working hours and after-hours by the Police Department.

Salt brine is usually applied to bridge decks on Priority 1 and 2 streets before a snow or ice event to prevent the snow and ice from bonding to the bridge deck. If ice is present, salt or a salt and sand mixture may be spread to increase traction and melt ice.

CUL-DE-SACS

In an effort to become more efficient, crews will make one (1) to two (2) passes around the perimeter of the cul-de-sac with a snowplow, pushing the snow to the middle of the cul-de-sac. Snow will be removed from the cul-de-sac at a later date by Street Division employees during the normal daily schedule. This is a low priority activity that is generally the last activity to be completed after every snow event.

LOADING AND HAULING OF SNOW

Loading and hauling snow from City streets is the most expensive and time-consuming snow removal activity undertaken by the Street Division. This practice is minimized to the maximum extent possible and will only be implemented when there are no other alternatives to keep streets open, to maintain access to adjacent properties or other extenuating circumstances. A map depicting the method of snow removal is included within the appendices. This map will be reviewed and updated on an annual basis.

PUBLIC RELATIONS

Providing information to the public is a vital part of the snow removal process. Residents need to know how they can help facilitate snow removal and what to expect in terms of a response by the Street Division to winter storms. Messages sent to the public can range from simple requests to remove parked vehicles from the street to notification of street

closures, or other severe conditions.

Prior to snow season each year, the City will convey information regarding how to sign up for notifications, where to find information, parking restrictions, sidewalk snow removal requirements, prohibitions against throwing or blowing snow on to City streets and snow removal priorities.

During storms, the Street Division office will be staffed appropriately to manage requests for service according to storm intensity.

The Street Division will work closely with the City's Public Information Officers to convey information regarding snow removal activities as needed and to request resident compliance with snow removal parking restrictions.

To sign up for notifications ~~from the City of Idaho Falls, including~~for snow removal parking restrictions, ~~go to www.idahofalls.gov, click on the blue SIGN UP button, and follow the instructions on the page.~~text snowIF to 38276 or go to www.idahofalls.gov, click on the blue ~~SINGSIGN~~UP button, and follow the instructions.-

DISPATCHING REQUESTS FOR SERVICE

Since snowplow operators are already trained to follow priorities established by policies and procedures contained herein, it is inefficient to respond to individual concerns before allowing operators to respond in accordance with existing policies.

Telephone operators will log requests for service and periodically forward these logs to snow removal supervisors for review and potential action. Supervisors will use these logs to direct operators to areas of concern, after they have achieved the goals established within existing snow removal policies.

Supervisors will be notified immediately of hazardous conditions or new snow accumulation on higher priority streets, roadways impacted by drifting snow or other emergency conditions.

IV. OPERATIONAL PROCEDURES FOR DIFFERENT STORM INTENSITIES

The following procedures describe implementation of the Operations Plan for various storm intensities. These procedures are intended as an aide to supervisors and management staff to ensure essential actions are taken. Variations to these procedures may be made by the Street Superintendent, or his designate, to best meet the demands of changing storm events. These procedures will also help provide residents with a better understanding of how the City manages snow removal.

MINOR SNOW EVENT

A minor snow event is generally defined as two to four (2-4) inches of accumulation of snow within the roadway

Resources will be committed to Priority 1 streets first. No additional resources will be brought in for lower-priority roads. Only after Priority 1 streets are cleared will available resources be shifted to Priority 2 streets. Similarly, the same resources will be used to serve Priority 3 streets only after goals have been met on Priority 1 and 2 streets.

Priority 1 - Arterial and Major Collector Streets: Twenty-four hours per day, seven (7) days per week, when needed. Generally cleared within 12-24 hours after the end of the storm.

Priority 2 - Minor Collectors and Special Need Streets: After Priority 1 streets are completed. Twenty-four hours per day, seven (7) days per week, when needed. Generally cleared within 12-24 hours after the end of the storm.

Priority 3 - All Other Non-Priority 1 and 2 Streets: After Priority 1 and 2 streets are completed. Regular hours only. Generally cleared within 72 hours after the end of the storm.

AUTHORITY

The Street Superintendent or his designee during off-hours has the authority to call-out and direct snow removal resources.

ADDITIONAL RESOURCES NEEDED

- Overtime authorization
- Up to 36 employees from other divisions split into two (2) crews, 12-hour shifts of eighteen (18) employees per crew to operate snowplows and sanders
- 12-14 contractor supplied trucks for snow removal

PUBLIC INFORMATION

Requests for service will be handled by the Street Division ~~Office~~-Admin Assistant.

Informational press releases, media interviews, social media posts, text alerts, City website notifications, and other notifications as deemed appropriate that may include requesting snow removal parking compliance will be coordinated through the City's Public Information Officers.

MODERATE SNOW EVENT

A moderate snow event is generally defined as four to eight (4 - 8) inches of accumulation of snow within the roadway.

Resources will be committed to Priority 1 streets first. Only after Priority 1 streets are cleared will available resources be shifted to Priority 2 streets. Similarly, the same resources will be used to serve Priority 3 streets, only after needs have been met on Priority 1 and 2 streets.

Priority 1 - Arterial and Major Collector Streets: Twenty-four hours per day, seven (7) days per week, when needed. Generally cleared within 12-24 hours after the end of the storm

Priority 2 - Minor Collectors and Special Need Streets: After Priority 1 streets are complete. Twenty-four hours per day, seven (7) days per week, when needed. Generally cleared within 12-24 hours after the end of the storm.

Priority 3 - All Other Non-Priority 1 and 2 Streets: After Priority 1 and 2 streets are completed. Twenty-four hours per day, seven (7) days per week, when needed. Generally cleared within 72 hours after the end of the storm.

AUTHORITY

The Street Superintendent or his designee during off-hours has the authority to call-out and direct snow removal resources.

ADDITIONAL RESOURCES NEEDED

- Overtime authorization
- Up to 36 employees from other divisions split into two (2) crews, 12-hour shifts of eighteen (18) employees per crew, to operate snowplows and sanders

- 12-14 contractor supplied trucks for snow removal
- Additional contracted operators & equipment (graders, plows, etc.) may be used

PUBLIC INFORMATION

Requests for service will be handled by the Street Division ~~Office-Admin~~ Assistant.

Informational press releases, media interviews, social media posts, text alerts, City website notifications, and other notifications as deemed appropriate that may include requesting snow removal parking compliance will be coordinated through the City's Public Information Officers.

HEAVY SNOW EVENT

A heavy snow event is generally defined as eight to twelve (8 -12) inches of accumulation of snow within the roadway.

Street Division resources will be committed to Priority 1 streets first. Additional resources, as described below, will be brought in to clear lower-priority roads. Only after Priority 1 streets are cleared, will all resources be shifted to Priority 2 streets. All resources will be used to serve Priority 3 Streets only after needs have been met on Priority 1 and 2 streets.

Priority 1 - Arterial and Major Collector Streets: Twenty-four hours per day, seven (7) days per week, when needed. Generally cleared within 12-24 hours after the end of the storm.

Priority 2 - Minor Collectors and Special Need Streets: After Priority 1 streets are completed. Twenty-four hours per day, seven (7) days per week, when needed. Generally cleared within 24-48 hours after the end of the storm.

Priority 3 - All Other Non-Priority 1 and 2 Streets: After Priority 1 and 2 streets are completed. Twenty-four hours per day, seven (7) days per week, when needed. Generally cleared within 72 hours after the end of the storm.

During major storms, traffic on low-priority streets usually causes the snow to become packed or icy, before it can be plowed. In these cases, it may take days or even weeks to remove the packed snow and ice from these streets.

AUTHORITY

The Street Superintendent or his designee during off-hours has the authority to call-out

and direct snow removal resources.

ADDITIONAL RESOURCES NEEDED

- Overtime authorization
- Up to 36 employees from other divisions split into two (2) crews, 12-hour shifts of eighteen (18) employees per crew, to operate snowplows and sanders
- Additional employee from Sanitation Division to assist Street Division with calls as needed
- 12-14 contractor supplied trucks for snow removal
- Additional contracted operators & snow removal equipment as required

PUBLIC INFORMATION

Requests for service will be handled by the Street and Sanitation Division [Office Admin](#) Assistants.

Informational press releases, media interviews, social media posts, text alerts, City website notifications, and other notifications as deemed appropriate that may include requesting snow removal parking compliance will be coordinated through the City's Public Information Officers.

SNOW EMERGENCY

A snow emergency is generally defined as more than twelve (12) inches of snow within the roadway.

Resources will be committed to Priority 1 streets first. Additional resources, as described below, will be brought in to clear lower-priority roads. Only after Priority 1 streets are cleared, will all resources be shifted to Priority 2 streets. All resources will be used to serve Priority 3 streets only after needs have been met on Priority 1 and 2 streets.

Priority 1 - Arterial and Major Collector Streets: Twenty-four hours per day, seven (7) days per week, when needed. Generally cleared within [12-24](#) hours after the end of the storm.

Priority 2 - Minor Collectors and Special Need Streets: After Priority 1 streets are completed. Twenty-four hours per day, seven (7) days per week, when needed. Generally cleared within 24-48 hours after the end of the storm.

Priority 3 - All Other Non-Priority 1 and 2 Streets: After Priority 1 and 2 streets are completed. Twenty-four hours per day, seven (7) days per week, when needed. Generally cleared within 72 hours after the end of the storm.

AUTHORITY

The Street Superintendent or his designee during off-hours has the authority to call-out and direct snow removal resources. The Public Works Director authorizes additional resources from within the Department and coordinates press releases and other public information updates through the City's Public Information Officers. The Public Works Director may also seek assistance from other Departments within the City to provide additional labor to meet the conditions.

ADDITIONAL RESOURCES NEEDED

- Overtime authorization
- Up to 36 employees from other divisions split into two (2) crews, 12-hour shifts of eighteen (18) employees per crew, to operate snowplows and sanders
- Additional employee from Sanitation Division to assist Street Division with calls
- 12-14 contractor supplied trucks for snow removal
- Additional contracted operators & snow removal equipment as required

PUBLIC INFORMATION

Requests for service will be handled by the Street and Sanitation Division [Office Admin](#) Assistants.

Informational press releases, media interviews, social media posts, text alerts, City website notifications, and other notifications as deemed appropriate that may include requesting snow removal parking compliance will be coordinated through the City's Public Information Officers.

V. PUBLIC INFORMATION

ON-STREET PARKING

It is dangerous and difficult to plow narrow streets that are congested with parked vehicles. Plowing around parked cars limits the effectiveness of snow removal activities. Some narrow streets may not be plowed if equipment cannot safely drive down them. The most helpful thing residents can do to facilitate snow removal is to move vehicles off the street and encourage their neighbors to do the same.

To facilitate snow removal, City ordinance prohibits on-street parking whenever there is a qualifying Snow Event. A Snow Event is an occurrence in which more than two (2) inches of snow accumulates on the roadway as determined by the City and as posted on the City's official website (www.idahofalls.gov). Any vehicles parked on streets within Idaho Falls ~~after~~ during a Snow Event will be subject to ticketing, relocation, and towing in accordance with snow removal parking restrictions. Visit the City website for updates and more information (*Idaho Falls City Code Title 9 Chapter 5*)

SNOW BLOWING

Blowing, throwing or pushing snow from driveways and walks into the street creates additional work for snowplow operators and may create significant traffic hazards. Some businesses and residents have pushed large piles of snow into the street, hoping it would melt quickly. The snow pile is a hazard itself, but the ice created when the melting snow refreezes can make the situation even more dangerous. Move snow onto landscaped areas in the yard or parking lot. City Code prohibits placing snow upon any public street, sidewalk, easement, right-of-way, or public way, alleyway or sidewalk. (*Idaho Falls City Code Title 8 Chapter 10*)

CUL-DE-SACS

There are approximately ~~462~~ 468 cul-de-sacs in Idaho Falls. It takes considerably longer to clear snow from cul-de-sacs than other "uninterrupted" stretches of City streets. Because of the high cost-to-benefit ratio, cul-de-sacs and dead-end streets have the lowest priority for snow removal. Cul-de-sacs will be plowed, but it will likely be several days after a major storm ends before snow is removed from the middle of cul-de-sac.

SIDEWALKS

Snowplow operators try to avoid placing snow on sidewalks, but in some instances this may not be possible. The adjacent property owner is responsible to keep sidewalks clear.

WHAT CAN I DO IF I AM ELDERLY AND/OR DISABLED AND CAN'T SHOVEL SNOW FROM MY SIDEWALK?

The City does not have the resources to provide snow removal from sidewalks. Please plan to make arrangements with a relative, friend or neighbor for help. If you, your business, organization, family or other volunteer group would like to assist with sidewalk snow removal in our community, we would recommend starting a snow removal volunteer project through www.justserve.org. Once a project is created, those who need assistance can go to this website to find assistance.

RESIDENTIAL DRIVEWAYS

One of the most frequent concerns in the removal of snow from public streets is snow being deposited at the approach to residential driveways during plowing operations. As plows travel along streets, the snow accumulated on the plow blade has no place to go but on to the adjacent street landscaping areas and in driveways. The more snow that has fallen, the greater the problem encountered. As a service to the residents of Idaho Falls, an approximate 10-foot-wide section will be opened by City crews at the driveway approach to allow access from the driveway to the street in case of an emergency.

Residents can help this situation by piling snow they have shoveled from their driveways on to the right side facing the street, instead of placing it on both sides at the end of the driveway. By doing so operators can avoid carrying piles from the “upstream” portion of the street back across driveways.

ALLEYWAYS

Alleyways are plowed on an as needed basis by the Sanitation Division for sanitation vehicles only.

MAIL DELIVERY

City snow removal operators make every effort to remove snow as close to the curb as practical and to provide access to mailboxes for postal carriers. However, it is not always possible to provide ideal conditions and not damage mailboxes with the size and type of equipment the City operates. Therefore, the final cleaning adjacent to mailboxes is the responsibility of each resident.

If there is an accumulation of snow blocking your mailbox, either

remove the snow or set out a temporary box, bucket, plastic tub or garbage receptacle that can be reached by your letter carrier and label it with your address and the words "U.S. Mail."

BROKEN TREE LIMBS

During heavy storms, tree limbs may be broken. Please call (208) 612-8490 to report limbs blocking traffic.

Broken limbs outside the roadway are the responsibility of the tree owner. Limbs can be cut and bundled for bulky waste pickup. Call the Sanitation Division to schedule pickup at (208) 612-8491. Branches and limbs must be tied in bundles less than four (4) feet in length and not more than 50 pounds in weight per bundle.

PROPERTY DAMAGE CLAIMS

Incidents involving contact between City equipment and private property typically occur within the public right-of-way. Although the public right-of-way is maintained by the adjacent property owner, there are times when the right-of-way is the only available space to store excess snow removed from the roads. A City right-of-way is an easement which is a privilege or a right, distinct from ownership. It is commonly defined as roadways and alleys however sidewalks, curbs and gutters, landscaping and parking strips, and driveway approaches are included in public rights-of-way. Those areas may be necessary to serve as excess snow storage, therefore, actions taken by operators can occasionally result in property damage, particularly during blizzard conditions or night-time snow plowing.

In the event of damage to private property during snow removal, the property owner should file a claim with the City Clerk's Office by calling (208) 612-8415 or a claim form can be printed off from the City of Idaho Falls website: idahofalls.gov. It can then be filled out, and returned to the City Clerk's [office-Office](#) in person, by mail, fax or e-mail. The claim will then be reviewed to determine if the damage was a result of impact with a plow blade or other piece of equipment. It should be noted that mailboxes should be constructed solidly to withstand the force of snow rolling off a plow.

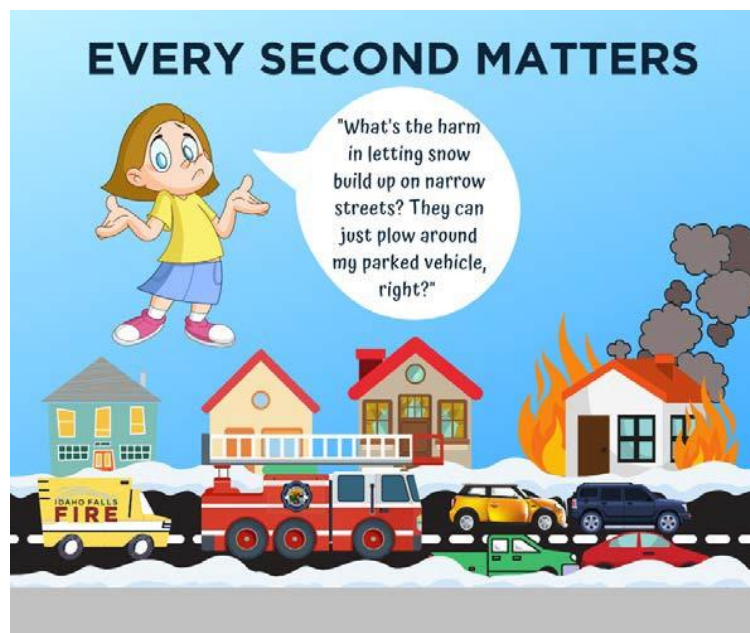
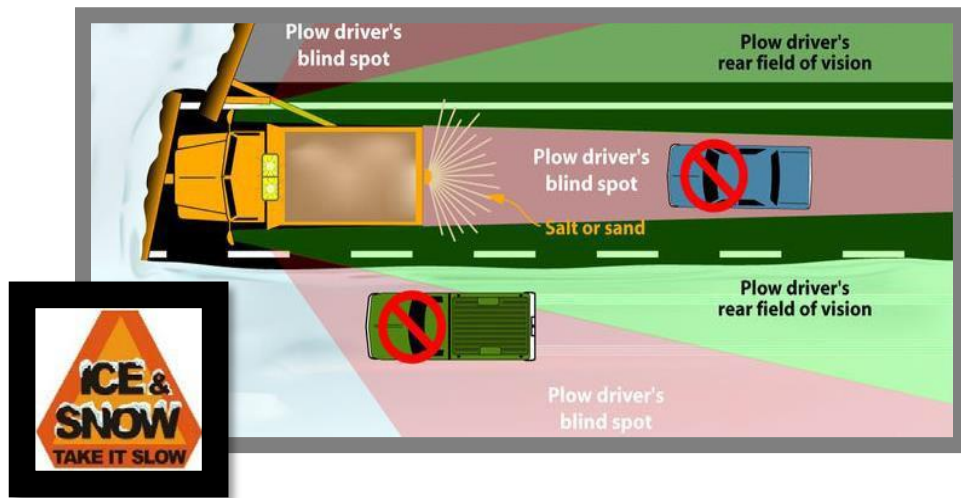
The weight of accumulating snow may cause damage to structures. Such damage is the responsibility of the resident and their insurance company.

City of Idaho Falls Clerk's Office

Physical Address:	308 Constitution Way Idaho Falls ID, 83402
Mailing Address:	P.O. Box 50220 Idaho Falls, ID 83405
E-mail:	ifclerk@idahofalls.gov
Phone:	(208) 612-8415
Fax:	(208) 612-8560

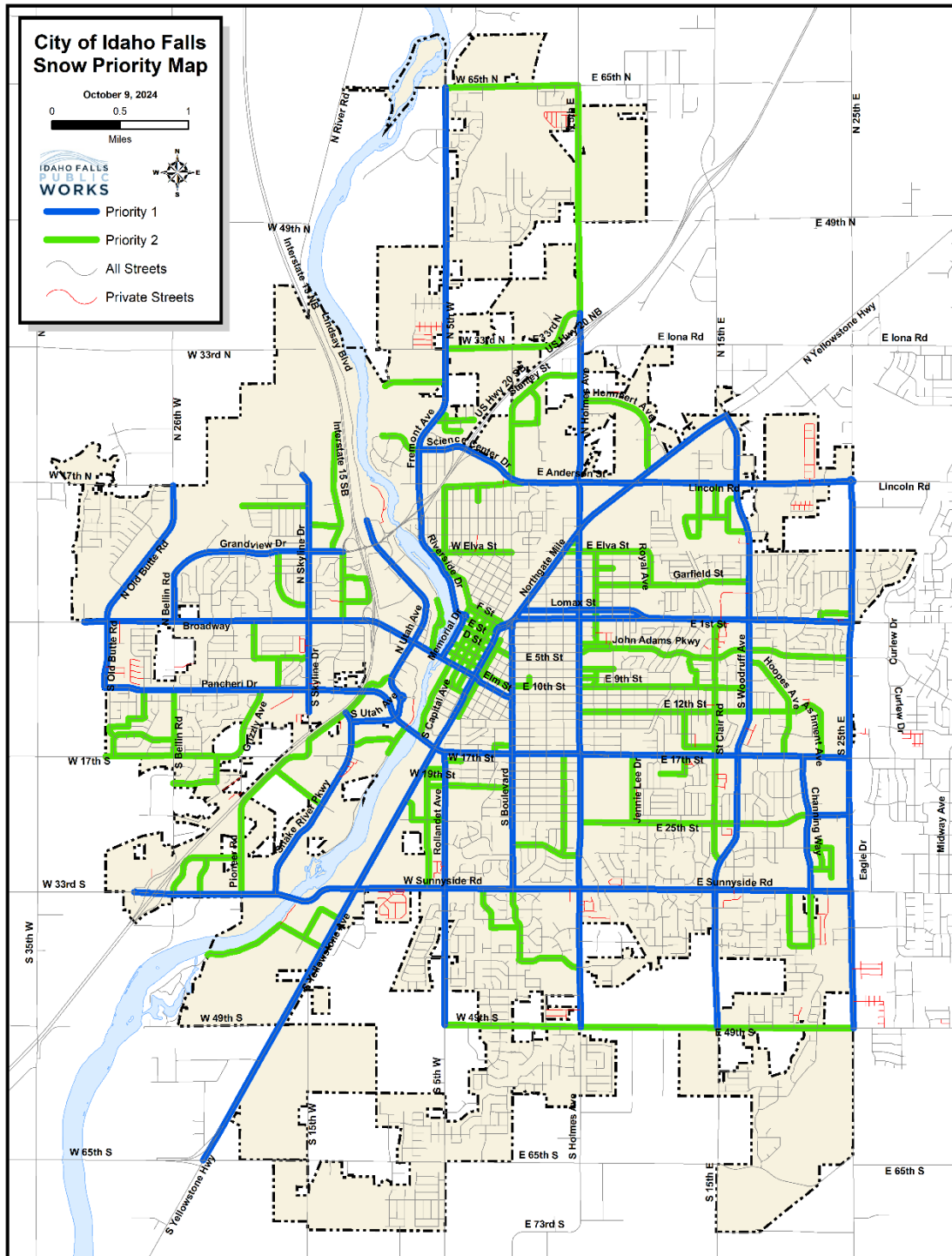
SAFETY TIPS

- When trucks are plowing snow and spreading sanding material, stay back from the vehicle 100 feet to avoid problems.
- Plow trucks often have to back up. There are blind spots in the mirrors. For your safety, do not pull up directly behind them. They may not be able to see you.
- When cleaning driveways or parking lots, do not put snow in the street. This can cause problems for other motorists.
- Plow trucks generally push snow to the passenger side of the truck (right side when looking at it from the rear). Never attempt to pass a truck on the right since there can be much more snow on that side of the vehicle.

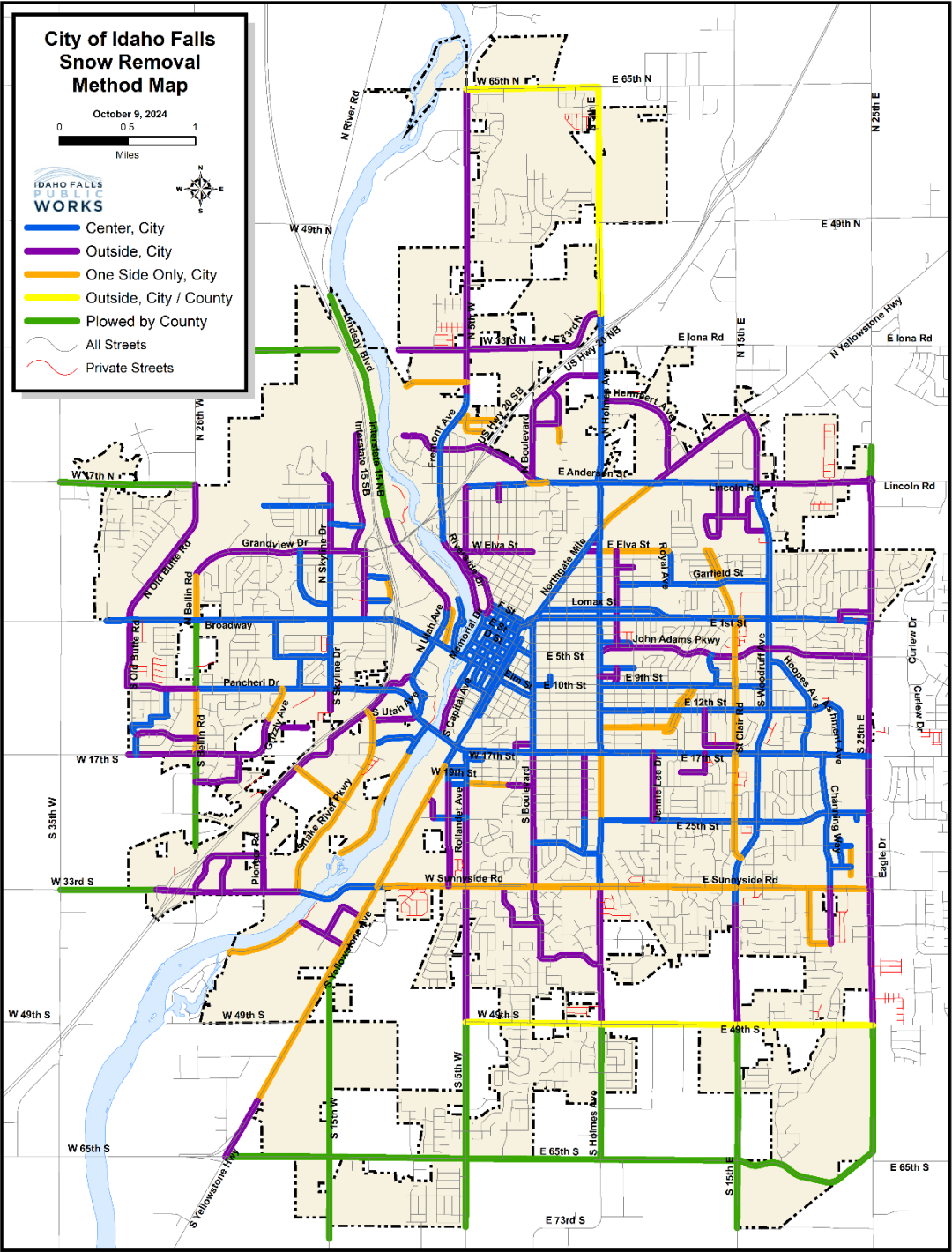


VI. APPENDICES

A. Snow Priority Map



B. Snow Removal Method Map



C. Idaho Transportation Department Maintenance Agreement

File #: 24-375

City Council Meeting

FROM: Wade Sanner, Director
DATE: Thursday, October 17, 2024
DEPARTMENT: Community Development Services

Subject

Quasi-judicial Public Hearing-Rezone from R3A, Residential Mixed Use with the PT, Planned Transition Overlay Zone to LC, Limited Commercial with the PT, Planned Transition Overlay Zone, Zoning Ordinance and Reasoned Statement of Relevant Criteria and Standards for approximately 1.02 acres in Lot 3, Block 1, Juniper Hills Plaza.

Council Action Desired

☒ Ordinance ☐ Resolution ☒ Public Hearing
☐ Other Action (Approval, Authorization, Ratification, etc.)

1. Approve the Ordinance Rezoning approximately 1.02 acres in Lot 3, Block 1, Juniper Hills Plaza from R3A, Residential Mixed Use with the PT, Planned Transition Overlay Zone to LC, Limited Commercial with the PT, Planned Transition Overlay Zone, 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 Rezone from R3A with the PT Overlay Zone to LC with the PT Overlay Zone 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 is the application for Rezoning approximately 1.02 acres from R3A with PT Overlay Zone to LC with PT Overlay Zone, Zoning Ordinance, and Reasoned Statement of Relevant Criteria and Standards for approximately 1.02 acres in Lot 3, Block 1, Juniper Hills Plaza. The Planning and Zoning Commission considered this item at its October 1, 2024, meeting and unanimously voted to recommend approval of the zone change from R3A with the PT Overlay Zone to LC with the PT Overlay Zone to the Mayor and City Council as presented.

Alignment with City & Department Planning Objectives



The rationale for rezoning must be consistent with the principles of the Comprehensive Plan, which includes policies and goals related to Good Governance, Growth, Sustainability, and Livable Communities.

Interdepartmental Coordination

N/A

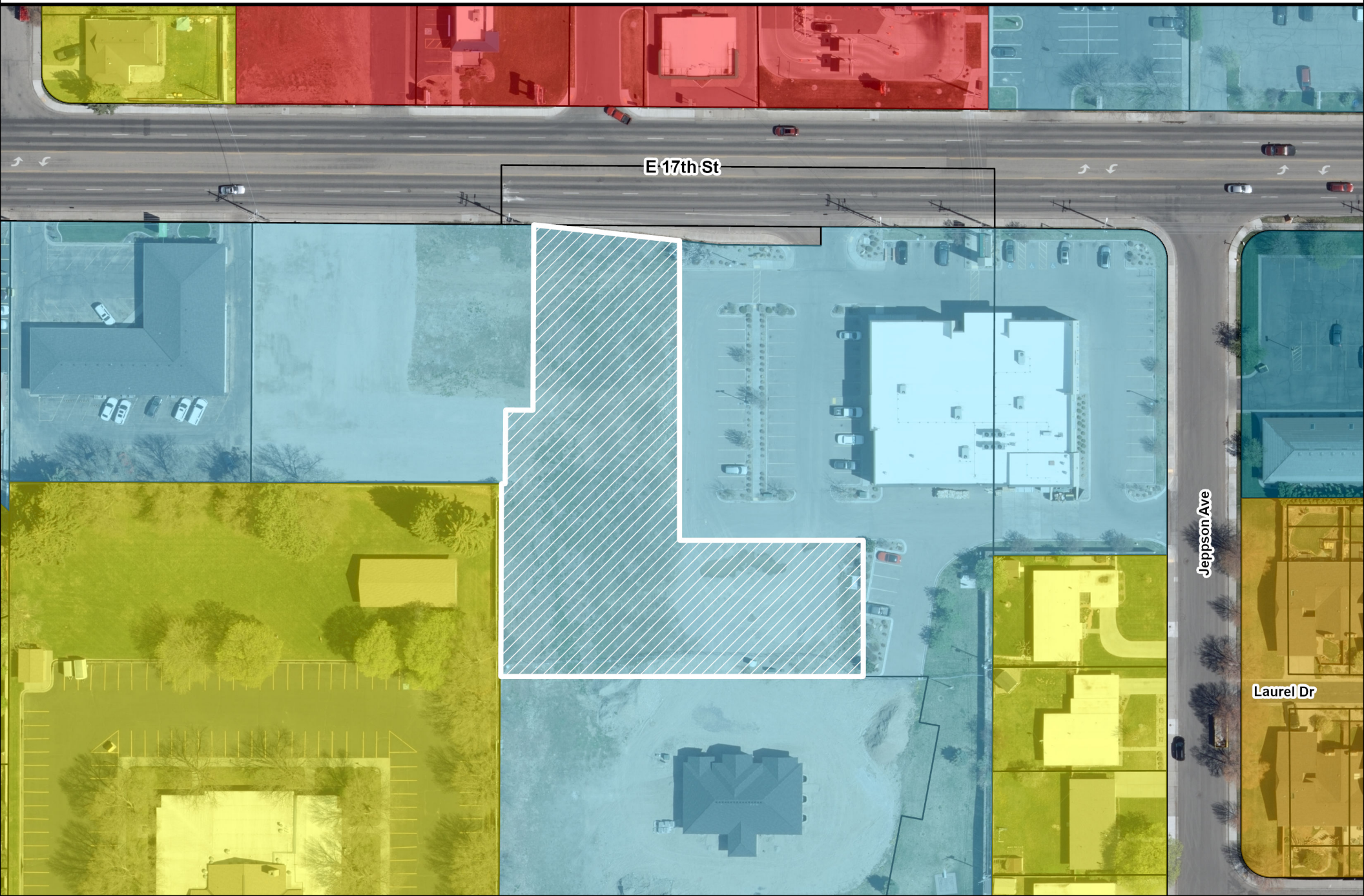
Fiscal Impact

N/A

Legal Review

The application and ordinance have been reviewed by the Legal Department pursuant to applicable law.

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



E 17th St

Jeppson Ave

Laurel Dr



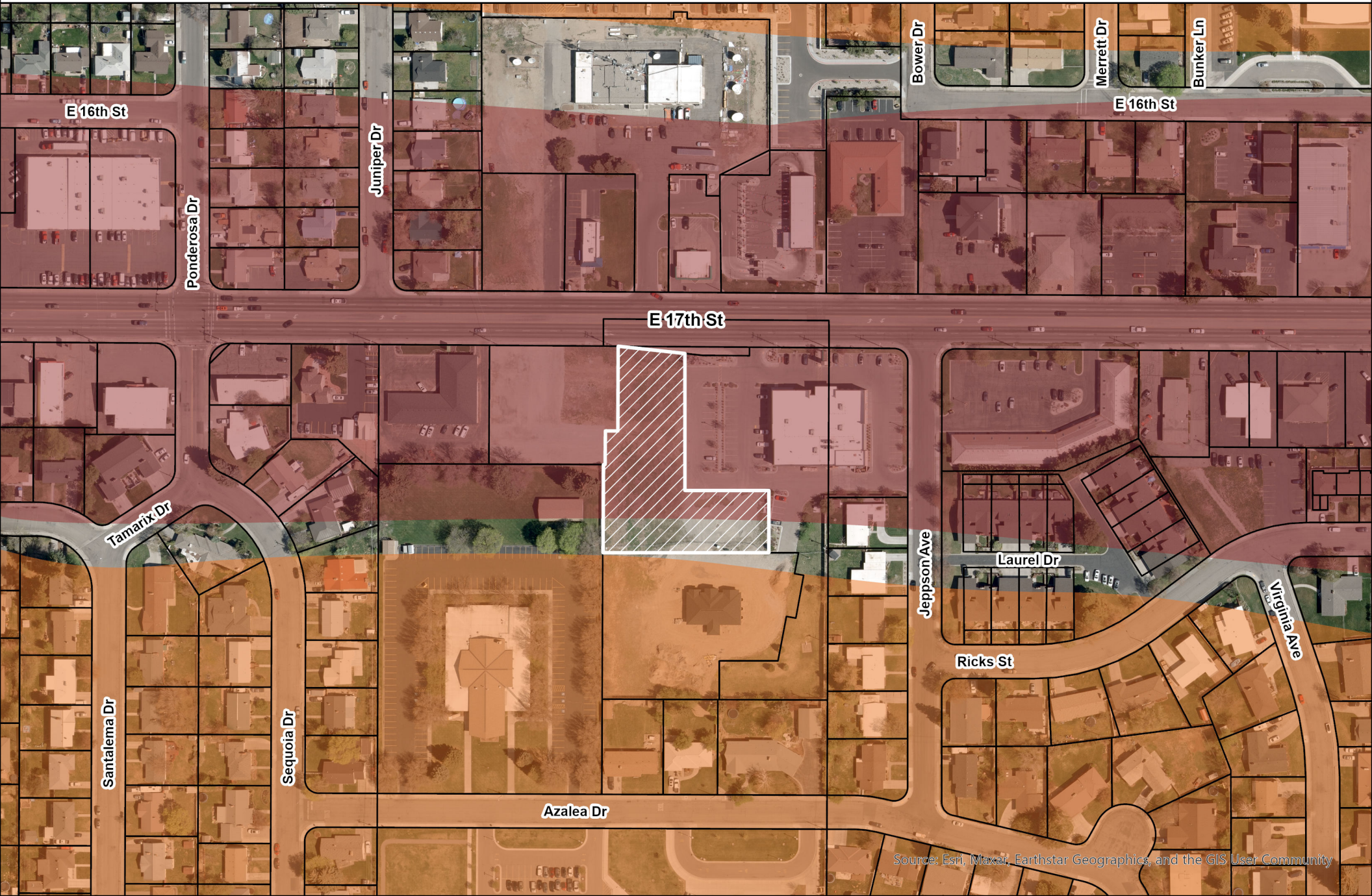
E 17th St

Jeppson Ave

Laurel Dr

Ricks St

- General Urban
- Mixed Use Centers and Corridors
- Special Use
- Urban Core
- Industrial
- Natural and Open Space
- Suburban



STAFF REPORT

**Rezone from R3A, Residential Mixed Use with the PT, Planned Transition Overlay Zone
to LC, Limited Commercial with the PT, Planned Transition Overlay Zone
Lot 3, Block 1 of Juniper Hills Plaza
October 24, 2024**



Community
Development
Services

Applicant: Hawkins
Companies LLC

Owner: IF Holdings LLC

Project Manager: Naysha
Foster

Location: Generally located
north of Azalea Drive, east of
Ponderosa Drive, south of E
17th Street, west of Jeppson
Avenue.

Size: Approximately 1.02
acres

Existing Zoning:

Site: R3A & PT Overlay
North: LC & T1 Overlay
South: R3A & PT Overlay
East: R3A & PT Overlay
West: R3A w/ PT Overlay &
R1

Existing Land Uses:

Site: Vacant
North: Commercial
South: Commercial
East: Commercial
West: Commercial & a
Church

Future Land Use Map:

Mixed Use Centers and
Corridors

Attachments:

1. Zoning Ordinance
Information
2. Comprehensive Plan
Policies
3. Maps and aerial photos

Requested Action: To approve the rezone from R3A, Residential
Mixed Use to LC, Limited Commercial.

History: This property was annexed into the City in 1958. The
property was platted in 2013 and part of a commercial master
planned development as phase 2 in 2013. The property was zoned
R3A with the PT Overlay Zone and stayed R3A with the PT
Overlay Zone with the 2018 City Wide Zone Change.

Staff Comments: The applicant applied for the rezone on August
23, 2024. A neighborhood meeting was held according to the
Zoning ordinance. The requested zone is LC, Limited Commercial.
The property is contiguous to LC zoning to the north. Only the
underlying zone would change. The PT Overlay Zone would
remain. The purpose of the PT Zone is to maintain land use
compatibility and conformity by providing for additional
performance standards for development within this zone. It fronts a
local street, E 17th Street a major arterial. There is currently a shared
access with a deceleration lane.

This zone is characterized by small scale commercial uses that are
easily accessible by pedestrian and non-motorized vehicles for
residents in the surrounding area.

The Comprehensive Plan designates this area as Mixed Use Centers
and Corridors, which denotes areas where people tend to shop, eat
and gather. These areas include all housing types but generally at a
more intense scale than other areas. These areas include mixed-use
buildings, recreation centers and commercial uses. The requested
LC Zone is consistent with the Mixed Use Centers and Corridors
designation within the Comprehensive Plan.

Staff Recommendation: Staff has reviewed the application and
finds the request consistent with the Comprehensive Plan and the
surrounding zoning of the area. Staff recommend approval of the
rezone from R3A to LC.

Rezoning

Considerations: Because the comprehensive plan provides only general guidance for zoning decisions, the Planning Commission shall also take the following considerations into account:

Criteria for Rezoning Section 11-6- 5(I) of Ordinance	Staff Comment
The Zoning is consistent with the principles of City's adopted Comprehensive Plan, as required by Idaho Code.	The LC zone is consistent with the Mixed Use Centers and Corridors transect in the City's adopted Comprehensive Plan.
The potential for traffic congestion as a result of development or changing land use in the area and need that may be created for wider streets, additional turning lanes and signals, and other transportation improvements	If the commercial development creates 200 trips during peak hour the City engineer will require a traffic study to determine a wider street, turn lanes or signaled intersections.
The potential for exceeding the capacity of existing public services, including, but not limited to: schools, public safety services, emergency medical services, solid waste collection and disposal, water and sewer services, other public utilities, and parks and recreational services	The LC zone will not create a larger impact on public services than the existing R3A zone.
The potential for nuisances or health and safety hazards that could have an adverse effect on adjoining properties	The provisions of the HC standards, including but not limited to landscape buffers, will reduce the potential for nuisances or adverse effect on adjoining properties.
Recent changes in land use on adjoining parcels or in the neighborhood of the proposed zoning map amendment	The property is contiguous to LC and commercial uses to the north.
Zoning Application Questions:	Applicant's Response:
Explain how the proposed change is in accordance with the City of Idaho Falls Comprehensive Plan.	The proposed limited commercial zoning change aligns with the City of Idaho Falls Comprehensive Plan by supporting its vision for balanced and sustainable growth. It matches the Future Land Use Map's vision for commercial development, addresses growth impacts and aligns with the plan's goals for the economic development and improved land use efficiency. The change enhances community quality of life by providing new commercial opportunities and supporting the plans action items and strategies.
What changes have occurred in the area to justify the request for rezone?	The subject is currently zoned R3A and under the Planned Transition Overlay district, while being surrounded by commercial zoning. Given the size of the parcel, the community's needs and the and the recommendation from the City Planner, we believe that limited commercial zoning would be a good fit for the location and would justify the request for rezoning. The rezone application will retain the Planned Transition Overlay district.
Are there existing land uses in the area similar to	Yes, Commercial Zoning.

the proposed use?	
Is the site large enough to accommodate required access, parking, landscaping, etc. for the proposed use?	Yes. The total site area is 1.02 acres and will accommodate required access, parking, landscaping, etc. required by the Zoning Code and City's recommendation for the proposed use.

Transportation Plan: 17th Street is a major arterial.

Zoning Ordinance:

11-3-5: PURPOSE OF COMMERCIAL ZONES

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.

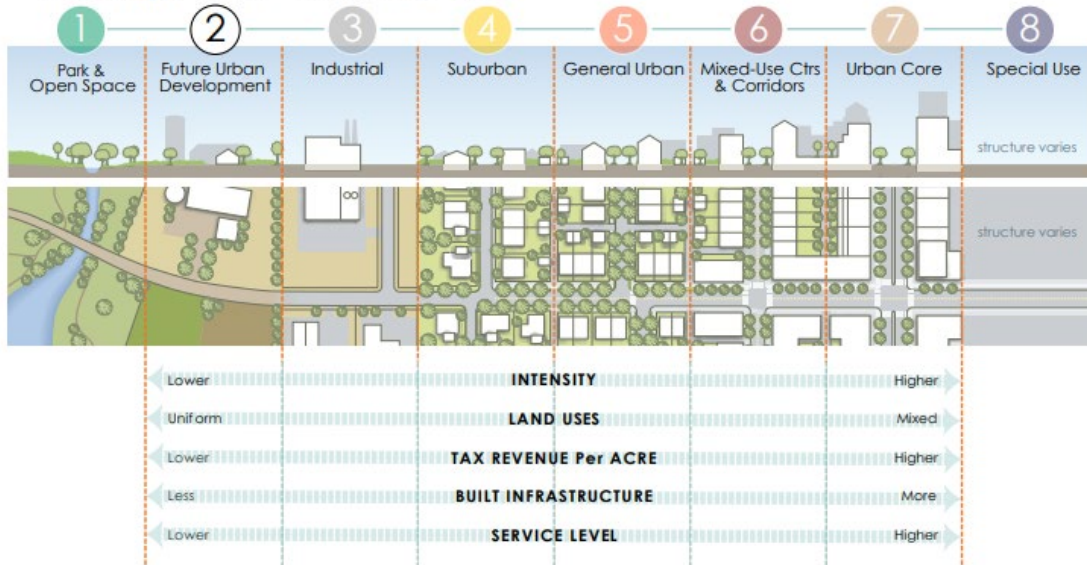
Table 11-3-5: Dimensional Standards for Commercial Zones

	CC	PB	LC	HC
Site width at front setback - Minimum in ft.		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 (1-3) of this Zoning Code.				

(Ord. 3233, 12-20-18) (Ord. 3277, 10-10-19)

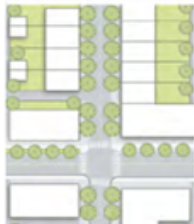
Comprehensive Plan Policies:

ImagineIT Transects



6

Mixed Use Ctrs & Corridors



6. Mixed-Use Centers & Corridors

Snapshot: The Mixed-Use Centers and Corridors Transect denotes areas where people tend to shop, eat and gather. These areas include all housing types but generally at a more intense scale than other areas. These areas also include mixed-use buildings, recreation centers and commercial uses. Mixed-Use Centers and corridors may vary in scale from large, regional commercial centers with supportive housing to smaller commercial pockets called walkable centers that support a well-connected, walkable neighborhood.

Local examples: Northgate Mile and 1st Street corridors, Intersection of 65th South and 5th West, Intersection of Skyline and Broadway, Snake River Landing

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

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

P = permitted use. C1 = administrative conditional use. C2 = Board of Adjustment conditional use. C3 = 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
Dry Cleaning				P	
Dwelling, Accessory Unit *		P	P	P	P
Dwelling, Multi-Unit*		P	P		P
Dwelling, Multi-Unit Attached*		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
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

Proposed Land Use Classification	PB	CC	LC	HC	PT
Industry, Craftsman	P	P	P	P	
Industry, Light		P		P	
Information Technology	P	P	P	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 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)
(Ord. 3358, 12-10-20) (Ord. 3451, 3-31-22) (Ord. 3574, 6-13-24)

CHAPTER 5 OVERLAY ZONES REGULATIONS

- 11-5-1: PT Planned Transition Zone
- 11-5-2: Wireless Communications Towers and Antennas
- 11-5-3: Airport Overlay Zone

11-5-1: PT PLANNED TRANSITION ZONE.

- (A) Purpose. The purpose of the PT Planned Transition Zones is designed to maintain land use compatibility and enhance the functioning of arterial streets by requiring conformity to performance standards as set forth in this Section.
- (B) Allowed Uses and Structures.
 - (1) Refer to the underlying zone for allowed residential uses.
 - (2) See Table 11-2-2 for uses allowed in addition to the uses allowed by the underlying zone. (Ord. 3496, 12-8-22)
- (C) General Requirements.
 - (1) No use shall be made of any property within the PT Zone without prior application and approval as set forth in Chapter 6 Administration of this Code.
 - (2) All development in the PT Zone shall comply with the requirements of this Code and the City of Idaho Falls Subdivision Ordinance, except where the performance standards established in this Section impose more stringent requirements, then the performance standards shall control.
- (D) Dimensional Standards.
 - (1) Minimum Size. When developing a site for a use not permitted by the underlying zone, the sites shall have a minimum size of at least thirty-thousand square feet (30,000 ft²). A waiver from the minimum lot size may be granted subject to the provisions for review set forth in Section 11-6-5H. (Ord. 3496, 12-8-22)
 - (2) Maximum Lot Coverage. Maximum lot coverage shall be fifty percent (50%) for multi-unit residential uses and seventy percent (70%) for commercial uses.
 - (3) Maximum Building Height. Maximum building height shall not be any higher than four feet (4') above the highest point of any building located on any property contiguous to the proposed use.
 - (4) Exceptions to the dimensional standards may be approved as set forth in Chapter 6 Administration of this Code.
- (E) Performance Standards. (Ord. 3210, 8-23-18)
 - (1) Buffering. All uses shall be effectively buffered to screen adjoining streets or uses from sight, sound, micro climatic or other adverse impacts. Such buffers shall be installed in accordance with the standards set forth below:
 - (a) Whenever practical, existing trees shall be saved and used in buffers or other landscaping on the site.

- (b) All commercial uses shall provide an effective buffer along arterial streets that includes street trees in a ten foot (10') wide planting strip, and an effective landscaping or shrubbery buffer between the sidewalk and parking lots and buildings.
 - (c) Where high density residential uses border an arterial street, parking shall be used as part of a buffer that includes street trees in a ten foot (10') wide planting strip, the sidewalk, and an effective buffer between sidewalk and the parking area.
 - (d) All uses shall provide a buffer along non-arterial streets, including street trees at forty foot (40') centers in an eight foot (8') wide planting strip between the sidewalk and parking lots or buildings. The buffer shall cause the non-arterial streets to appear residential in character, even when used for access to commercial uses.
 - (e) Outdoor storage, loading, and service areas shall be screened from public streets or adjoining properties. Separate screening is not required where required buffers fulfill this standard.
- (2) Hours of Operation. A commercial use within the PT Zone shall not be open to the public between the hours of 11:00 p.m. and 6:00 a.m.

11-5-2: WIRELESS COMMUNICATIONS TOWERS AND ANTENNAS.

(A) Purpose. The purposes of this Section include:

- (1) Protection of residential areas, land uses, and people from potential adverse impacts of towers and antennas;
- (2) Encouraging the location of towers in non-residential areas;
- (3) Minimizing the total number of towers throughout the community;
- (4) Encouraging the joint use of new and existing tower sites as a primary location rather than construction of additional single-use towers;
- (5) Encouraging users of towers and antennas to locate them, to the extent possible, in areas where the adverse impact on the community is minimal;
- (6) Encouraging users of towers and antennas to configure them in a way that minimizes the adverse visual impact of the towers and antennas through careful design, siting, landscape screening, and innovative camouflaging techniques and sensitivity to the character and aesthetics of neighborhoods and areas (including the Central Business District);
- (7) Enhancing the ability of the providers of telecommunications services to provide such services to the community effectively and efficiently;
- (8) Consider the public health and safety of communication towers;
- (9) Avoiding, where possible, potential damage to contiguous properties from tower failure through engineering and careful siting of tower structures.

(B) Applicability. The provisions of this Section shall apply to the siting, design, and maintenance of all communication towers and antennas in City limits except for the following:

- (1) Amateur radio station operators and receive-only antennas under seventy feet (70') in height; and owned and operated by a federally-licensed amateur radio station operator or used exclusively for receive-only antennas.

October 1, 2024

7:00 p.m.

Planning Department

City Annex Council Chambers

MEMBERS PRESENT: Commissioners Glen Ogden, Dale Storer, Bill Scott, Forrest Ihler.

MEMBERS ABSENT: Marsha McDaniel, Arnold Cantu.

ALSO PRESENT: Assistant Planning Director Kerry Beutler, David Peterson Planner, Naysha Foster, Caitlin Long Planner, Michael Kirkham, Esq, City Attorney, and interested citizens.

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

MINUTES: Ihler moved to accept the minutes of September 3, 2024, Scott seconded the motion. The motion passed unanimously.

Public Hearing:

3. RZN 24-009: REZONE FROM R3A to LC for JUNIPER HILLS PLAZA. LOT 3, BLOCK 1, JUNIPER HILLS PLAZA.

Ogden opened the public hearing.

Applicant: Angeline Hugh, Hawkins Company LLC. 1260 E 17th Street, Idaho Falls, Idaho. Hugh gave a company overview for Hawkins Company, LLC. They have developed of many projects in many states. Hawkins stated that the SW Corner of 17th Street and Jefferson and is 1.02 acres. The property is zoned R3A with PT Overlay, and the LC rezone aligns with the City of Idaho Falls Plans for sustainable growth. Hugh believes that LC would be a good fit for this parcel, and they request the rezone as presented.

Ogden asked if the neighbor to the east is Natural Grocers, and south is medical office. Hugh confirmed that is the correct area.

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

Ogden asked what is allowed by moving to LC that is not allowed in R3A. Foster stated that Table 11-2-2 shows that LC allows more of a commercial use where the R3A is primarily high density residential and allows small scale professional businesses. Ogden asked about Whole Foods. Beutler stated that R3A allows for retail and office, and LC would expand that to most commercial uses.

No one appeared in Support/Opposition.

Ogden closed the public hearing.

Ihler moved to recommend to the Mayor and City Council approval of the rezone from R3A with Planned Transition Overlay to LC with Planned Transition Overlay. Scott seconded the motion. Ogden called for roll call vote: Storer, yes; Ihler, yes; Ogden, yes; Scott, 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 REZONING OF APPROXIMATELY 1.02 ACRES AS DESCRIBED IN SECTION 1 OF THIS ORDINANCE FROM R3A, RESIDENTIAL MIXED USE WITH PT, PLANNED TRANSITION OVERLAY ZONE TO LC, LIMITED COMMERCIAL WITH PT, PLANNED TRANSITION OVERLAY ZONE; AND PROVIDING SEVERABILITY, PUBLICATION BY SUMMARY, AND ESTABLISHING EFFECTIVE DATE.

WHEREAS, the proposed zoning district of lands described in Section 1 is LC Zone with PT Overlay Zone for such annexed lands and such zoning is consistent with the current City of Idaho Falls Comprehensive Plan Land use designation Mixed Use Centers and Corridors; and

WHEREAS, the proposed zoning district is consistent and compatible with the existing and surrounding zoning districts and is consistent with the City of Idaho Falls Comprehensive Plan; and

WHEREAS, Idaho Falls Planning and Zoning Commission held a duly noticed public hearing on October 1, 2024, and recommended approval of zoning the subject property to LC Zone with PT, Overlay Zone; and

WHEREAS, the Idaho Falls City Council conducted a duly noticed public hearing and passed a motion to approve this zoning on October 24, 2024.

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

SECTION 1: LEGAL DESCRIPTION:

This ordinance shall apply to the following described lands in Idaho Falls, Idaho, Bonneville County, to-wit:

Approximately 1.02 acres, lot 3, block 1 of Juniper Hills Plaza.

SECTION 2. Zoning. That the property described in Section 1 of this Ordinance be and the same hereby is zoned "LC Zone with PT Overlay 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 3. 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 4. 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 5. 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 _____, 2024.

CITY OF IDAHO FALLS, IDAHO

Rebecca L. Noah Casper, Mayor

ATTEST:

Corrin Wilde, City Clerk

(SEAL)

STATE OF IDAHO)
) ss:
County of Bonneville)

I, CORRIN WILDE, 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 REZONING OF APPROXIMATELY 1.02 ACRES AS DESCRIBED IN SECTION 1 OF THIS ORDINANCE FROM R3A RESIDENTIAL MIXED USE WITH PT, PLANNED TRANISTION OVERLAY ZONE TO LC, LIMITED COMMERCIAL WITH PT PLANNED TRANTION OVERLAY ZONE; AND PROVIDING SEVERABILITY, PUBLICATION BY SUMMARY, AND ESTABLISHING EFFECTIVE DATE.”

Corrin Wilde, City Clerk

REASONED STATEMENT OF RELEVANT CRITERIA AND STANDARDS

ZONE CHANGE FROM R3A, RESIDENTIAL MIXED USE WITH PT, PLANNED TRANSITION OVERLAY ZONE TO LC, LIMITED COMMERCIAL WITH PT, PLANNED TRANSITION OVERLAY ZONE, GENERALLY LOCATED NORTH OF AZALEA DRIVE, EAST OF PONDEROSA DRIVE, SOUTH OF E 17TH STREET, WEST OF JEPPSON AVENUE.

WHEREAS, the applicant filed an application for a rezone on August 23, 2024; and

WHEREAS, this matter came before the Idaho Falls Planning and Zoning Commission during a duly noticed public hearing on October 1, 2024; and

WHEREAS, this matter came before the Idaho Falls City Council during a duly noticed public hearing on October 24, 2024; 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, the Local Land Use Planning Act, and other applicable development regulations.
2. The property is approximately 1.02 acres generally located north of Azalea Dr, east of Ponderosa Dr, south of E 17th St, west of Jeppson Ave.
3. The Comprehensive Plan designates this area as Mixed Use Centers and Corridors.
4. The proposed zoning of LC is consistent with the Comprehensive Plan map, and policies and existing zoning and land uses in the area.
5. The PT Overlay Zone will remain and create consistency with surrounding properties.
6. Idaho Falls Planning and Zoning Commission recommended approval of zoning of the property to LC, Limited Commercial.

II. DECISION

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

PASSED BY CITY COUNCIL OF THE CITY OF IDAHO FALLS

THIS _____ DAY OF _____, 2024

Rebecca L. Noah Casper - Mayor



Application for Rezone

Filing Fee: \$600.00

Applicant Information		
Representing Company: Hawkins Companies LLC		
Contact Name: Angeline Ji Ling	Phone: 208-908-5638	
Address: 855 W Broad St, Ste 300	Fax: -	
City: Boise	State: ID	Zip: 83702
Email: ajiling@hcollc.com		
Owner Information (if other than applicant)		
Name: IF Holdings, LLC	Phone: 208-932-4040	
Address: 490 E Main #630216	Fax:	
City: Rockville	State: UT	Zip: 84763
Email: ajandersen@gmail.com		
Property for Consideration		
Legal Description (i.e. Lot, Block, Subdivision, Division No. or attach a copy of the Meets & Bounds description when applicable): Parcel I: Lot 3, Block 1, Juniper Hills Plaza, an addition to the City of Idaho Falls, Bonneville County, Idaho, according to the plat recorded July 3, 2013, as Instrument No. 1450707 and Amended by Affidavit of Correction recorded July 8, 2013 as Instrument No. 1450851, records of Bonneville County, Idaho. Parcel II: A nonexclusive easement for ingress and egress by vehicular and pedestrian traffic, and vehicular parking as created by the Restriction and Easement Agreement recorded July 3, 2013 as Instrument No. 1450708 and re-recorded July 11, 2013 as Instrument No. 1451210, records of Bonneville County, Idaho.		
Site Address: 1260 E 17th St., Idaho Falls, ID, 83404		Current Zone: R3A
Comprehensive Land Use Map: Mixed Use Centers and Corridors		Gross Area (total acres): 1.02 acres
Intent of Rezone		
1. Explain how the proposed change is in accordance with the <i>City of Idaho Falls Comprehensive Plan</i> . The proposed limited commercial zoning change aligns with the City of Idaho Falls Comprehensive Plan by supporting its vision for balanced and sustainable growth. It matches the Future Land Use Map's vision for commercial development, addresses growth impacts, and aligns with the plan's goals for economic development and improved land use efficiency. This change enhances community quality of life by providing new commercial opportunities and supporting the plan's action items and strategies.		
2. What changes have occurred in the area to justify the request for rezone? The subject site is currently zoned R3A and under the Planned Transition overlay district, while being surrounded by commercial zoning. Given the size of the parcel, the community's needs, and the recommendation from the city planner, we believe that limited commercial zoning would be a good fit for the location and would justify the request for rezoning. The rezone application will retain the Planned Transition overlay district.		

3.	Are there existing land uses in the area similar to the proposed use? Yes. Commercial zoning.
4.	Is the site large enough to accommodate required access, parking, landscaping, etc. for the proposed use? Yes. The total site area is 1.02 acres and will accommodate required access, parking, landscaping and etc required by the Zoning Code and city's recommendation for the proposed use.
Neighborhood Meeting	
Will a neighborhood meeting be held prior to the Planning Commission meeting: If yes, where and when: Yes. The neighborhood meeting was held on Aug 15th, 2024 (Thursday), 7pm at Idaho Falls Public Library, meeting room 1.	
Fees	
Application Filing Fee(s): Due at time application is submitted Advertising Fee: \$ 50.00 Application Fee: \$550.00	
Signature of Applicant(s)	
	Date: 8/16/24
	Date:

AFFIDAVIT OF LEGAL INTEREST

STATE OF IDAHO

COUNTY OF BONNEVILLE

SS

I Anthony J Andersen
Name

490 E Main St #630216
Address

Rockville
City

UT
State

Being first duly sworn upon
Oath, depose and say:

Being the owner of record of the property described on the attached sheet, I grant permission to:

Angeline Ji Ling
Name

855 W Broad St, Ste 300, Boise, ID, 83702
Address

To submit the following application pertaining to that property, check all that applies:

☐ Preliminary Plat

☐ Planned Unit Development

☐ Final Plat

☐ Comprehensive Plan Map Amendment

☐ Variance

☐ Annexation

☐ Conditional Use Permit

☒ Rezone to limited commercial

I agree to indemnify, defend and hold the City of Idaho Falls and its employees harmless from any claims to liability resulting from any dispute as to the statements contained herein or as to the ownership of the property which is the subject of the application.

Dated this 21 day of August, 2024.
[Signature]
Signature

SUBSCRIBED AND SWORN to before me the day and year first above written.



[Signature]
Notary Public for ~~Idaho~~ Utah

Residing at

Zions Bank

My Commission Expires: 11/16/2025



HAWKINS

July 29th, 2024

Dear Property Owner or Resident:

We are writing to inform you about a development proposal at 17th and Jeppson in your area and to invite you to an informational meeting where the developer will present the concept for this project. This meeting will provide you with an opportunity to learn more about the proposed development and to ask any questions you may have.

The project, located at 1260 E 17th Street, Idaho Falls, 83404, involves a commercial development on 1.02 acres of land zoned R3A Residential Mixed Use / PT overlay. The parcel is currently vacant and located west of the existing Natural Grocers.

The proposed project includes an oil change facility along E 17th Street. We value and encourage your participation in this process, as your input is integral to the City's development review process.

Please join us for a neighborhood meeting to discuss the proposal on August 15th, 2024, Thursday, at 7 PM. The meeting will take place at the Idaho Falls Public Library, located at 457 W Broadway St, Idaho Falls, ID 83402 (Meeting Room 1).

If you are unable to attend the meeting, but would like to provide input or ask questions, please contact me at 208-908-5638 or ajiling@hcollc.com. We look forward to seeing you at the meeting.

Sincerely,

Angeline Ji Ling

Pre-Dev Project Manager

Hawkins

Meeting Minutes

Neighborhood Meeting for 1260 E 17th St Rezone

Date: August 15, 2024

Time: 7:00 PM

Location: Idaho Falls Public Library, Meeting Room 1

Attendees:

- Angeline Ji Ling (Presenter, Hawkins Companies LLC)
- Ariene Helton and spouse
- Alicia Woodhouse
- Stu Eddins

Agenda:

1. Introduction

Angeline from Hawkins introduced the proposed rezoning application to change the zoning from R3A to Limited Commercial for the site located at 1260 E 17th St, Idaho Falls, 83404

2. Presentation

Angeline provided an overview of the companies, the site location, and the development process (rezoning application, planning phase, next steps) for the proposed development, including potential benefits and overview of both the current and proposed zoning regulations

3. Discussion

Attendees raised questions and expressed concerns regarding the rezoning application process. Key points discussed included the final product or user of the proposed development, new site access (if any), potential traffic impacts, and hearing dates for the planning commission and city council.

4. Feedback and Questions

- o Ariene Helton and spouse asked about the city development process for new projects and the specifics of limited commercial zoning.
- o Alicia Woodhouse inquired about additional site access and shared parking.
- o Stu Eddins expressed concerns about traffic in the area, the final user and product of the proposed development.

5. Next Steps

Angeline will address the concerns raised and provide additional information as needed. The planning commission hearing date notice will be sent to the neighbors.

Adjournment:

The meeting was adjourned at 8:00 PM.

Minutes Prepared By:

Angeline Ji Ling

Pre-Dev Project Manager

Hawkins Companies LLC

8/16/24

File #: 24-376

City Council Meeting

FROM: Wade Sanner, Director
DATE: Thursday, October 17, 2024
DEPARTMENT: Community Development Services

Subject

Legislative Public Hearing-Part 1 of 2 of the Annexation and Initial Zoning-Annexation Ordinance and Reasoned Statement of Relevant Criteria and Standards for approximately 0.503 acres beginning at the center ¼ of Section 26, Township 2 North, Range 37 East.

Council Action Desired

- ☒ Ordinance ☒ Resolution ☒ Public Hearing
☐ Other Action (Approval, Authorization, Ratification, etc.)

1. Approve the Ordinance annexing approximately 0.503 acres beginning at the center ¼ of Section 26, Township 2, North, Range 37 East; assign a Comprehensive Plan Designation of "Mixed-Use Centers and Corridors;" and under a suspension of the rules requiring three complete and separate readings, 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 approximately 0.503 acres beginning at the center ¼ of Section 26, 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 LC, Limited Commercial with the Controlled Development Airport Overlay Zone which includes the Annexation Ordinance and Reasoned Statement of Relevant Criteria and Standards for approximately 0.503 acres beginning at the center ¼ of Section 26, Township 2 North, Range 37 East. On October 1, 2024, the Planning and Zoning Commission unanimously voted to recommend approval of the annexation with initial zoning of LC, Limited Commercial with the Controlled Development Airport Overlay Zone to the Mayor and City Council as presented.

Alignment with City & Department Planning Objectives



Successful annexation consideration seeks consistency with the principles of the Comprehensive Plan, including Growth, Sustainability, and Livable Communities.

Interdepartmental Coordination

The annexation legal description has been reviewed for accuracy by professional surveyors in the Public Works Engineering Division.

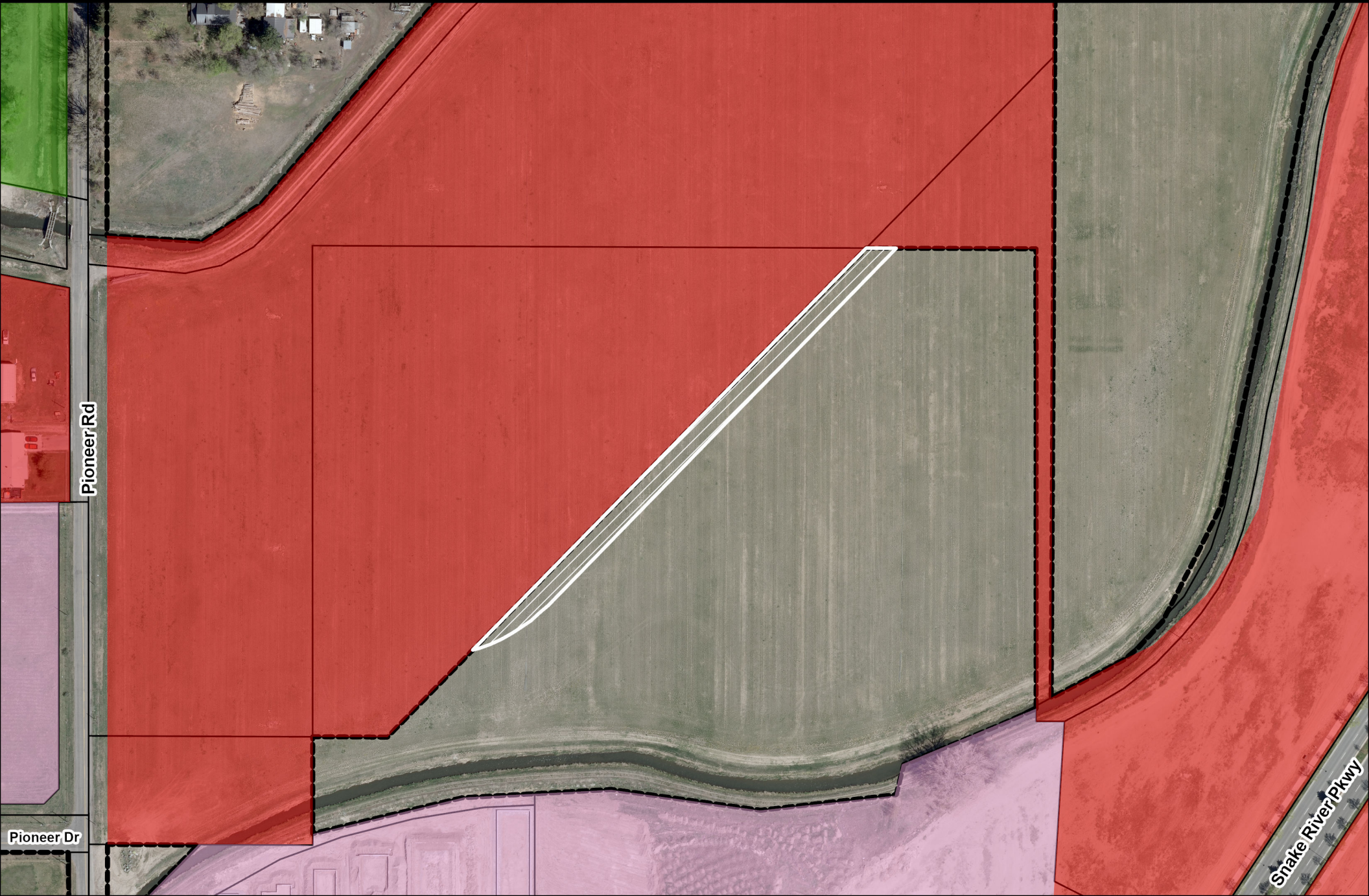
Fiscal Impact

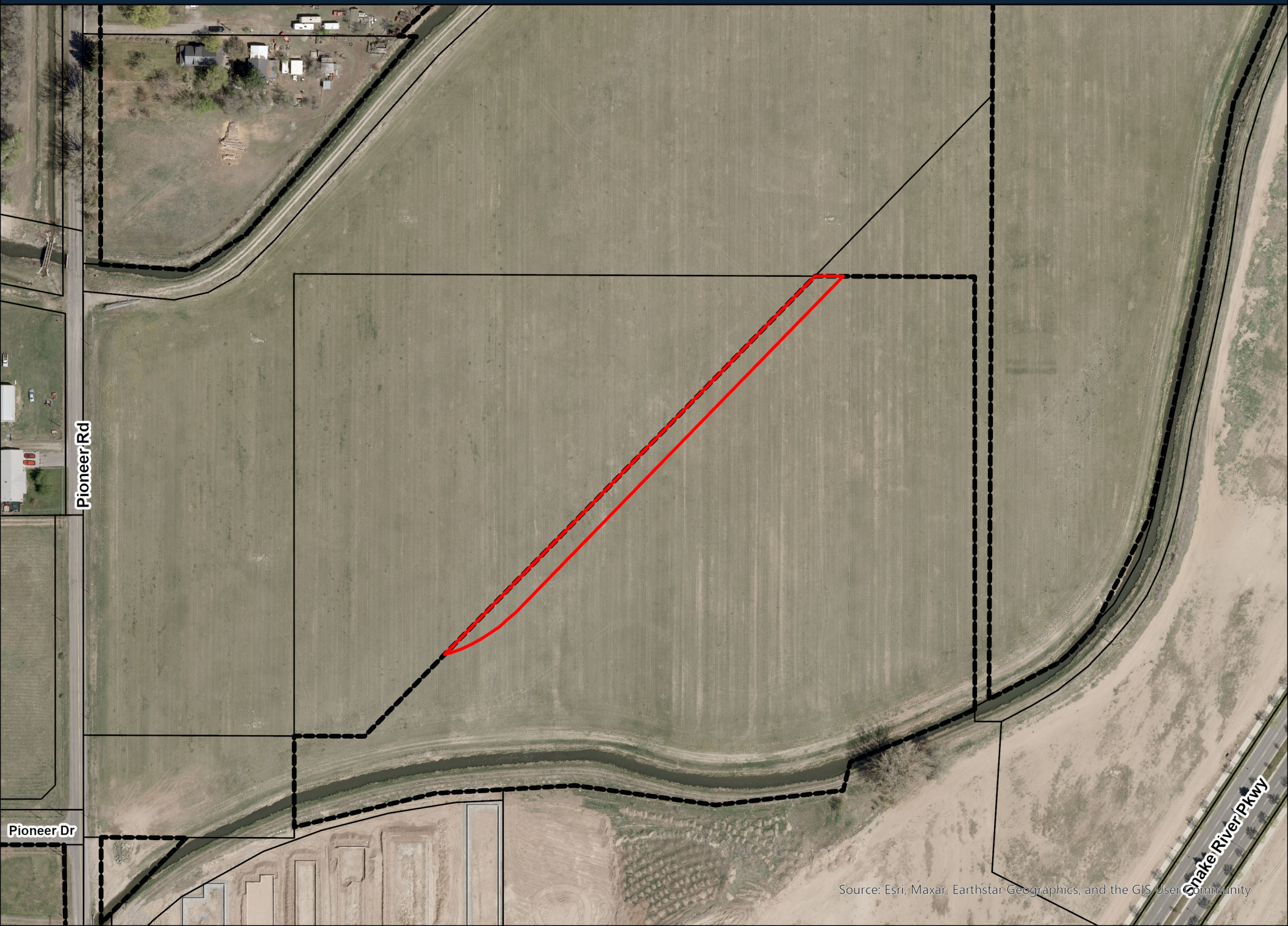
NA

Legal Review

This application and ordinance have been reviewed by the Legal Department for consistency with state statutes.

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



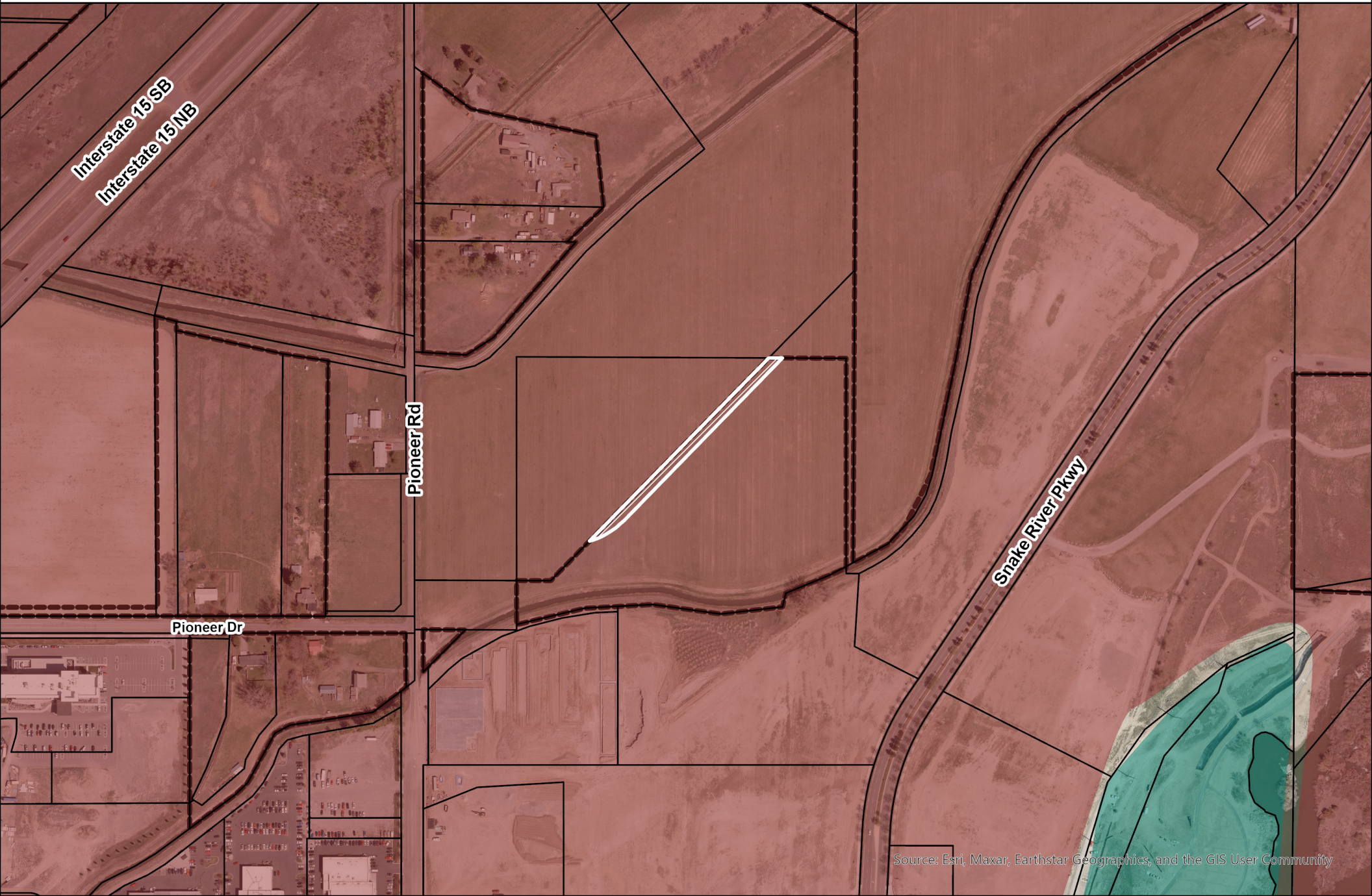


Pioneer Rd

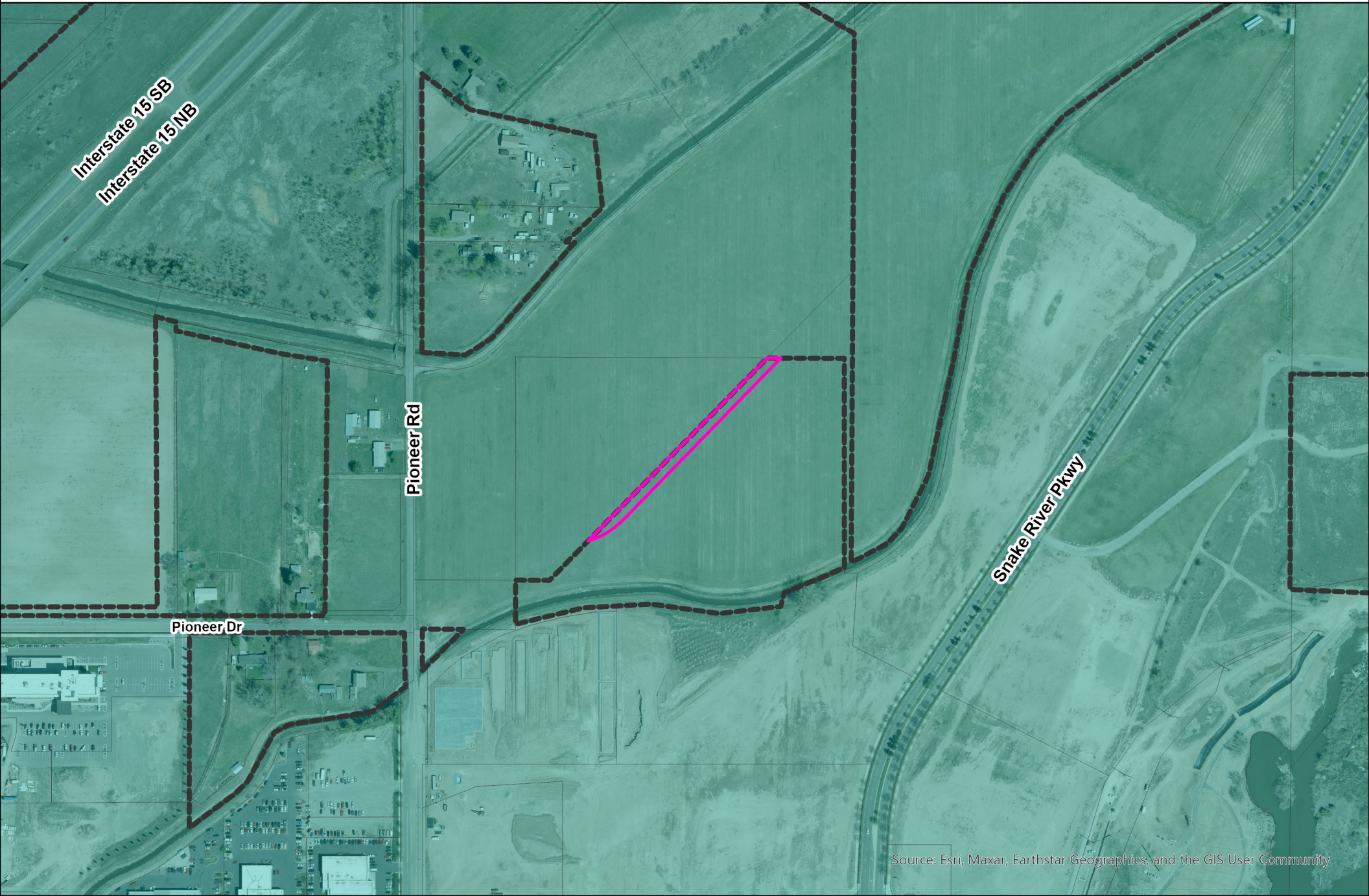
Pioneer Dr

SNAKE RIVER PKWY

- General Urban
- Mixed Use Centers and Corridors
- Special Use
- Urban Core
- Industrial
- Natural and Open Space
- Suburban



- | | | |
|---|---|--|
|  Approach Surface |  Controlled Development Approach Surface |  Limited Development Approach Surface |
|  Controlled Development |  Limited Development |  No Development |



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

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

P = permitted use. C1 = administrative conditional use. C2 = Board of Adjustment conditional use. C3 = 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
Dry Cleaning				P	
Dwelling, Accessory Unit *		P	P	P	P
Dwelling, Multi-Unit*		P	P		P
Dwelling, Multi-Unit Attached*		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
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

Proposed Land Use Classification	PB	CC	LC	HC	PT
Industry, Craftsman	P	P	P	P	
Industry, Light		P		P	
Information Technology	P	P	P	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 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)
(Ord. 3358, 12-10-20) (Ord. 3451, 3-31-22) (Ord. 3574, 6-13-24)

October 1, 2024

7:00 p.m.

Planning Department

City Annex Council Chambers

MEMBERS PRESENT: Commissioners Glen Ogden, Dale Storer, Bill Scott, Forrest Ihler.

MEMBERS ABSENT: Marsha McDaniel, Arnold Cantu.

ALSO PRESENT: Assistant Planning Director Kerry Beutler, David Peterson Planner, Naysha Foster, Caitlin Long Planner, Michael Kirkham, Esq, City Attorney, and interested citizens.

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

MINUTES: Ihler moved to accept the minutes of September 3, 2024, Scott seconded the motion. The motion passed unanimously.

Public Hearing:

2. ANNEX 24-011: ANNEXATION AND INITIAL ZONING OF LC.

Ogden opened the public hearing.

Applicant: Kurt Roland, Eagle Rock Engineering, 1331 Fremont Ave., Idaho Falls, Idaho. Roland stated that this is on Ball Ventures ground and when they were designing, they found out Ball Ventures wanted to join, and they needed this piece for development. This property is between Jackson Hole Junction and Mountain America Center.

Ogden asked if this is owned or purchased from Ball. Roland confirmed that Ball Ventures owns the property, but they need this annexation piece to do their project.

Ihler confirmed that this is more of a housekeeping item.

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

Storer stated that the intent is to leave the existing airport overlay zone in place. Storer stated that when the motion is made the motion needs to include the airport overlay.

No one appeared in Support/Opposition.

Ogden closed the public hearing.

Storer moved to recommend to the Mayor and City Council approval of the Annexation of 0.503 acres beginning at the Center of ¼ of Section 26 T 2 N R 37 E, with initial zoning of LC and limited development airport overlay, Ihler seconded the motion. Ogden called for roll call vote Storer, yes; Ihler, yes; Ogden, yes; Scott, yes. The motion passed unanimously.

STAFF REPORT

**ANNEXATION OF 0.503 ACRES
BEGINNING AT THE CENTER ¼ OF SECTION 26, T 2N R 37E
INITIAL ZONING OF LC, LIMITED DEVELOPMENT AND
AIRPORT OVERLAY ZONE CONTROLLED DEVELOPMENT
October 24, 2024**



Community
Development
Services

Applicant: Eagle Rock
Engineering

Owner: J Development

Project Manager: Naysha
Foster

Location: North of W
Sunnyside Road, east of
Pioneer Road, south of Event
Center Drive, and west of
Snake River Parkway.

Size: Approximately
0.503 Acres

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

Proposed Zoning: LC with
Airport Overlay Zone

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

Future Land Use Map: Mixed
Use Centers and Corridors

Attachments:

1. Comprehensive Plan Policies
2. Zoning Information
3. Allowed Uses
4. Annexation Exhibit
5. Maps & Aerial Photos

Requested Action: To **approve** the annexation and initial zoning of LC, Limited Commercial and Airport Overlay Zone of Controlled Development.

Annexation: This annexation was requested by the property owner. The property is in the Area of Impact and contiguous to City limits along the north property line. Annexation of the property is consistent with the policies of the City's Comprehensive Plan.

Initial Zoning: The proposed zoning is LC with the Airport Overlay zone of Controlled Development. This zone provides smaller scale retail and service uses which supply the daily household needs which are accessible by walking pedestrians and non-motorized vehicles. Residential uses in the LC zone are developed under the R3A standards. The Controlled Development Overlay Zone allows for the same uses in the LC Zone. The LC Zone is consistent with the Comprehensive Plan designation of Mixed Use Centers and Corridors.

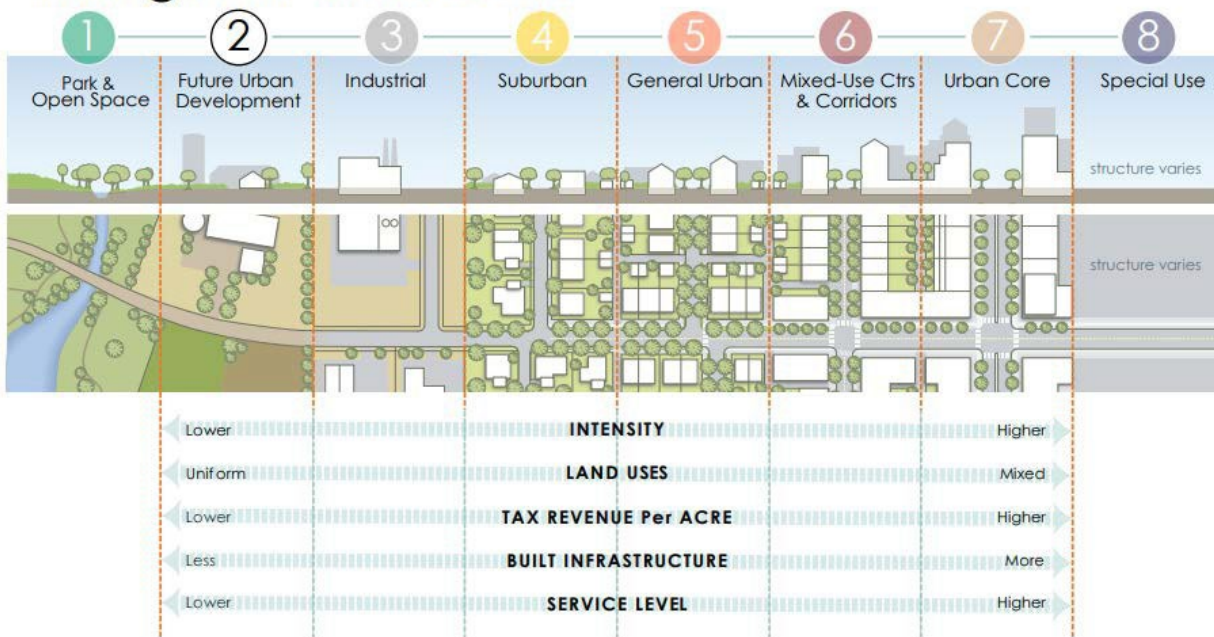
Staff Comments: This property is part of a housekeeping issue. It was left out of the annexation for The Reserve Division 2, which lies along the north property line and was annexed in October of 2022. This error was discovered during the plat review. This property is a portion of a proposed public right-of-way.

Staff Recommendation: Staff has reviewed the annexation and initial zoning application and finds that it is consistent with the Comprehensive Zoning Code and the City's Comprehensive Plan. Staff and the Planning and Zoning Commission recommend approval of the annexation and initial zoning of LC.

Comprehensive Plan Land Use

Transects: pg. 60-70

ImaginELF Transects



6. Mixed-Use Centers & Corridors

Snapshot: The Mixed-Use Centers and Corridors Transect denotes areas where people tend to shop, eat and gather. These areas include all housing types but generally at a more intense scale than other areas. These areas also include mixed-use buildings, recreation centers and commercial uses. Mixed-Use Centers and corridors may vary in scale from large, regional commercial centers with supportive housing to smaller commercial pockets called walkable centers that support a well-connected, walkable neighborhood.

Local examples: Northgate Mile and 1st Street corridors, Intersection of 65th South and 5th West, Intersection of Skyline and Broadway, Snake River Landing

Zoning Ordinance:

11-3-5: PURPOSES OF COMMERCIAL ZONES.

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.

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

	CC	PB	LC	HC
Site width at front setback - Minimum in ft.		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 (1-3) of this Zoning Code.				

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 0.503 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 do 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 _____, 2024.

Rebecca L. Noah Casper, Mayor

ATTEST:

Corrin Wilde, City Clerk

(SEAL)

STATE OF IDAHO)
 : ss.
County of Bonneville)

I, CORRIN WILDE, CITY CLERK OF THE CITY OF IDAHO FALLS, IDAHO, DO
HEREBY CERTIFY:

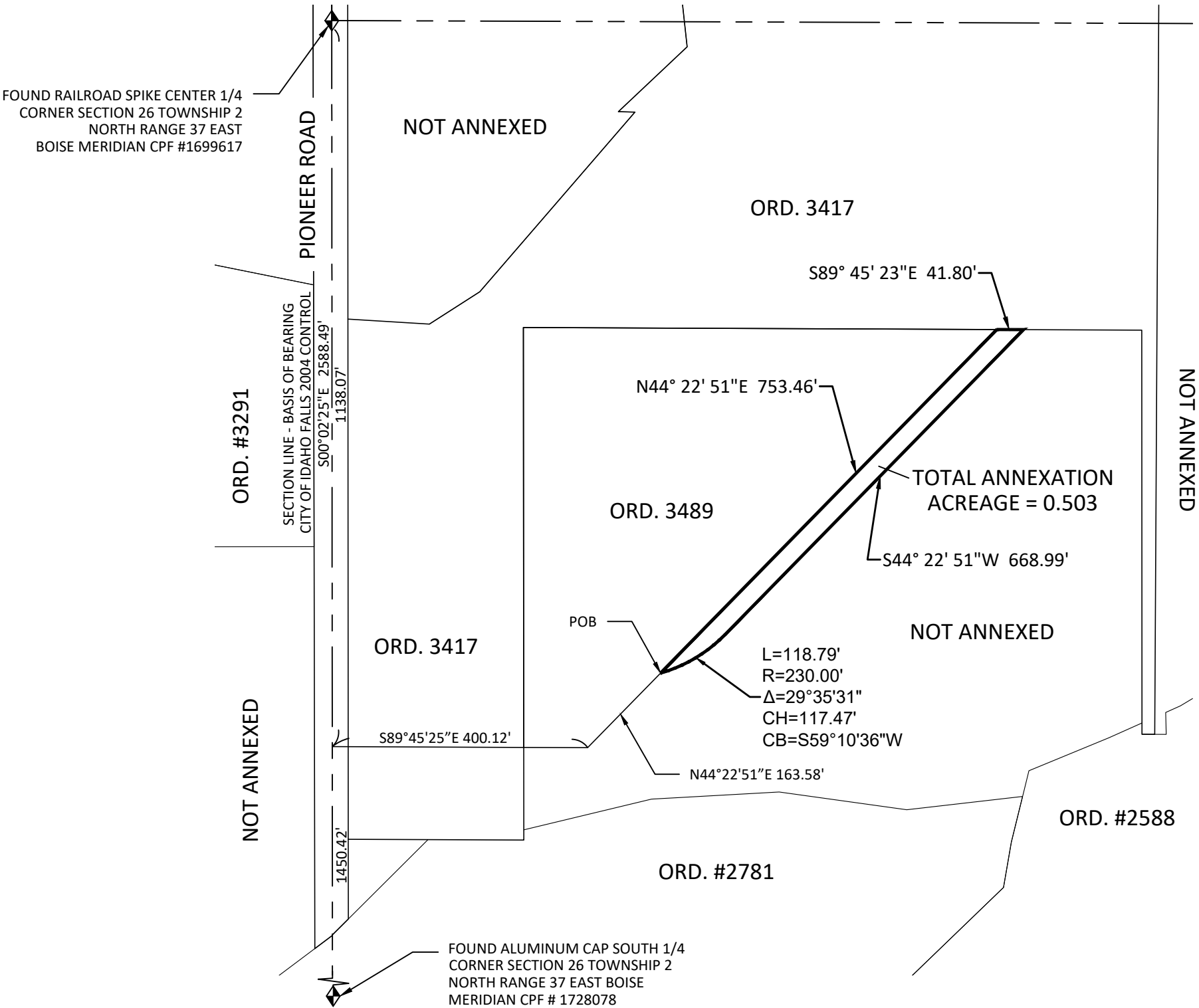
That the above and foregoing is a full, true and correct copy of the Ordinance entitled: "AN ORDINANCE OF THE CITY OF IDAHO FALLS, IDAHO, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO; PROVIDING FOR THE ANNEXATION OF APPROXIMATELY 0.503 ACRES DESCRIBED IN EXHIBIT A OF THIS ORDINANCE, AMENDING THE LEGAL DESCRIPTION OF THE CITY WITH THE APPROPRIATE COUNTY AND STATE AUTHORITIES; AND PROVIDING SEVERABILITY, PUBLICATION BY SUMMARY, AND ESTABLISHING EFFECTIVE DATE."

Corrin Wilde, City Clerk

(SEAL)

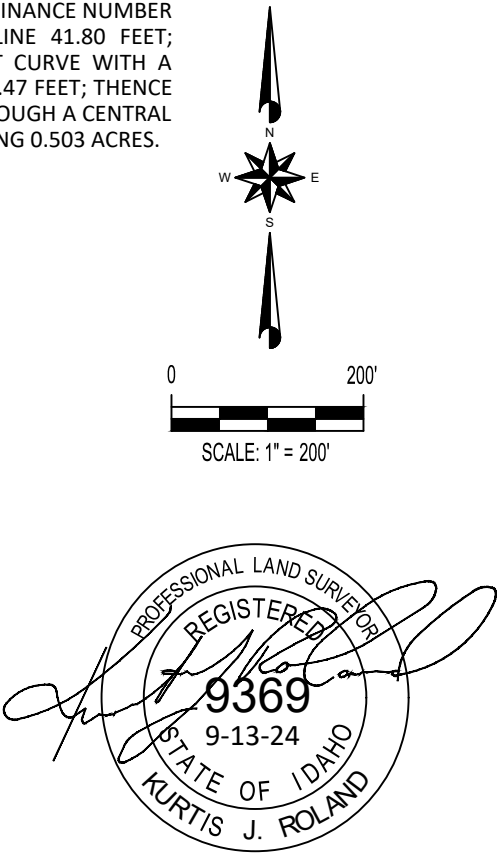
RECORDED WITH THE BONNEVILLE
COUNTY RECORDERS OFFICE AS
INSTRUMENT NO. _____

ANNEXATION ORDINANCE # _____
AN ANNEXATION TO THE CITY OF IDAHO FALLS, BONNEVILLE COUNTY, IDAHO
LOCATED IN SECTION 26, TOWNSHIP 2 NORTH, RANGE 37 EAST, B.M., BONNEVILLE COUNTY, IDAHO



ANNEXATION BOUNDARY

BEGINNING AT THE CENTER 1/4 CORNER OF SECTION 26, TOWNSHIP 2 NORTH, RANGE 37 EAST OF THE BOISE MERIDIAN; RUNNING THENCE S.00°02'25\"E. ALONG THE NORTH-SOUTH CENTER SECTION LINE OF SAID SECTION 26 A DISTANCE 1138.07 FEET; THENCE S.89°45'25\"E. 400.12 FEET; THENCE N.44°22'51\"E. 163.58 FEET TO THE TRUE POINT OF BEGINNING, SAID POINT BEING ON THE SOUTHEASTERLY BOUNDARY LINE OF CITY OF IDAHO FALLS ANNEXATION ORDINANCE NUMBER 3489; THENCE N.44°22'51\"E. ALONG SAID SOUTHEASTERLY BOUNDARY LINE 753.46 FEET TO THE SOUTH BOUNDARY LINE OF CITY OF IDAHO FALLS ANNEXATION ORDINANCE NUMBER 3417; THENCE S.89°45'23\"E. ALONG SAID SOUTH BOUNDARY LINE 41.80 FEET; THENCE S.44°22'51\"W. 668.99 FEET TO A POINT OF A TANGENT CURVE WITH A RADIUS OF 230.00 FEET AND A CHORD BEARING S.59°10'36\"W. 117.47 FEET; THENCE TO THE RIGHT ALONG SAID NON-TANGENT CURVE 118.79 FEET THROUGH A CENTRAL ANGLE OF 29°35'31\" TO THE TRUE POINT OF BEGINNING, CONTAINING 0.503 ACRES.





EAGLE ROCK ENGINEERING

CIVIL • PLANNING • SURVEYING
IDAHO FALLS (208) 542-2665 REXBURG (208) 359-2665

OFFICES AT: 1331 Fremont Ave. Idaho Falls, Idaho 83402 310 N 2nd East, Suite 153 Rexburg, Idaho 83440	DRAWN BY:	ANGIE GARCIA
	APPROVED BY:	KURT ROLAND
	PROJECT NO.	21069
	SCALE:	1"=200'
	DATE:	SEPTEMBER
	CAD NAME:	BATTLECREEK ANNEX.DWG

EXHIBIT "A"

LEGAL DESCRIPTION (Page 1 of 1)

ANNEXATION BOUNDARY

BEGINNING AT THE CENTER 1/4 CORNER OF SECTION 26, TOWNSHIP 2 NORTH, RANGE 37 EAST OF THE BOISE MERIDIAN; RUNNING THENCE S.00°02'25"E. ALONG THE NORTH-SOUTH CENTER SECTION LINE OF SAID SECTION 26 A DISTANCE 1138.07 FEET; THENCE S.89°45'25"E. 400.12 FEET; THENCE N.44°22'51"E. 163.58 FEET TO THE TRUE POINT OF BEGINNING, SAID POINT BEING ON THE SOUTHEASTERLY BOUNDARY LINE OF CITY OF IDAHO FALLS ANNEXATION ORDINANCE NUMBER 3489; THENCE N.44°22'51"E. ALONG SAID SOUTHEASTERLY BOUNDARY LINE 753.46 FEET TO THE SOUTH BOUNDARY LINE OF CITY OF IDAHO FALLS ANNEXATION ORDINANCE NUMBER 3417; THENCE S.89°45'23"E. ALONG SAID SOUTH BOUNDARY LINE 41.80 FEET; THENCE S.44°22'51"W. 668.99 FEET TO A POINT OF A TANGENT CURVE WITH A RADIUS OF 230.00 FEET AND A CHORD BEARING S.59°10'36"W. 117.47 FEET; THENCE TO THE RIGHT ALONG SAID NON-TANGENT CURVE 118.79 FEET THROUGH A CENTRAL ANGLE OF 29°35'31" TO THE TRUE POINT OF BEGINNING, CONTAINING 0.503 ACRES.

Submitted By:

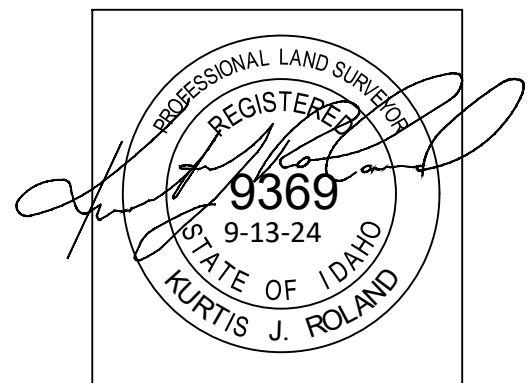
Firm Name: EAGLE ROCK ENGINEERING

Contact Name: KURT ROLAND

Phone Number: 208-542-2665

Email: kroland@erengr.com

Overall Document Page Range ____ of ____



REASONED STATEMENT OF RELEVANT CRITERIA AND STANDARDS

ANNEXATION OF APPROXIMATELY 0.503 ACRES GENERALLY LOCATED NORTH OF W SUNNYSIDE ROAD, EAST OF PIONEER ROAD, SOUTH OF EVENT CENTER DRIVE, WEST OF SNAKE RIVER PARKWAY.

WHEREAS, the applicant filed an application for annexation on August 20, 2024; and

WHEREAS, this matter came before the Idaho Falls Planning and Zoning Commission during a duly noticed public hearing on October 1, 2024; and

WHEREAS, this matter came before the Idaho Falls City Council during a duly noticed public hearing on October 24, 2024; 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 0.503 acres generally located north of W Sunnyside Road, east of Pioneer Road, south of the Event Center Drive, west of Snake River Parkway.
3. This property is in the Area of Impact and included in the Comprehensive Plan Map.
4. The property is contiguous to City limits along the north property line.
5. The annexation was initiated by the property owner.
6. City utilities are in the vicinity of this property.
7. The Comprehensive Plan designates this area as Mixed Use Centers and Corridors.
8. Idaho Falls Planning and Zoning Commission recommended approval of annexation.
9. The proposed annexation is consistent with the policies of the Comprehensive Plan.

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 _____, 2024

Rebecca L. Noah Casper - Mayor

File #: 24-378

City Council Meeting

FROM: Wade Sanner, Director
DATE: Thursday, October 17, 2024
DEPARTMENT: Community Development Services

Subject

Legislative Public Hearing-Part 2 of 2 of the Annexation and Initial Zoning of LC, Limited Commercial with the Controlled Development Airport Overlay Zone, Initial Zoning Ordinance and Reasoned Statement of Relevant Criteria and Standards for approximately 0.503 acres beginning at the center ¼ of Section 26, Township 2 North, Range 37 East.

Council Action Desired

☒ Ordinance ☐ Resolution ☒ Public Hearing
☐ Other Action (Approval, Authorization, Ratification, etc.)

1. Approve the Ordinance establishing the initial zoning for LC, Limited Commercial with the Controlled Development Airport Overlay Zone 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, Limited Commercial with the Controlled Development Airport Overlay Zone 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, Limited Commercial with the Controlled Development Airport Overlay Zone which includes the Initial Zoning Ordinance and Reasoned Statement of Relevant Criteria and Standards for approximately 0.503 acres beginning at the center ¼ of Section 26, Township 2 North, Range 37 East. The Planning and Zoning Commission considered this item at its October 1, 2024, meeting and unanimously voted to recommended approval of the annexation with initial zoning of LC with the Controlled Development Airport Overlay Zone to the Mayor and City Council as presented.

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

N/A

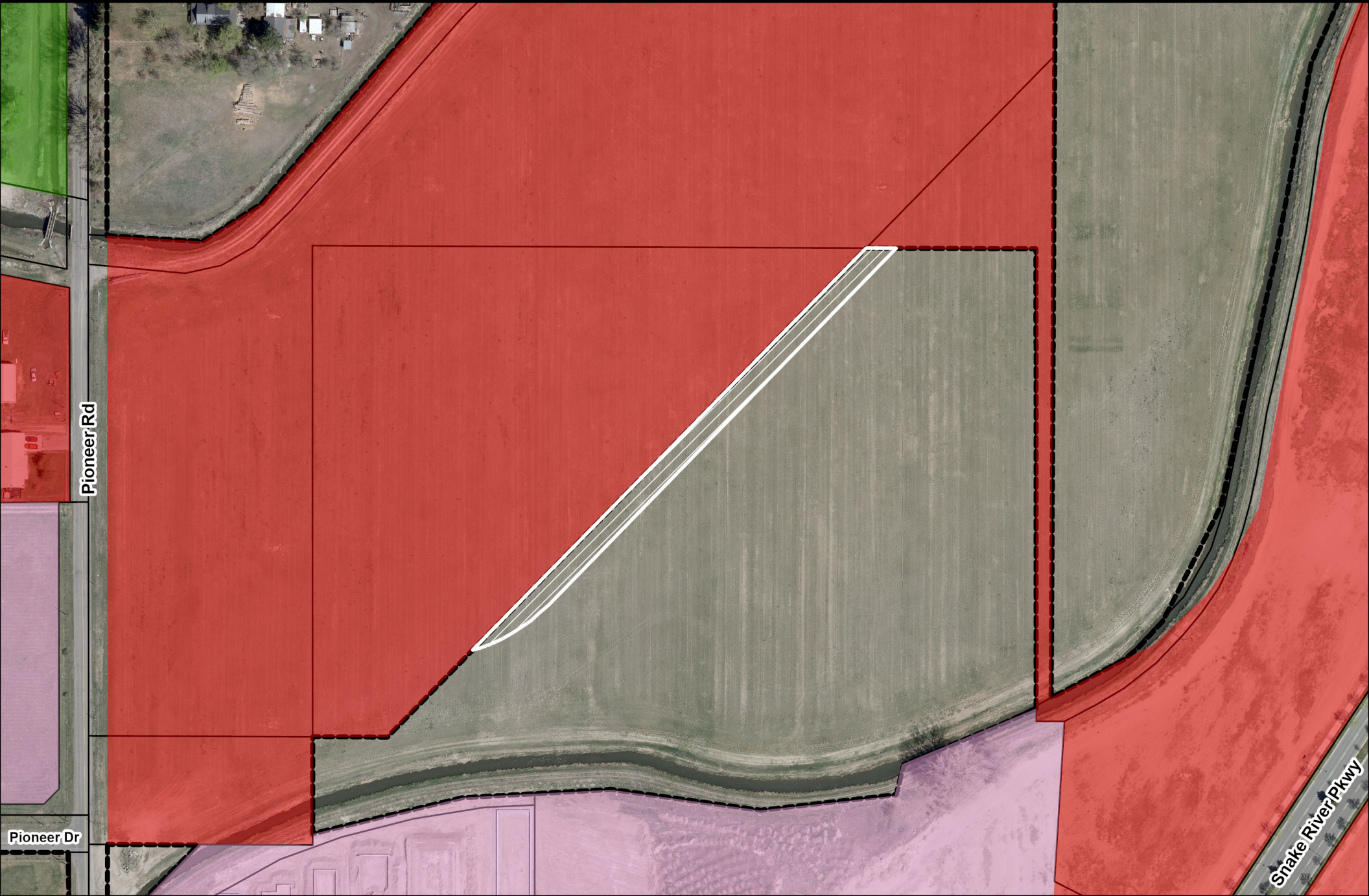
Fiscal Impact

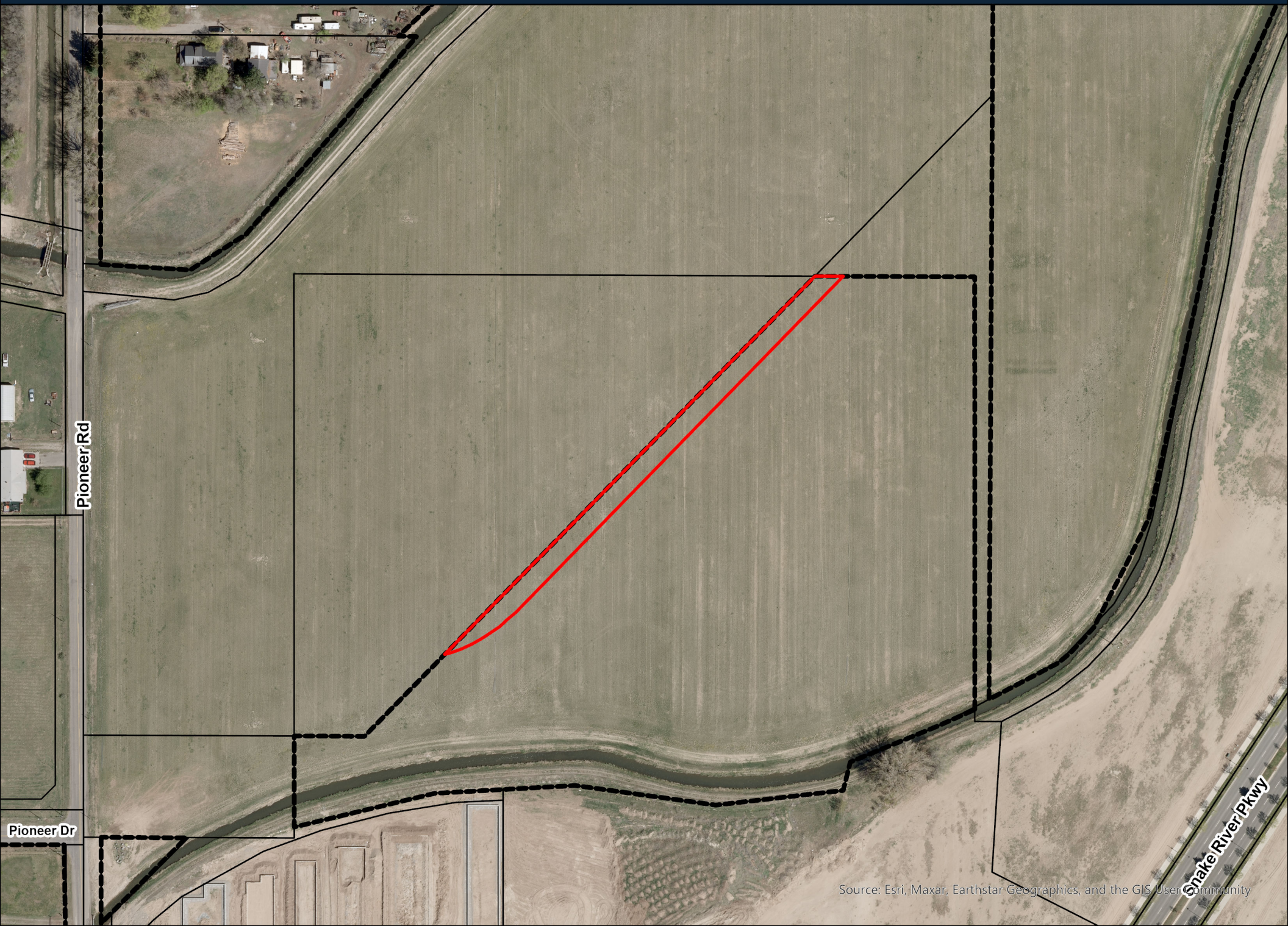
N/A

Legal Review

These proposed actions have been reviewed by the Legal Department and found to be compliant with applicable State statute.

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



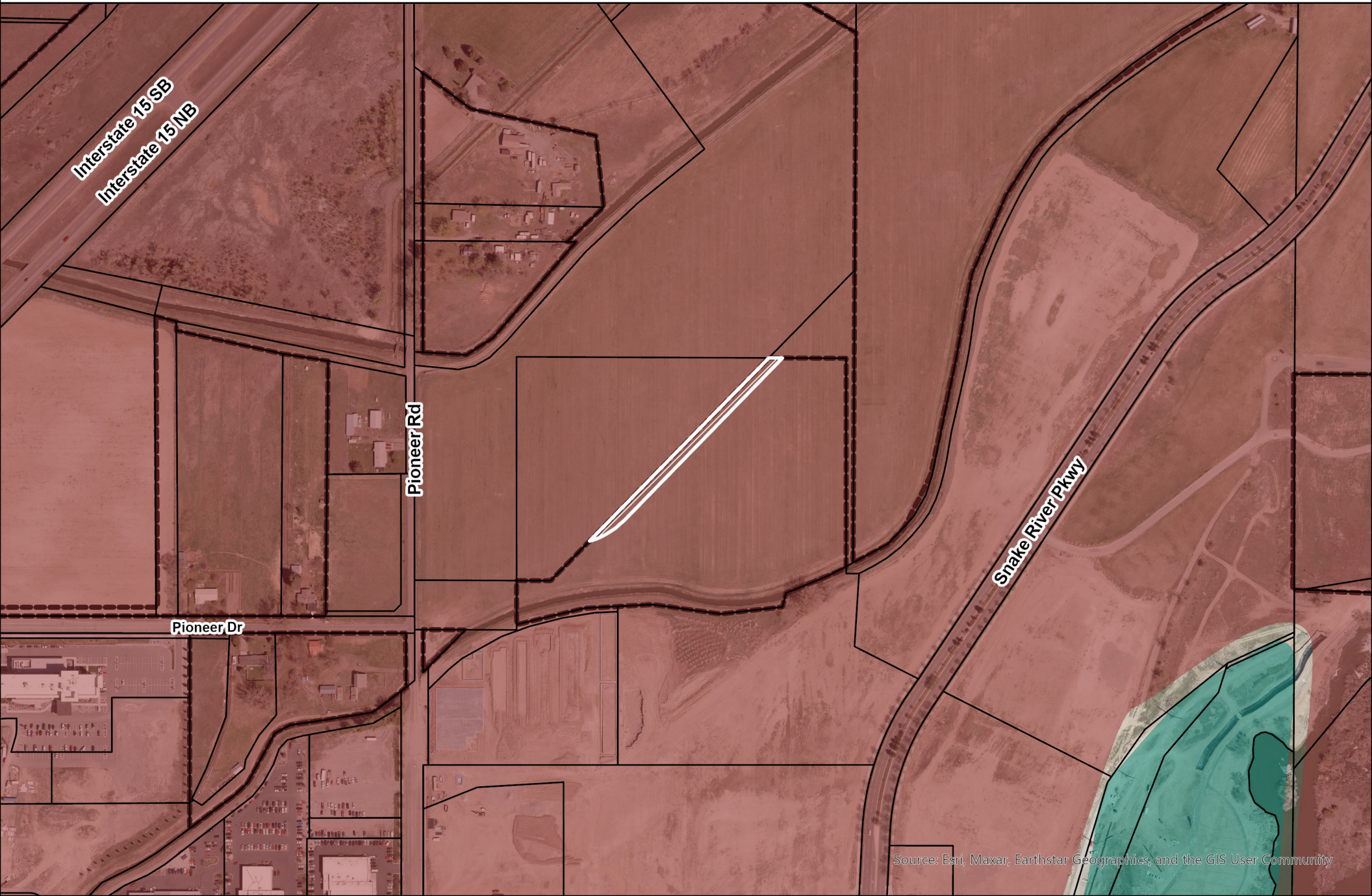


Pioneer Rd

Pioneer Dr

SNAKE RIVER PKWY

- General Urban
- Mixed Use Centers and Corridors
- Special Use
- Urban Core
- Industrial
- Natural and Open Space
- Suburban



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 0.503 ACRES DESCRIBED IN EXHIBIT A OF THIS ORDINANCE AS LC, LIMITED COMMERCIAL WITH CONTROLLED DEVELOPMENT AIRPORT OVERLAY ZONE; AND PROVIDING SEVERABILITY, PUBLICATION BY SUMMARY, AND ESTABLISHING EFFECTIVE DATE.

WHEREAS, the proposed initial zoning district of lands described in Exhibit A is LC with Controlled Development Airport Overlay Zone for such annexed lands is consistent with the current City of Idaho Falls Comprehensive Plan Land use designation “Mixed Use Centers and Corridors”; 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 “Mixed Use Centers and Corridors”; and

WHEREAS, Idaho Falls Planning and Zoning Commission held a duly noticed public hearing on October 1, 2024, and recommended approval of zoning the subject property to LC with Controlled Development Airport Overlay Zone; and

WHEREAS, the Council conducted a duly noticed public hearing and passed a motion to approve this zoning on October 24, 2024.

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 Mixed Use Centers and Corridors.

SECTION 2: Legal Description. The lands described in Exhibit A are hereby zoned as LC with the Controlled Development Airport Overlay Zone.

SECTION 3. Zoning. The property described in Section 1 of this Ordinance be and the same hereby is zoned “LC Zone with the Controlled Development Airport Overlay 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 _____, 2024.

CITY OF IDAHO FALLS, IDAHO

Rebecca L. Noah Casper, Mayor

ATTEST:

Corrin Wilde, City Clerk

(SEAL)

STATE OF IDAHO)
) ss:
County of Bonneville)

I, CORRIN WILDE, CITY CLERK OF THE CITY OF IDAHO FALLS, IDAHO, DO
HEREBY CERTIFY:

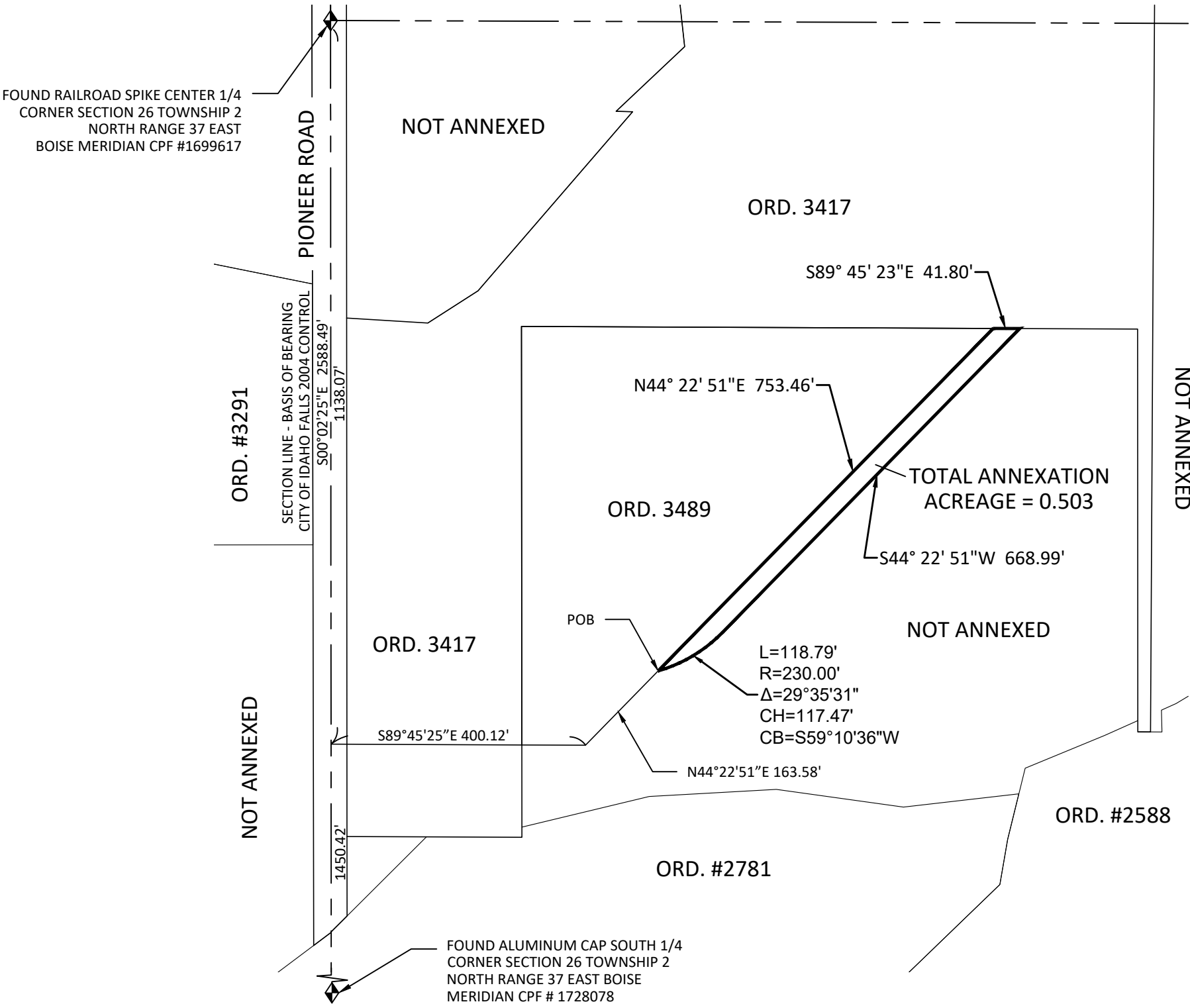
That the above and foregoing is a full, true and correct copy of the Ordinance entitled, "AN ORDINANCE OF THE CITY OF IDAHO FALLS, IDAHO, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO; PROVIDING FOR THE INITIAL ZONING OF APPROXIMATELY 0.503 ACRES DESCRIBED IN EXHIBIT A OF THIS ORDINANCE AS LC, LIMITED COMMERCIAL WITH THE AIRPORT OVERLAY ZONE OF CONTROLLED DEVELOPMENT; AND PROVIDING SEVERABILITY, PUBLICATION BY SUMMARY, AND ESTABLISHING EFFECTIVE DATE."

Corrin Wilde, City Clerk

(SEAL)

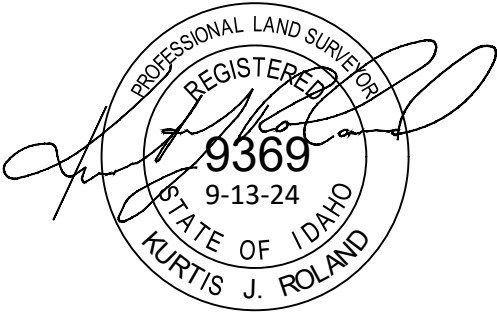
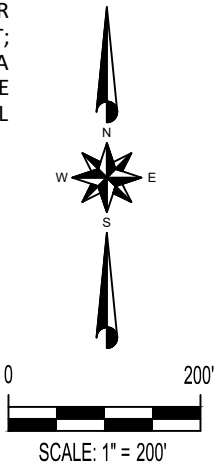
RECORDED WITH THE BONNEVILLE
COUNTY RECORDERS OFFICE AS
INSTRUMENT NO. _____

ANNEXATION ORDINANCE # _____
AN ANNEXATION TO THE CITY OF IDAHO FALLS, BONNEVILLE COUNTY, IDAHO
LOCATED IN SECTION 26, TOWNSHIP 2 NORTH, RANGE 37 EAST, B.M., BONNEVILLE COUNTY, IDAHO



ANNEXATION BOUNDARY

BEGINNING AT THE CENTER 1/4 CORNER OF SECTION 26, TOWNSHIP 2 NORTH, RANGE 37 EAST OF THE BOISE MERIDIAN; RUNNING THENCE S.00°02'25\"E. ALONG THE NORTH-SOUTH CENTER SECTION LINE OF SAID SECTION 26 A DISTANCE 1138.07 FEET; THENCE S.89°45'25\"E. 400.12 FEET; THENCE N.44°22'51\"E. 163.58 FEET TO THE TRUE POINT OF BEGINNING, SAID POINT BEING ON THE SOUTHEASTERLY BOUNDARY LINE OF CITY OF IDAHO FALLS ANNEXATION ORDINANCE NUMBER 3489; THENCE N.44°22'51\"E. ALONG SAID SOUTHEASTERLY BOUNDARY LINE 753.46 FEET TO THE SOUTH BOUNDARY LINE OF CITY OF IDAHO FALLS ANNEXATION ORDINANCE NUMBER 3417; THENCE S.89°45'23\"E. ALONG SAID SOUTH BOUNDARY LINE 41.80 FEET; THENCE S.44°22'51\"W. 668.99 FEET TO A POINT OF A TANGENT CURVE WITH A RADIUS OF 230.00 FEET AND A CHORD BEARING S.59°10'36\"W. 117.47 FEET; THENCE TO THE RIGHT ALONG SAID NON-TANGENT CURVE 118.79 FEET THROUGH A CENTRAL ANGLE OF 29°35'31\" TO THE TRUE POINT OF BEGINNING, CONTAINING 0.503 ACRES.





EAGLE ROCK ENGINEERING

CIVIL • PLANNING • SURVEYING
IDAHO FALLS (208) 542-2665 REXBURG (208) 359-2665

OFFICES AT: 1331 Fremont Ave. Idaho Falls, Idaho 83402 310 N 2nd East, Suite 153 Rexburg, Idaho 83440	DRAWN BY:	ANGIE GARCIA
	APPROVED BY:	KURT ROLAND
	PROJECT NO.	21069
	SCALE:	1"=200'
	DATE:	SEPTEMBER
	CAD NAME:	BATTLECREEK ANNEX.DWG

EXHIBIT "A"
LEGAL DESCRIPTION (Page 1 of 1)

ANNEXATION BOUNDARY

BEGINNING AT THE CENTER 1/4 CORNER OF SECTION 26, TOWNSHIP 2 NORTH, RANGE 37 EAST OF THE BOISE MERIDIAN; RUNNING THENCE S.00°02'25"E. ALONG THE NORTH-SOUTH CENTER SECTION LINE OF SAID SECTION 26 A DISTANCE 1138.07 FEET; THENCE S.89°45'25"E. 400.12 FEET; THENCE N.44°22'51"E. 163.58 FEET TO THE TRUE POINT OF BEGINNING, SAID POINT BEING ON THE SOUTHEASTERLY BOUNDARY LINE OF CITY OF IDAHO FALLS ANNEXATION ORDINANCE NUMBER 3489; THENCE N.44°22'51"E. ALONG SAID SOUTHEASTERLY BOUNDARY LINE 753.46 FEET TO THE SOUTH BOUNDARY LINE OF CITY OF IDAHO FALLS ANNEXATION ORDINANCE NUMBER 3417; THENCE S.89°45'23"E. ALONG SAID SOUTH BOUNDARY LINE 41.80 FEET; THENCE S.44°22'51"W. 668.99 FEET TO A POINT OF A TANGENT CURVE WITH A RADIUS OF 230.00 FEET AND A CHORD BEARING S.59°10'36"W. 117.47 FEET; THENCE TO THE RIGHT ALONG SAID NON-TANGENT CURVE 118.79 FEET THROUGH A CENTRAL ANGLE OF 29°35'31" TO THE TRUE POINT OF BEGINNING, CONTAINING 0.503 ACRES.

Submitted By:

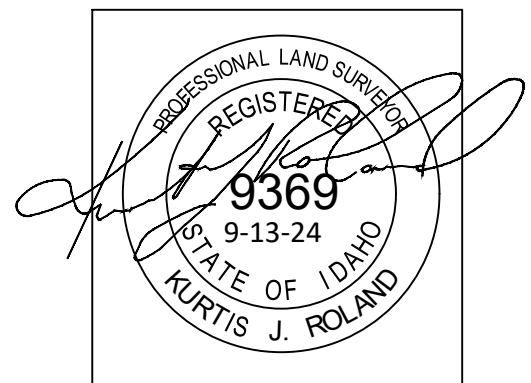
Firm Name: EAGLE ROCK ENGINEERING

Contact Name: KURT ROLAND

Phone Number: 208-542-2665

Email: kroland@erengr.com

Overall Document Page Range ____ of ____



REASONED STATEMENT OF RELEVANT CRITERIA AND STANDARDS
INITIAL ZONING OF LC, LIMITED COMMERCIAL WITH THE CONTROLLED DEVELOPMENT AIRPORT OVERLAY ZONE, APPROXIMATELY 0.503 ACRES, GENERALLY LOCATED NORTH OF W SUNNYSIDE, EAST OF PIONEER ROAD, SOUTH OF EVENT CENTER DRIVE, WEST OF SNAKE RIVER PARKWAY.

WHEREAS, the applicant filed an application for annexation on August 20, 2024; and

WHEREAS, this matter came before the Idaho Falls Planning and Zoning Commission during a duly noticed public hearing on October 1, 2024; and

WHEREAS, this matter came before the Idaho Falls City Council during a duly noticed public hearing on October 24, 2024; 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 0.503 acres generally located north of W Sunnyside Road, east of Pioneer Drive, south of Event Center Drive, west of Snake River Parkway.
3. The Comprehensive Plan designates this area as Mixed Use Centers and Corridors.
4. The proposed zoning consists of 0.503 acres of LC Zone with the Controlled Development Airport Overlay Zone. The proposed zones are consistent with the policies of the Comprehensive Plan and existing zoning and land uses in the area.
5. Idaho Falls Planning and Zoning Commission recommended approval of the LC and Controlled Development Airport Overlay 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 _____, 2024

Rebecca L. Noah Casper - Mayor