



January 4th, 2006

6:00 P.M. Working Dinner with Department Heads

Mayor & Council Members:
Shawn Larsen — Mayor
Vacancy Donna Benfield
Farrell Young
Rex Erickson

City Staff :
Val Christensen – Building Official
Kurt Hibbert — Planning & Zoning Dir
Richard Horner — Finance Officer
Blair Kay — City Clerk
John Millar — Public Works Dir
Stephen Zollinger — City Attorney

7:30 P.M. – Pledge to the Flag

Mayor Larsen asked Stephen (scout) to lead the pledge.

Mayor Larsen asked the scouts from Pack 212 & 213, & 300 to introduce themselves to the City Council.

Roll Call of Council Members: Council Member Fullmer and Council Member Anderson were excused.

Consent Calendar: The consent calendar includes items which require formal City Council action, however they are typically routine or not of great controversy. Individual Council members may ask that any specific item be removed from the consent calendar for discussion in greater detail. Explanatory information is included in the City Council's agenda packet regarding these items.

- A. Minutes from December 29th, 2005 meeting
- B. Approve the City of Rexburg Bills

Council Member Erickson moved to approve the Consent Calendar **Council Member Young** seconded the motion; all voted aye, none opposed. **The motion carried.**

Swear in the new City Council Members:

City Clerk Blair Kay swore in the new Council Members: **Chris Mann, Bart Stevens, and Randy Schwendiman.**

Rexburg is home to all three new City Council Members.

Mayor Larsen introduced **County Commissioner Ralph Robison** to the meeting.

Mayor Larsen asked the new City Council Members to introduce themselves.

Election of Council President:

Mayor Larsen asked for a motion to elect a Council President to serve the new council. **Council Member Erickson** moved to elect Donna Benfield as the new Council President according to tradition. **Council Member Schwendiman** seconded. All voted aye, none opposed. **The motion Carried.**

Public Comment: on issues not scheduled on the agenda (limit 3 minutes) – None

Presentations: - None

Committee Liaison Assignments for 2006:

- A. **Council Member Young:** *Downtown Vision · Rexburg Arts Council*
- B. **Council Member Benfield:** *Beautification · Traffic & Safety*
- C. **Council Member Erickson:** *Planning & Zoning · Airport Board:* Council Member Erickson is working with Public Works Director John Millar and Financial Officer Richard Horner on the Airport budget.
- D. **Council Member Schwendiman:** *Golf Board, Traffic Safety Committee*
- E. **Council Member Young:** *Tabernacle*
- F. **Mayor Larsen:** *Mayor's Youth Advisory Board*
- G. **Council Member Stevens:** *IBC Committee · Trails of Madison County*
- H. **Council Member Mann:** *Museum Committee · Parks & Recreation*

Mayor Larsen made the new Liaison assignments. Four oversight teams:

1. Police Oversight Committee will be chaired by **Council Member Benfield**, with **Council Member Erickson** and **Council Member Mann** serving as members.
2. Emergency services oversight team will be chaired by **Council Member Schwendiman** with **Council Member Young** and **Council Member Stevens** as members.
3. Administrative oversight team will be chaired by **Council Member Erickson** with **Council Member Benfield** and **Council Member Schwendiman**.
4. Community Services will be chaired by **Council Member Young** with **Council Member Mann** and **Council Member Stevens** serving as members.

Oversight Teams do Department reviews. All but two of the City Departments have been reviewed in the last year and one half. There are over two hundred people in volunteer committees for the City. Mayor Larsen asked the liaison's to the Committees to be aware of committee meeting times. Mayor Larsen appoints members and the City Council confirms the appointments to City Committees. Each committee needs to have working bylaws. The open meeting laws require publication of agendas and meeting times and dates.

Staff Liaisons:

- Airport Board: **John Millar**
- Arts & Entertainment Committee: **Deborah Lovejoy**
- Golf Board: **Jolyn or Richard**
- IBC Committee: **Val Christensen**
- Museum Committee: **Jack Bowman**
- Parks & Recreation: **Gabe**
- Planning & Zoning: **Kurt Hibbert**
- Beautification: **Crayburn Keoihiolalo "Keola"**
- Tabernacle: **Deborah Lovejoy**
- Traffic Safety Committee: **Officer Randy Lewis and Public Works Dir. John Millar.**
- Trails of Madison County: **Kevin Riggs**, from the GIS Department.

Mayor Larsen explained Committee procedures. Their "Liaisons" role is advisory only. They make recommendations, but the City Council makes the final decision. Each committee must have a chair person and someone to take minutes. **Deborah Lovejoy** oversees all committees.

The City Council Manual was discussed.

The date of the Legacy Flight Museum grand opening is February 02, 2006.

Council Member Benfield brought a Chamber Calendar for the City Council.

Report on Projects: **John Millar**

There is 6.7 million dollars worth of Capital projects in the 2006 Budget. In process are projects under construction, three projects are waiting for grant money.

Council Member Chris Mann reviewed the definition of projects waiting; They are projects coming out of this year's budget waiting for construction.

Public Hearings: None

New Business:

2006 Budget Trends & Comparisons Presentation – Finance Department
Finance Officer Richard Horner reviewed the Budget for 2006.

Mayor Larsen asked for a City Council Photo before they adjourn. McBride Photo Studio took a few pictures for the new City Council.

Mayor Larsen mentioned a few dates for the upcoming calendar:

City Council meetings will start at 7:00 p.m. on the regular schedule.

January 12, 2006 – Employee meeting at the Westwood Theatre to go over the new Employee Handbook. There will be presentations from United Way and World Gym to the employees.

January 18, 2006 – City Council work meeting at 6:00 p.m. and regular meeting at 7:00 p.m.
(Comprehensive Plan discussion)

January 19, 2006 – Joint meeting with the County Commissioners and Sugar City Council.

January 19th and 20th Youth search conference at the High School.

January 26, 2006 – City Officials Day at Boise AIC

January 26, 2006 – Farmers Merchant Dinner City Award for Beautification

February 02, 2006 – Open house for the Legacy Flight Museum at the Airport.

February 08, 2006 – City Council meeting at 7:00 p.m.

February 22, 2006 – City Council work meeting at 6:00 p.m. and regular meeting at 7:00 p.m.
(neighborhood meeting from 6-7:00 p.m. each 2nd meeting of the month)

March 01, 2006 – City Council meeting on wheels.

March 04, 2006 – Volunteer fair.

March 08, 2006 Citizen's Rexburg 101.

March 15, 2006 Citizen's Rexburg 101.

March 16, 2006 Citizen's Rexburg 101.

March 16, 2006 – Joint meeting with the County Commissioners and Sugar City Council.

March 22, 2006 City Council work meeting at 6:00 p.m. and regular meeting at 7:00 p.m.

March 29, 2006 Citizen's Rexburg 101.

April – Normal session for City Council on the 1st and 3rd Wednesdays.

May – Normal session for City Council on the 1st and 3rd Wednesdays.

Mayors Youth Advisory Board will meet at 5:00 p.m. before City Council meetings.

May 29, 2006 – Porter Park spray park grand opening.

June 14, 15 & 16, 2006 – AIC Conference.

June 10, 2006 – Teton Dam Marathon.

July 29, 2006 – Dance Festival at the High School.

July 31, 2006 – Festival parade.

August 04, 2006 – Mayor's Reception for the Dance Festival.

Aug 19, 2006 – Rush Triathlon for the City of Rexburg.

Calendared Bills and Tabled Items:

A. First Reading: Those items which are being introduced for first reading. – NONE

B. Second Reading: Those items which have been first read. – NONE

C. Third Reading: Those items which have been second read. – NONE

D. Tabled Items: Those items which have been the subject of an affirmative vote to a motion to table:

1. **Resolution 2004-22** (Adoption of Vision 2020 Rexburg Comprehensive Plan Text – Tabled November 03, 2004)

Old Business: - NONE

Mayor's Report:

Mayor Larsen asked the City Council to consider a new position for the Engineering Department. The Public Works Director **John Millar** has a multi-million dollar list of projects to complete each year without secretarial help. The engineers are typing letters, and other clerical tasks that take their time away from engineering projects.

Financial Officer Richard Horner reviewed the cost of a secretarial position and recommended that the funding could come from the engineering overheads associated with engineering projects.

The Staff discussed the 2006 Budget with the City Council. The City Clerk indicated a position was retiring at the end of December, 2005 in the Customer Support Services Department. The Customer Services position will not be hired on a full time basis until the next budget year starting in October, 2006. The City Council discussed the merits of adding a position at this time to help the Engineering Department maintain proper records for accounts receivable purposes. There are projects that are completed through Development Agreements with developers that need to be tracked as an Accounts Receivable item. It is cost effective to track these projects in a timely manner with Staff support.

Council Member Erickson moved to approve a secretarial position for the Engineering Department; **Council Member Benfield** seconded the motion; Discussion: the position will be shared with the Mayor's office for secretarial support. The position will be funded through the City's Capital Project's engineering overheads. All voted aye, none opposed.

The motion carried.

Adjournment

Shawn Larsen, Mayor

Blair D. Kay, City Clerk