

City Council Meeting

May 06, 2015

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CITY OF
REXBURG
America's Family Community

May 06, 2015

Mayor Richard Woodland

Council Members:

President Sally Smith Jordan Busby
Donna Benfield Jerry Merrill
Christopher Mann Brad Wolfe

City Staff:

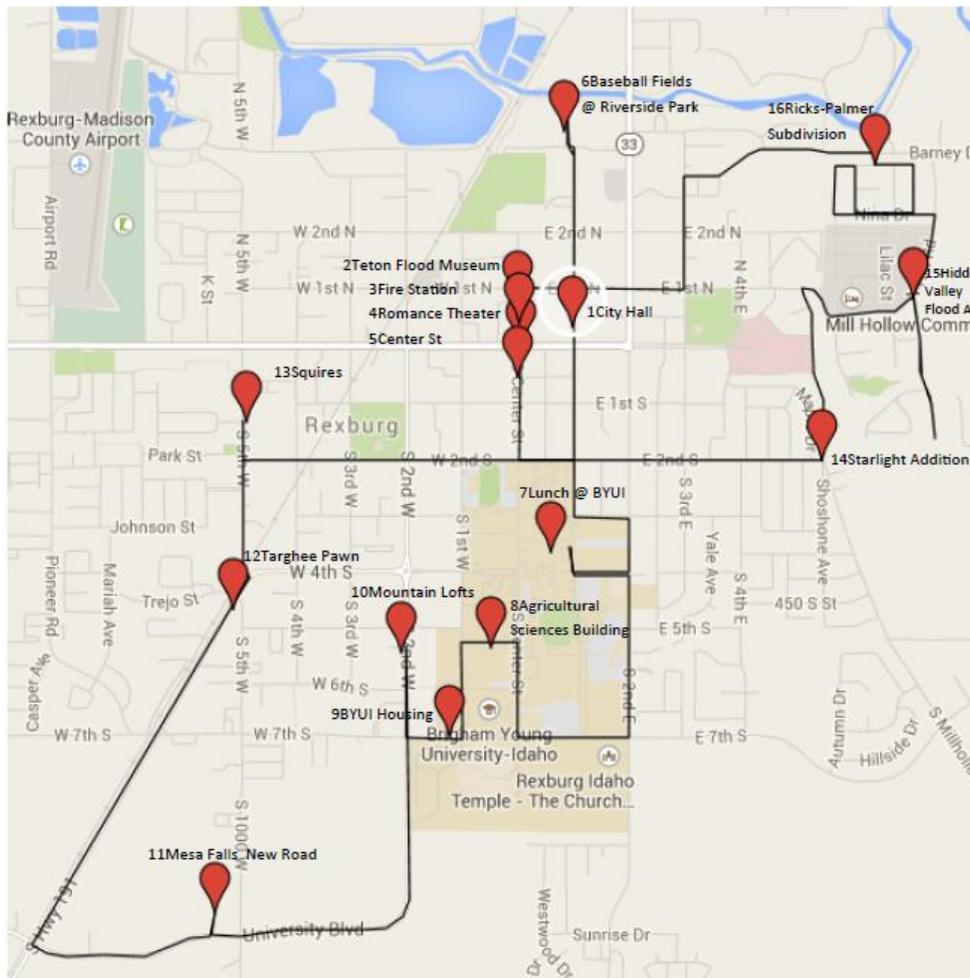
Stephen Zollinger – City Attorney
Matt Nielson – Finance Officer
John Millar – Public Works Director
Val Christensen – Community Development Director
Scott Johnson – Economic Development Director

Attending the Drive Around: Council President Smith, Council Member Mann, Council Member Merrill, Council Member Busby, Council Member Wolfe, and Mayor Woodland.

Council Member Benfield asked to be excused.

No Host Breakfast at Frontier Pies.

9:00 A.M. Drive-Around Points:



City Hall – 9:00 A.M. to 10:00 A.M. – Review new development and other sites in Rexburg including Flood Museum (Daniel Torres); Fire Station (Chief Corey Child); Romance Theatre (Daniel Torres);

Arts Director, Daniel Torres, reviewed the Teton Flood Museum history and current activity. He said there are some agreements in place that should be reviewed. There has been some question about the museum and if there is something that can be done to improve visitor traffic. Some ideas are being looked at but any changes have to go through the Historical Society. Once people have visited the museum, there is no reason to go back because it doesn't change. Mr. Torres said the museum is well advertised. One idea is to add an art gallery. Another idea is to swap out the displays seasonally. Mr. Torres would also like to explore the idea of combining the Teton Flood Museum with the Legacy Flight Museum. He showed City Council the basement storage area that houses other antiques, artifacts and memorabilia.

Daniel Torres then took City Council upstairs to the tabernacle. He explained that due to the increase in use (over 560 scheduled events and rehearsals a year) it is impractical to rely on volunteers to attend the events and run the building. Also, due to the increase, there is a pressing need for more class and rehearsal space in the community. Mr. Torres reviewed some ideas to make the tabernacle more user friendly by changing the seating and perhaps putting in retractable bleachers in order to utilize the floor space. The tabernacle would be a good place for weddings if some benches were taken out and the 'no food or drink' rule was lifted. Mr. Torres showed the council the new windows that were replaced last year and explained that there are still more windows that need to be replaced as well as some masonry work that will need to be done within four to five years. There was some discussion about adding a railing to the south side stairs.

Fire Chief Child gave the council a tour of the new fire department construction. He showed them the upstairs living quarters. He said that everything is on schedule. He also showed council the remodeled water department building that they converted into temporary housing for the fire department. Once the remodel is done on the big building, they will use the small building for housing student helpers.

10:00 A.M. to 11:00 A.M. – Downtown Improvement Ideas (Scott Johnson); Facade loans (Scott Johnson); Ideas on City properties.

Economic Developer, Scott Johnson, met with the council at the Romance Theater. He is in the process of working with some new businesses that would like to come to Rexburg. He explained that a downtown vision committee has been formed and they are working on ways to revitalize the downtown area. He presented a slide show of some concept drawings that some college students have done. He explained the New Market Tax Credit could help with funding for a parking garage as long as there are commercial businesses in the top of it. He also reminded everyone that the city has a Facade Loan Program where any business can get up to \$50,000 per door to re-face their building.

11:00 A.M. to 11:30 A.M. – Recreation Fields at Riverside Park and behind the new Cal-Ranch building (Robert Yeatman & Greg McInnes)

Recreation Director, Robert Yeatman, met with the council at Riverside Park to show them the new parking lot that has just been completed behind Rexburg Rapids and next to the soccer fields. He also showed them the area north of the canal where they are planning on leveling that area and creating open grass areas for soccer and grid kid football. The city has decided to move forward on this area and push the baseball quad project back a year. This will give the football kids a place to play when we do start construction on the quad. The city also realized that instead of doing the baseball quad in two phases, it would be cheaper to do it all at once. There was some discussion about the C.K. Chan property directly behind the old K-Mart that borders the city property. Economic Developer Scott Johnson said The Grove Apartments that are almost complete and located next to the new soccer fields, has proposed putting in some playground facilities that may be shared (donated) and maintained by the city.

11:45 A.M. Lunch at BYU-I – 15 minute update on BYU-I; Rexburg Business Competition (RBC) Presentation – Scott Johnson; Presentation by Print Space; Presentation by Gotac Tactical Gear. Eric Conrad and Ric Page indicated BYU-I is expecting a 1,000 student growth for the next four years. They invited City Council to visit the BYU-I Livestock Center on West Hwy 33 for a tour in the near future. They also discussed the Co-Generation Power Plant. The plant is the first one of its kind in Idaho. They would also like to finish up their housing development, it has approximately 800 beds.

Afternoon: Mesa Falls Star light Addition and Hidden Valley Flood Improvements.

1:20 P.M. – Drive Around to new BYU-I Agricultural Science Building and new BYU-I housing;

South side of Mountain Lofts parking structure; Mesa Falls new road; Targhee Pawn on Yellowstone Hwy; Squires Brick property on 5th West; Star Light Addition; 2nd South to Millhollow Road; Hidden Valley flood area; Ricks-Palmer Subdivision.

Council President Smith pointed out that the Mountain Lofts parking structure was never blocked from view like they had promised. It is somewhat of an eye-sore and the agreement with them was that most of the cement parking garage would not be visible from the roadway; however, that is not the case. The council members did agree, however, it is still better to have the parking garage there.

Council Member Busby showed the council an access problem on South 5th West with traffic and how pedestrian sidewalks along the west side are not available. In order to keep the road straight and add sidewalks, it would cut way back into resident's property. There was discussion about Mesa Falls Apartments proposed third phase. Phase 1 and 2 are nearing completion and Kartchners would like to start on phase 3 which would require a zone change to the south end of the property and would increase the number of apartments there from 450 to 1000.

Council President Smith took the council to the Targhee Pawn store located on Yellowstone and 5th West. This property is now for sale. There was some discussion on the city being able to purchase that and improve that intersection.

Council Member Merrill showed the council the much needed improvements that are need to be done to the Starlight subdivision. The roads are breaking up and have not had any work done on them for a long time.

Public Works Director Millar showed council the new cement wall next to Leishman's, the detention ponds, the canal and ditches that have been dug deeper and the lift station that now has a two foot cement wall around it and a warning light on top all in an effort to protect residents from being flooded again like last summer.

2:30 P.M. City Hall – meet with Department Heads to review 2016 Budget Proposals and Department Goals.

Each Department Head explained their upcoming budget requests for 2016. There were some requests for additional personnel if the budget would allow it. The Police Department contracted with Madison Memorial Hospital for three years to provide security. The hospital contract will pay for an additional police officer.

7:00 P.M. City Hall – Pledge to the Flag

Troop 217 led the pledge.

Ian Zollinger said the prayer.

Roll Call of Council Members:

Attending: Council President Smith, Council Member Mann, Council Member Merrill, Council Member Busby, Council Member Wolfe, and Mayor Woodland.

Council Member Benfield asked to be excused.

Public Comment on non-controversial issues: not scheduled on the agenda (limit 3 minutes):

Dave Ogden, Chairman of Planning and Zoning for Sugar City, handed out Sugar City Ordinance 338. It is in reference to the impact zone that will be discussed later tonight. He explained that this ordinance was adopted in 2008 by Madison County and there was a North Interchange Development Agreement between Rexburg and Sugar City.

Item #1 - Attachment A: North interchange 50 acres of Harris Property:



This was to allow Sugar City to have within its impact zone, 50 acres on the easterly portion of the Harris property. The agreement was that Rexburg would not oppose Sugar City taking the appropriate steps to annex that acreage. The second item in the next paragraph states that Sugar City would not oppose Rexburg taking the 30 acres just to the west with frontage on 2nd East. Item #2 – the parties agree that the property owners east of the Harris property would be allowed to decide which municipality would annex them. Item #3 – Rexburg will allow Sugar City to connect to the wastewater system.

Presentations: - NONE

Committee Liaison Assignments for 2015:

A. Council Member Christopher Mann: *Golf Board · Emergency Services Board · MYAB*

Council Member Mann reported on the Drive Around today. He thanked Sally Smith for the drive around. The Golf Course revenue has been good the last two months. Emergency Services meets tomorrow night. MYAB had its Rexburg Days clean up today at Evergreen Park. They had around 100 people come. The first one hundred people get a free t-shirt. They accomplished a lot today and he is proud of our Rexburg youth and all they do and he thanked the Mayor for his support. Mayor Woodland said the golf course fees are the cheapest in the nation.

B. Council Member Jordan Busby: *GIS Oversight · Airport Board · Traffic & Safety*

Council Member Busby reported two committees have not met; however, the airport board met to discuss the budget. They are hoping to have the ruling from the FFA on relocating the airport within the month.

C. Council Member Donna Benfield: *Police · Trails of Madison County · IBC · Teton Flood Museum Committee*

Council Member Benfield was excused.
The drive around did visit the Flood Museum.

D. Council Member Smith: *Legacy Flight Museum · Rexburg Arts Council (Romance Theatre & Tabernacle Civic Center, Orchestra) · M.E.P.I.*

Council President Smith reported Legacy Flight Museum will be meeting on May 22nd for their budget hearing and finalizing plans for the fly-in. She said Dan Torres, with the Arts Council reported that there were 520 events in the Tabernacle last year. M.E.P.I met Monday and they had a good Economic Development Report from Scott Johnson. The fly-in is June 20th.

E. Council Member Jerry Merrill: *School Board · Parks & Recreation · Urban Renewal Agency*

Council Member Merrill reported the School Board invited City Council to the upcoming graduation on May 29th which requires tickets. Parks and Recreation has great parks this spring. Some cameras are scheduled to be installed at the Parks. Skate boarders in Porter Park have damaged the slides at the Splash Park. The Urban Renewal Agency will meet May 19th to discuss fund allocations to projects from Urban Renewal funds.

F. **Council Member Brad Wolfe:** *Planning & Zoning · Beautification Committee*

Council Member Wolfe reported Planning and Zoning met to discuss the proposed changes to the Rexburg Impact Zone. The Planning Taskforce is recommending changes to downtown to make it pedestrian friendly. Beautification ideas are being reviewed by the Downtown Vision Committee for the downtown area.

Mayor Woodland reviewed the drive-around today.

Public Hearings:

A. **7:20 P.M. Amend the Development Code Ordinance 1115** by file (#15 00188) making amendments to the document concerning substantive and non-substantive items. All proposed modifications to the DEVELOPMENT CODE may be reviewed at the offices of Planning and

Zoning or the City Clerk’s office. The substantive changes amending the Development Code are included in the **first reading of BILL 1132**.

Mayor Woodland opened the Public Hearing:

Staff presentation: Community Development Director Christensen reviewed the proposed changes to the Development Code. There was some question about the difference between a motel and a motor hotel. He said it is the number of required parking spaces. This amendment would also drop the required number of parking stalls by 20% for multi-family dwellings in the Infill/Redevelopment areas.

SIGNIFICANT CHANGES TO THE DEVELOPMENT CODE

Section #	Explanation of Change
3.5.090. LDR2 3.6.090. LDR3	b. Permitted Projections with Conditions. Setbacks and Rights-of-Way Exceptions i. Cornices, eaves, belt courses, sills, buttresses, <u>foundation extension under 3' in height</u> or other similar architectural features. ii. Fireplace structures, bays <u>and other similar structures</u> provided they are not wider than eight (8) feet and are generally parallel to the wall of which they are a part.
3.7.090. MDR1 3.8.090. MDR2 3.9.090. HDR1 3.10.090. HDR2	b. Permitted Projections with Conditions. Setbacks and Rights-of-Way Exceptions i. Cornices, eaves, belt courses, sills, buttresses, <u>foundation extension under 3' in height</u> or other similar architectural features. ii. Fireplace structures, bays <u>and other similar structures</u> provided they are not wider than eight (8) feet and are generally parallel to the wall of which they are a part.
3.7.090. MDR1 3.8.090. MDR2 3.9.090. HDR1 3.10.090. HDR2	c. Box or Bay Windows. Box or Bay Windows provided they are not wider than eight (8) feet may be projected up to one (1) foot in a front yard and up to two (2) feet in a rear yard. No projection is allowed in a required side yard.
3.16.025. Conditional Uses.	<u>Add - Motels and motor hotels</u> <u>Add - Call Center</u> <u>Remove - Motels (highway frontage only)</u>
Parking 5.8 TABLE 3 – Required Number of Parking Spaces	1.1 TABLE 3 – Required Number of Spaces Call Centers and business with higher density cubicles, 0.9 space per employee or 0.6 per employee allowed in Central Business District (CBD), Technology and Office Zone (TOZ). REMOVE - (and Mixed Use (MU2)) . On a case by case basis 0.6 spaces may be allowed in other zones if the Community Development Director determines that the requested location is close in proximity to substantial higher density housing. <u>Use Parking Spaces</u> RESIDENTIAL Single-family dwellings 2 spaces per unit Multi-family dwellings 2.0 spaces per unit (may be reduced by 20% in the Infill/Redevelopment Area as identified in Section 4.16.) High Density Residential (HDR1 & HDR2 Zones, or zones with high-density housing provisions. Does not include dormitory, or non-family housing) 1 bedroom 1.5 spaces per unit 2 bedroom 2.0 spaces per unit (may be reduced by 20% in the Infill/Redevelopment Area as identified in Section 4.16.) 3 bedroom 2.0 spaces per unit (may be reduced by 20% in the Infill/Redevelopment Area as identified in Section 4.16.)

Discussion about the difference between hotels and motels and the language used.

Written correspondence: - NONE

Public Testimony in favor of the proposal (5 minute limit): - NONE

Public Testimony neutral to the proposal (5 minute limit): - NONE

Public Testimony opposed to the proposal (5 minute limit): - NONE

Rebuttal by applicant: - NONE

Mayor Woodland closed the public hearing for deliberations.

Deliberations:

Council Member Mann was concerned about reduced parking possibilities. He said the city needs to be careful about what is done. He has noticed some of the bigger apartment complexes, in the Infill/Redevelopment area don't seem to have a parking problem; however the smaller four and six plexes don't have enough parking. Mayor Woodland indicated it also depends where the complexes are located.

Council President Smith questioned if a four-plex in the Infill Redevelopment Area currently requires you to have 8 parking spaces; however with the change you only have to have 80% parking which reduces it to one and a half spaces per unit. She asked Community Development Director Christensen if the size of the development causes the problem with parking.

Community Development Director said statistics indicate the more units, the less impact it will have; however, if you have less units then statistics show there is a greater chance for anomalies. He indicated smaller units are allowed in the higher density zones.

Community Development Director Christensen recommended using a size to limit the proposal; i.e. (four and six plexes), etc.

Council Member Wolfe was agreeable to reduced percentage with a condition that 100% remains on six and four-plexes or less. He said six-plex or less would remain at the same 100% parking and any development over the six-plex be reduced to 80% parking.

Mayor Woodland questioned with less parking required, the city might receive complaints from city residents. Council Member Merrill indicated the complaints may be higher during the winter months when residents aren't allowed to park on the city streets.

Council Member Wolfe moved to Amend the Development Code Ordinance 1115 by file (#15 00188) making amendments to the document concerning substantive and non-substantive items with the condition that 6 units and less remain at the current rate and consider BILL 1132 first read; Council Member Busby seconded the motion; Mayor Woodland asked for a vote:

Those voting aye

Council President Smith
Council Member Mann
Council Member Busby
Council Member Merrill
Council Member Wolfe

Those voting nay

None

The motion carried.

Items for Consideration:

A. Recommended Amendment to the City of Rexburg Impact Area – Planning and Zoning held a public hearing on April 16th to consider expanding Rexburg's Impact Area. They recommended the new Impact Area Boundaries to City Council for the Madison County Commissioners consideration.

Staff presentation:

Community Development Director Christensen turned the time over to City Attorney Zollinger who reviewed the issues with the Harris property and the Sugar City Ordinance 338. Rexburg has no intention of opposing Sugar City. The property is in the City of Rexburg's Impact Area. This proposal does not change the Harris Property status with Rexburg and Sugar City. Council Member Merrill reviewed the agreement outlined in Ordinance 338. City Attorney Zollinger reviewed the Harris Property on the overhead screen indicating the agreement was more of a peace offering. The recommendation is to have both Rexburg and Sugar City present the changes to their respective Impact Areas to Madison County at the same time. City Attorney Zollinger used an example of new

development coming into the county adjacent to the impact areas developing their own septic systems. The new developments have to be in the Impact Area to receive city services. Septic failures should be able to seek city services if adjacent to the city in the Impact Area.

City Attorney Zollinger indicated Dave Ogden handed out Sugar City's ordinance 338. Mr. Zollinger stated in attachment "A" the City of Rexburg agreed in 2008 after the lawsuit was completed, that the City of Rexburg would not oppose Sugar City taking the necessary steps to annex the 50 easterly acers at such time they were prepared to annex it. Sugar City at that time said they wouldn't oppose the City of Rexburg to annex the 30 easterly acres, which Sugar City didn't have control of.

City Attorney Zollinger stated the City of Rexburg still maintains this status. The City of Rexburg has no intension to oppose Sugar City when they take the steps necessary to annex the property pursuant to the owner's request or that of a developer's request; however the 50 acres are in Rexburg's impact area and were never taken out of Rexburg's impact area.

City Attorney Zollinger said they are asking City Council to keep the northerly boundary as it is currently a straight line across the ditch.

City Attorney Zollinger indicated the City of Rexburg is aware the Harris Family is discussing potential development of their property. The City of Rexburg has been in conversations with the Sugar City Administration. We have made it very clear that if at any point Sugar City has a valid request for annexation we would be willing to work with them. He said to note the agreement speaks only to annexation and doesn't really talk to the impact area.

City Attorney Zollinger reviewed the impact area map on the overhead screen. He referred to the parcels in area number two. He said at that time they were owned by Depacto and the Brown Family. They had elected to be annexed into the city prior to this agreement being executed; therefore their properties weren't a subject for discussion. He referred to the Harris Family's almost 80 acres on the map. It was discussed that the City of Rexburg will not oppose them if Sugar City has someone make a request for the back 50 acres.

The City of Rexburg will allow the 50 acres to be taken out of Rexburg's impact area instead of going through the second round of the lawsuit that Rexburg went through. In exchange, if the Harris's came in and wanted to annex the 30 acres into Rexburg, Sugar City wouldn't oppose it because they have no control over those 30 acres. The agreement was more of a peace offering; we had just completed a lawsuit where the City of Rexburg had defeated Sugar City's attempts to annex any portion of this. The court had ordered Sugar City to de-annex and invalidated their annexation because it is in Rexburg's impact area. He said this agreement was executed by Mayor Dalling and Mayor Larsen as a jester of good will to show Rexburg would be willing to facilitate traffic if they find a developer that wants to annex it and put it into Sugar City. Rexburg would also be a willing participant in allowing them to access our sewer treatment facilities instead of making them push it all the way back to their lift station.

City Attorney Zollinger indicated it was a friendly agreement between two Cities. Rexburg City still honors this agreement. It has been made clear to the Sugar City Administration, if they present an annexation proposal of the 50 acres into Sugar City; we would have every reason to believe that we would allow them to go forward with the annexation by releasing the 50 acres from our impact area. We found no reason to question the fact they had an impact modification without a hearing.

City Attorney Zollinger recommended a committee be formed by having three members of Sugar City, three member of Rexburg and three members of Madison County. They would resolve as much as possible through deliberations in that committee of nine. He said he believes this group would be the most efficient way to manage this. This gives us all the opportunity to do what impact areas are intended to do; which is to start planning the infrastructure, traffic management systems and things that are relevant to the long term development of these properties.

City Attorney Zollinger reviewed the proposed Rexburg Impact Area map. He explained the reasons for expanding Rexburg's impact area.

Council Member Wolfe clarified this doesn't mean the city is annexing or taking care of anything; it is so a development meets code. City Attorney Zollinger indicated the two most critical elements for Rexburg's impact area are protecting and providing water. The city is not allowed to provide any culinary water outside of the city's impact area. He said this is a problem if someone wants to develop outside the impact area and doesn't have access to a well.

Written correspondence: - NONE

Mayor Woodland asked for a motion.

Council Member Mann said it is very important to expand the Impact Area.

Council Member Mann moved to approve the proposal as presented on the Impact Area Map to amend the City of Rexburg's Impact Area; Council Member Merrill seconded the motion; Discussion: Council President Smith asked for a review of the nine man committee; three members from Rexburg, three members from Sugar City, and three members from Madison County. Council Member Wolfe said there are valid reasons to expand the Impact Area to have development in accordance with Rexburg's development codes.

Mayor Woodland asked for a vote:

Those voting aye

Council Member Smith
Council Member Wolfe
Council Member Busby
Council Member Mann
Council Member Merrill

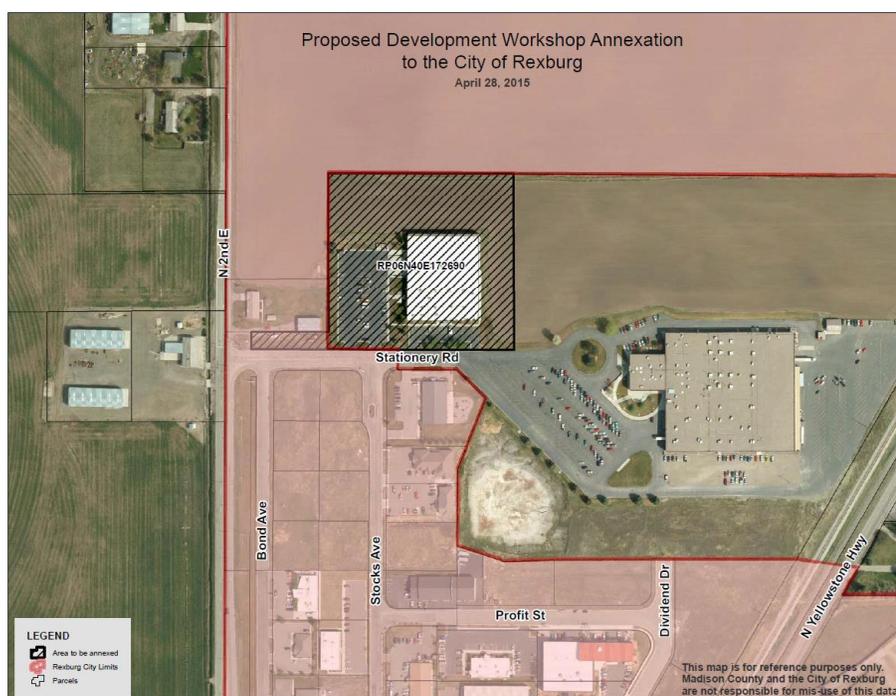
those voting nay

None

The motion carried

B. Development Workshop Annexation at 275 Stationary Place - Staff

Staff presentation: City Attorney Zollinger reviewed the proposed annexation of 275 Stationary Place. It is proposed to have a Public Hearing before the Planning and Zoning Commission on May 21st, 2015 to accept Public input. NOTE: (*This property is located in the Rexburg City Area of Impact, Madison County, Idaho*); this is a heads up for an upcoming public hearing. They plan to develop a playing area for grid kid football on the north side of the property.



City Attorney Zollinger explained that this parcel of land that has been discussed in the past. He said they have been queried on a number of occasions by City Council as to why there is an isthmus of land. He indicated the Development Workshop expressed a willingness to be annexed. This is a result of a development being planned on the north side of the property. The developer went to the Development Workshop's corporate contact to discuss their plans of putting in a grid kid football field. City Attorney Zollinger stated the developer has been in contact with the City's Recreation

Department as well. He indicated the developer was informed the city would not participate in maintaining grass or sharing in the cost of establishing a grid kid football field if was not in the city limits. The developer than went to the corporate owners to ask if they would be willing to be annexed.

Discussion: The City Council was agreeable to have the public hearing to annex 275 Stationary Place. Artco is not seeking annexation. The right-of-way property is being purchased or traded in this action.

Staff Reports:

A. Public Works: – John Millar

1. Approve the aerial photos bid

Public Works Director Millar explained about every two to three years they redo the city’s aerial photos. This year Madison County joined with the city to redo their aerial photos. Madison County is interested in photographing the west half of the county at the same time. The request was put out to bid. They have received three bids, Valley Photo out of Caldwell, Idaho for \$22,292.00, Aero-Graphics, Inc. out of Salt Lake City, Utah for \$36,400.00, Olympus Aerial Surveys, Inc. out of the Salt Lake City, Utah for \$52,280.00. He indicated he brought the bid forward to City Council because it’s combined with Madison County. The cost to the city will be about \$3,800 and Madison County will pay the remainder of the \$22,292.00.

Council Member Busby questioned the pixel quality of the photographs. Public Works Director Millar indicated Valley Photo has been in business for over 30 years; he has inspected their work and found it to be of high quality.

Council Member Merrill moved to approve the bid for new aerial photos of the City of Rexburg; Council Member Busby seconded the motion; Mayor Woodland asked for a vote:

Those voting aye

- Council Member Smith
- Council Member Wolfe
- Council Member Busby
- Council Member Mann
- Council Member Merrill

Those voting nay

None

The motion carried

2. LID Bid

BID RESULTS FOR LID 45	
Contractor	Bid Amount
DePatco Inc.	\$ 697,777.77
H & K Contractors	\$ 781,630.00
Hill & Sons Exc.	\$ 768,183.77
Jerome Bowen Const.	\$ 652,794.79
T.M.C. Cont.	\$ 782,841.50
Knife River	\$ 743,660.00
Edstrom Construction	\$ 817,580.50
Zollinger Construction	\$ -
	\$ -
	\$ -
	\$ -
Engineers Estimate	\$ 740,000.00

Low bid is Jerome Bowen \$652,794.79

Public Works Director Millar indicated the LID 45 project was put out to bid. He said they are reconstructing 2nd North from Center Street to 2nd E. Within this reconstruction project, we are replacing the sewer service line and water and sewer lines.

Council Member Merrill asked when the work will begin. Public Works Director Millar said Jerome Bowen Construction was the lowest bidder; they would like to begin the work as soon as possible.

Public Works Director Millar reviewed the bids and indicated approximately \$135,000.00 would be paid out of the water and sewer funds and about \$150,000.00 would be LID costs. Council Member Mann clarified these are estimated cost.

Council Member Smith moved to approve the low bid from Jerome Bowen Construction for the LID 45 project on 2nd North; Council Member Wolfe seconded the motion; Mayor Woodland asked for a vote:

Those voting aye

Council Member Smith
 Council Member Wolfe
 Council Member Busby
 Council Member Mann
 Council Member Merrill

Those voting nay

None

The motion carried

Council Member Mann asked to have a hand rail added to the steps on the south side of the Tabernacle. Public Works Director Millar said he will have the hand rail added.

B. Finance Department: Matt Nielson

1. Review New Fee Code Listing on the City’s Website

Finance Officer Nielson reviewed the online fees presented on www.rexburg.org for applicants.

The screenshot shows the 'City Fees Directory' page on the City of Rexburg website. The page includes a navigation menu with 'Home', 'Business', 'Resident', 'Visitor', and 'Government'. Below the menu is a search bar and a breadcrumb trail: 'Home > Resident > Quick Links > City Fees Directory'. A search box is present with the text 'Search:'. To the right of the search box is a dropdown menu for 'Show 10 entries'. The main content is a table with the following columns: Fee Code, Department, Category, Description, Adoption Date, and Amount. The table lists various fees such as Landing/Touch Down Fee Per Year, Lot Lease Fee per square foot per year, Monthly Tie Down Fee for unutilized planes-After 120 days, Construction Fee Minimum, Construction Fee per acre, Construction Fee per lot, Change of Occupancy, Excavation Permit, Per Construction Value of \$ 0-500 Base, and Per Construction Value of \$ 501-2,000. At the bottom of the table, it says 'Showing 1 to 10 of 614 entries' and has 'Previous' and 'Next' buttons.

Fee Code	Department	Category	Description	Adoption Date	Amount
AIRFELND	Airport	Fee	Landing/Touch Down Fee Per Year	20111116	\$800.00
AIRRNLOT	Airport	Rental	Lot Lease Fee per square foot per year	20111116	\$0.14
AIRRNTIE	Airport	Rental	Monthly Tie Down Fee for unutilized planes-After 120 days	20140319	\$100.00
BLDBLC01	Building	Building Permit	Construction Fee Minimum		\$400.00
BLDBLC02	Building	Building Permit	Construction Fee per acre		\$300.00
BLDBLC03	Building	Building Permit	Construction Fee per lot		\$150.00
BLDBLCOO	Building	Building Permit	Change of Occupancy		\$50.00
BLDBLEXC	Building	Building Permit	Excavation Permit		\$1,000.00
BLDBLP01	Building	Building Permit	Per Construction Value of \$ 0-500 Base		\$23.50
BLDBLP02	Building	Building Permit	Per Construction Value of \$ 501-2,000		\$0.03050

Finance Officer Nielson indicated by clicking on the headers it will sort by categories, departments, and descriptions. It will be very useful and will save a lot of time.

2. Review a few Budget Adjustments: **Finance Officer Nielson** reviewed the budget adjustment requests:

BUDGET ADJUSTMENT REQUEST FORM

Department: Streets Fiscal Year Affected: 2015

Expense Account to receive Increased Budget:

Account #:	43431704	Amount:	\$ 332,900	Name:	Airport Road
Account #:	43431705	Amount:	\$ 4,600	Name:	Street Patching
Account #:	43431729	Amount:	\$ 13,000	Name:	Handicapped Ramp Replacements
Account #:	42431741	Amount:	\$ 35,000	Name:	CRAOS - 2nd East
Account #:	4343198	Amount:	\$ 432,100	Name:	Contingency
Account #:	43431998	Amount:	\$ 500,000	Name:	Fund Tr. to LID Construction
Account #:		Amount:	\$	Name:	
Account #:	44431737	Amount:	\$ 360,000	Name:	Widen Walmart (2nd E) ^{URD to pay (Receivable)}
Account #:		Amount:	\$	Name:	
Account #:	5443762	Amount:	\$ 360,000	Name:	Contributions - Urban Renewal
Account #:	43431737	Amount:	\$ 700,000	Name:	Cresthaven - LID 45
Account #:	43431702	Amount:	\$ 117,600	Name:	Seal Coat Slurry Seal
Account #:	43431735	Amount:	\$ 500,000	Name:	2nd N. - Center to 2nd E - LID 45

Coming from: Contingency: 0
 Other Expense: 1,317,600
 New Revenue: \$ 360,000

Total Amount of Increase: _____

Reason for increase:
Reprioritized Street Projects for Street Reconstruction.
Budgeted Street Widening @ 2nd E. for Walmart - To Bill URD as receivable

Signed: [Signature]
 Department Head: _____ Date: _____

Reviewed by CFO: [Signature] Date: 3/23/15

Balance of Contingency before above request: _____

Approved by Mayor: [Signature] Date: 3/27/15

Discussion: **Cresthaven Subdivision** is being deferred to 2016. Keith Davidson will set up some public meetings for the Cresthaven Subdivision to address some safety issues.

Council Member Busby asked when the work would begin at the Cresthaven Subdivision. Finance Officer Nielson said \$500,000.00 is in next years budget for Cresthaven Subdivision. Mayor Woodland indicated there is some safety issues he would like to see fixed sooner than later.

Council Member Busby asked to set up a meeting before the next City Council Meeting. Discussion regarding when the best time to set up a meeting with Cresthaven Subdivision. City Council decided to review the condition of the streets on May 20th at 5:00 p.m...

BUDGET ADJUSTMENT REQUEST FORM

Department: Parks Const. Fiscal Year Affected: 2015 Total forecast \$650K

Expense Account to receive Increased Budget:

Account #:	41-438714	Amount:	\$ 240,000	Name:	Const. Parking & Access
Account #:		Amount:	\$	Name:	
Account #:		Amount:	\$	Name:	
Account #:		Amount:	\$	Name:	

Account where budget is coming from:

Account #:	41-38010	Amount:	\$ 161,000	Name:	Urban Renewal Agency
Account #:	41-39999	Amount:	\$ 79,000	Name:	Fund Bal Carriedover
Account #:		Amount:	\$	Name:	
Account #:		Amount:	\$	Name:	

Coming from: Contingency: _____
 Other Expense: _____
 New Revenue: 240,000

Total Amount of Increase: 240,000

Reason for increase:
Additional funding from URA Needed to complete the Riverside Parking Lot.

Signed: [Signature]
 Department Head: _____ Date: _____

Reviewed by CFO: [Signature] Date: 3/24/15

Balance of Contingency before above request: _____

Approved by Mayor: [Signature] Date: 3/27/15

Finance Officer Nielson said they ran short in the budget to finish the parking lot at Riverside Park. The total estimated cost to finish the parking lot is \$650,000.00. He indicated Urban Renewal would pay to finish the parking lot but he would have to increase the budget and then bill them. He worked with Urban Renewal President Richard Horner.

Council Member Busby asked if they could put lights in at the new parking lot at Riverside Park. He said he would like the lights to go in before the parking lot is finished. Council Member Wolfe informed City Council that City Engineer Davidson had indicated they are putting in the conduit to have the lights added. Public Works Director Millar agreed conduit needs to be installed before finishing the parking lot.

Finance Officer Nielson said they have an agreement in place with the State of Idaho for Envision Madison, the traffic study and a little extra for handicap ramp replacements. The grand total from the state is \$250,000.00.

Council Member Busby question if the \$125,000.00 for Envision Madison was coming from City coffers. Finance Officer Nielson said yes; however, the State will reimburse the city 100% for Envision Madison.

BUDGET ADJUSTMENT REQUEST FORM

Department: P&Z/Streets/Golf Fiscal Year Affected: 2015

Expense Account to receive Increased Budget:

Account #:	282841700	Amount: \$	<u>125,000</u>	Name:	<u>Envision Madison Study - Partial</u>
Account #:	<u>02431757</u>	Amount: \$	<u>75,000</u>	Name:	<u>Traffic Study</u>
Account #:	<u>43431739</u>	Amount: \$	<u>31,400</u>	Name:	<u>Handicap Ramp Replacements</u>
Account #:	_____	Amount: \$	_____	Name:	_____

Account where budget is coming from:

Account #:	<u>2833500</u>	Amount: \$	<u>125,000</u>	Name:	<u>State Grant</u>
Account #:	<u>0233510</u>	Amount: \$	<u>75,000</u>	Name:	<u>State Grant - ITD</u>
Account #:	<u>4333500</u>	Amount: \$	<u>31,400</u>	Name:	<u>State of Idaho Grants</u>
Account #:	5003300	Amount: \$	_____	Name:	_____

Coming from:	Contingency:	_____	ENVISION	125,000
	Other Expense:	_____	Traffic Study	75,000
	New Revenue:	<u>\$231,400</u>	Golf Sidewalk	18,000
			Handicapped Ramps	31,400
			Total ITD Grant -	\$250,000
Total Amount of Increase:		<u>\$231,400</u>		

Reason for increase:
ITD state grant to fund Part of Traffic Study / Sidewalks /
and ENVISIONS Madison. Golf had Budget Already

Signed:
 Department Head: [Signature] Date: _____
 Reviewed by CFO: [Signature] Date: 4/13/15

Balance of Contingency before above request: _____
 Approved by Mayor: [Signature] Date: 4/27/15

Council Member Busby moved to approve the budget adjustments for 2015 as presented; Council Member Merrill seconded the motion; Mayor Woodland asked for a vote:

- | | |
|-------------------------|-------------------------|
| <u>Those voting aye</u> | <u>Those voting nay</u> |
| Council Member Smith | None |
| Council Member Wolfe | |
| Council Member Busby | |
| Council Member Mann | |
| Council Member Merrill | |

The motion carried

- C. Community Development** – Val Christensen
 1. April Building Report

Community Development Director Christensen reviewed the April Building Permit Report.

Month: April	Year: 2015										
Permit Number	Permit Type	Project	Address	Parcel #	Issued Date	Applicant	Contractor	Total Valuation	Building Fees	Public Works	
15-00115	Single Family Residential Addition	420 Yale - SFR Addition	420 Yale	RPRSDLMP05073	4/2/2015	Richards Constructor	Richards Constructor	\$22,651.20	\$555.00	\$0.00	
15-00134	Building - Single Family Residence	2320 W 900 S - SFR	2320 W 900 S	RPRSMRF3170060	4/6/2015	Karchner Homes, Inc.	Karchner Homes, Inc.	\$223,453.35	\$1,889.00	\$5,879.00	
15-00165	Commercial Remodel	Eagle Vision Center Remodel	74 E 1st S	RPRRXB10490012	4/6/2015	Morning Flight LLC	Morning Flight LLC	\$11,500.00	\$551.00	\$0.00	
15-00175	Building - Single Family Residence	873 S 2380 W - SFR	873 S 2380 W	RPRSMRF3140190	4/8/2015	Karchner Homes, Inc.	Karchner Homes, Inc.	\$301,470.46	\$2,935.00	\$6,016.00	
15-00161	Building - Single Family Residence	570 Johnson St - SFR	570 Johnson St	RPRHNS0030070	4/10/2015	JSM Construction	JSM Construction	\$362,617.69	\$3,507.00	\$6,102.00	
15-00144	Building - Single Family Residence	435 S Millhollow Rd -	435 S Millhollow Rd	RPRMHSD2000060	4/10/2015	JSM Construction	JSM Construction	\$258,923.30	\$2,282.00	\$6,102.00	
15-00183	Building - Commercial Electrical	BYU-Idaho Parking Lot	151 S Center St	RPRRXB10493073	4/10/2015	Dyer Group	BYU-Idaho	\$30,000.00	\$460.00	\$100.00	
15-00174	Multi Family Residential Remodel	Cottonwood Remodel	42 S 1st W	RPRRXB10402891	4/15/2015	Pickering Constructor	Pickering Constructor	\$32,000.00	\$480.00	\$0.00	
15-00180	Building - Single Family Residence	2362 W 900 S - SFR	2362 W 900 S	RPRSMRF3170020	4/17/2015	Karchner Homes, Inc.	Karchner Homes, Inc.	\$238,663.50	\$2,484.00	\$5,775.00	
15-00136	Commercial Remodel	Lamprecht Hall Remodel	149 E Viking Dr	BYU-IDAHD	4/17/2015	Rulon Nielsen	BYU-Idaho	\$1,442,235.00	\$11,831.66	\$0.00	
15-00189	Madison County Mechanical	BYU-Idaho Agriscience Cent	5438 W Hwy 33	RP06N33E200001	4/20/2015	Lewis Corporation	Lewis Corporation	\$314,628.00	\$2,233.14	\$0.00	
15-00015	Building - Commercial	Walmart	303 E Moody Rd	RPRXBCA0086660	4/21/2015	Greoffrey Cox	Wadman Constructor	\$17,178,155.96	\$94,385.00	\$516,704.20	
15-00161	Building - Single Family Residence	570 Johnson Dr - SFR	570 Johnson Dr	RPRHNS0030070	4/21/2015	JSM Construction	JSM Construction	\$362,617.69	\$3,007.00	\$6,102.00	
15-00169	SFR Basement Finish	36 Mill Race Rd - Basement	36 Mill Race Rd	RPRHDVY6020040	4/23/2015	Eric Albaugh	Eric Albaugh	\$10,000.00	\$400.00	\$0.00	
15-00192	Building - Single Family Residence	895 S 2380 W - SFR	895 S 2380 W	RPRSMRF3140200	4/28/2015	Karchner Homes, Inc.	Karchner Homes, Inc.	\$317,502.32	\$3,084.00	\$6,102.00	
Page: 1								Totals:	\$21,106,418.47	\$130,084.00	\$558,882.20

Community Development Director Christensen said he was asked what is going in at Val Grover’s property. He said the developer “Carlow Senior Apartments” has not paid for permits; however they have been in contact with the city.

Community Development Director Christensen indicated there is a commercial addition at the old car repair shop that was on the southwest corner of the brick yard. They have a foundation only permit at this time. The piece is grandfathered as commercial, they will continue with this use. He thought the brick yard apartments would be going in by now; however there are design delays.

Community Development Director Christensen said there is a new twelve-plex being built down on 6th South across the street from the town homes and the nine plex that was built last year. There is also a six-plex being built on the west side of town. He indicated there are a lot of homes being built. Kartchner Homes said to expect at least one new home a week.

Council Member Busby asked if the fees have been collected for the projects listed. Community Development Director Christensen said yes the fees have already been collected for the projects listed.

Calendared Bills and Tabled Items:

A. LAND USE ACTION – BILLS RECOMMENDED/APPROVED IN A LAND USE PUBLIC HEARING PROCEDURE: – NONE

B. BILL Introduction: – NONE

C. First Reading: Those items which are being introduced for first reading:

1. BILL 1132 (See the Public Hearing Item 9A) Amend the Development Code Ordinance 1115 by file (#15 00188) making amendments to the document concerning substantive and non-substantive items. All proposed modifications to the DEVELOPMENT CODE may be reviewed at the offices of Planning and Zoning or the City Clerk’s office. The substantive changes amending the Development Code are included in the **first reading of BILL 1132.**

Council Member Wolfe moved to consider Ordinance 1132 first read; Council Member Busby seconded the motion; Mayor Woodland asked for a vote:

Those voting aye
 Council Member Smith
 Council Member Wolfe
 Council Member Busby
 Council Member Mann
 Council Member Merrill

Those voting nay
 None

The motion carried

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

E. Third Reading: Those items which have been second read:

1. **Ordinance 1131** to rezone 408 and 416 West Main, and 407 West 1st North from Medium Density Residential 2 (MDR2) to High Density Residential 2 (HDR2). Mayor Woodland asked for a motion.

Council Member Mann moved to consider Ordinance 1131 approved and third read; Council President Smith seconded the motion; Mayor Woodland asked for a vote:

Those voting aye

Council Member Smith
Council Member Wolfe
Council Member Busby
Council Member Mann
Council Member Merrill

Those voting nay

None

The motion carried

Mayor's Business:

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 April 15, 2015 meeting
- B. Approve the City of Rexburg Bills

Council Member Merrill questioned the cost to repair the slide at Porter Park. The bill was for \$1,100, he asked if the cost covers any other repairs. Public Works Director said it only covers the cost to repair and paint the slide. The slide was damaged by skate boarders. The last time the slide was damaged by skate boarders the repair cost was \$4,200.

Council Member Wolfe moved to approve the Consent Calendar and pay the bills; Council Member Merrill seconded the motion; Mayor Woodland asked for a vote:

Those voting aye

Council Member Smith
Council Member Wolfe
Council Member Mann
Council Member Merrill
Council Member Busby

Those voting nay

None

The motion carried

Adjourned at 8:33 P.M.

APPROVED:

Richard S. Woodland, Mayor

Attest:

Blair D. Kay, City Clerk