

City Council Meeting

January 06, 2016

35 North 1st East
Rexburg, ID 83440

blairk@rexburg.org
www.rexburg.org

Phone: 208.359.3020 x2313
Fax: 208.359.3022



CITY OF
REXBURG
America's Family Community

January 06, 2016

Mayor Jerry Merrill

Council Members:

President Sally Smith Jordan Busby

Donna Benfield Tisha Flora

Christopher Mann Brad Wolfe

City Staff:

Stephen Zollinger – City Attorney

Matt Nielson – Finance Officer

Blair D. Kay – City Clerk

John Millar – Public Works Director

Val Christensen – Community Development Director

Scott Johnson – Economic Development Director

6:00 P.M. Work Meeting with City Council to discuss Goals, Community Survey, and the Vision of City Council for 2016.

Mayor Elect Jerry Merrill reviewed the Community and Staff input from a survey in December, 2015. The following list was compiled in summary form for the discussion. The City Council was asked to review the list for a future discussion.

2016 Mayor's Survey

Short Term "Quick Wins"

Citizen Goals

Rexburg Citizen:

- *Put info in the Standard Journal*
- *Plow Grand Loop more often*

Dawn & David Pulsipher:

- *Better Snow Removal*
- *Snow plows out during the day before the grit trucks*

Sian Bessey:

- *Something significant be done to change the way snow removal is done in the city*

Lisa McLaughlin:

- *Hopes the city can plow Eagle Ct (They weren't plowed during or after a snow storm)*

Rachel Davis:

- *More traffic lights needed: 7th & University, 7th S & S 5th W*
- *Repair the roads that need it*
- *S 5th W to help slow down traffic due to Messa Falls, put dips in the road*

City Council

Council Member Chris Mann:

- *Support our new Mayor and show a united Government*
- *Lighting fund and Center Street*
- *Better snow removal and funding for snow removal*

Council Member Donna Benfield:

- *A Mayor report every meeting-up dating what has been done or happening @ city hall since last meeting*
- *A report from each department head at least 1 per month*
- *When are we going to fix the yellow blinking lights!*

City Departments

Community Development:

- *Hold Planning/Zoning & City Council work meetings on a regular basis*
- *Additional focus on Customer Service. Seek training materials for staff.*
- *Implement “One week turn-around” for permitting*

GIS:

- *GIS-Complete parcel viewer training*
- *GIS-Hire Asset Management Position*
- *City-Adopt a Downtown Redevelopment Vision*

Engineering:

- *Water/wastewater system upgrades*
- *Roundabout flooding*
- *Pre thought out press releases for water issues*
- *Project updates on website*

Finance:

- *Enhance reporting and services provided online and on our web page*
- *Better working relationship with the School District-3 projects: develop a plan for the Junior High that incorporates commercial and mixed green space, starting baseball quad, & finalizing site for well and buildings on HS property*
- *Hire 1 or 2 PT finance staff and train*
- *Implement Work Flow Process-Public Gathering Permit, BL, Onboarding/ Access for HR*

Customer Services:

- *Upgrade software/supplies to improve production*
- *Continue support for Mayor and staff*

Police:

- *Active Shooter- Quick access safes, blue prints, campus familiarization, continuous training with campus security and school officials*
- *Create Evidence Storage/ Training facilities in new RPD storage building with FATS system room*
- *Increase Officer physical and mental fitness thru mandatory fitness and health training*
- *Create more comprehensive “Employee Evaluation”, Job specific, increased performance/professionalism*

TCS:

- *Standardization in training, experience, consumables, and replacements part inventories.*

Public Works:

- *Acquire land for the new well and related on the west side of US-20*
- *Clean up interchange ramps a south and Main St exits*
- *Finish landscaping of the area along the south side of municipal golf course*
- *Complete necessary facilities to pump water from the river into Walters pond*
- *Better lighting in some areas of the city*
- *Complete hand railing on the south stairs of Tabernacle*

Economic Development:

- *Re-sign Parks (signs are faded)*
- *Way finding and parking signs*
- *Community outreach meetings/ dinner with mayor*
- *Relations with school district and Sugar City*

Medium Term Goals

Citizen Goals

Rexburg Citizen:

- *2nd Road over River to go north*
- *Advertise Events*

Dawn & David Pulsipher:

- *Clear roads when it snows before the snow turns to ice*

Randall Porter:

- *Adherence/enforcement of the Lighting Standards as presented in the Ordinance (regarding a specific light)*

Rachel Davis:

- Rec Center- with an exercise area, indoor pool, basketball court by Rexburg Rapids
- Provide free green waste disposal
- Move mailboxes to same side of the street the residents live on, like on 5th W, it is dangerous to cross

Council Members

Council Member Chris Mann:

- Downtown tree project
- Budget process review
- More playground equipment in parks

Council Member Donna Benfield:

- A report on the "Plan" short/med/ long range for all departments at least twice a year to show what progress has been made Ex: several "plans" for pks & rec 1 soccer, 2 baseball, 3 races, 4 ect.

City Departments

Community Development:

- Finish Zoning task force "Regulatory Barrier" study
- Finish Center Street Project
- Create "Front Desk" position for permitting

GIS:

- GIS-Complete Parcel Control Network project
- GIS-Move all Imagery to internal servers
- GIS-Develop and adopt an Asset Management Policy
- City-Finalize Center St. Streetscape plan
- City-Work out an agreement with the school district on redevelopment of old Jr High

Engineering:

- Access Management Plan
- Street widths (existing large or small)
- Standardizing street lights (LED)
- Water recharge set up

Finance:

- Improve Recreation programs
- Complete projects before new projects are started
- Complete full study of management/ contract options for Golf Course
- Use work Flow and create a new payment approval process for department heads and city council

Customer Service:

- Hire Deputy City Clerk
- Mass text for garbage pickup changes or other important notices
- Continue cross training to support other departments

Police:

- Train all BYU-I & local school employees on "Active Shooter" and "Critical Incidents" responses
- All Officers passing PT test yearly with sustained personal fitness habits
- Officer Communication Courses "Don't be the cause of the issue"
- Increased "Critical Thinking/Decision Making Skills" –Shoot Don't Shoot scenario training (F.A.T.S.)

TCS:

- Technical Oversight, we would like to oversee the purchasing of technical devices

Public Works:

- Finish the replacement of the trees on Main St. so there is uniformity to what is there.
- Complete a project along Center St. from Main to 1st South to make this more inviting.
- Acquire the draw above Hidden Valley subdivision and develop storm drainage basins and eventually a pathway and natural park setting to protect the area.
- Complete the replacement of the Tabernacle windows.
- Repair or replace the ADA lift in the Tabernacle.
- Change the irrigation system for the community fields from culinary water to surface water.
- Better street lighting on north 2nd east.

Economic Development:

- Center Street

- *S.T.E.M. Programs and center*
- *Envision Madison*
- *Relations with School District & Sugar City*
- *Redo comprehensive plan*
- *Standardize branding of City*

Long Term Goals

Citizen Goals

Rexburg Citizen:

- *Indoor Swimming Pool*

Dawn & David Pulsipher:

- *Purchase snow plows to replace the graders*

Rachel Davis:

- *Move the airport and make it bigger*
- *Turn the old airport into a rec area: ie Noise park, go cart area, drag strip...*
- *Better shopping options*

Council Members

Council Member Chris Mann:

- *Grant writer for the city*
- *Exit 20 improvements, both beauty and function*
- *Romance Theater, finish it!*

City Departments

Community Development:

- *Redo the City of Rexburg Comprehensive Plan*
- *Create Park Plan*
- *Create Parking Plan for Downtown. Include potential parking garage locations*

GIS :

- *GIS-Rebuilt our parcel maintenance database and workflow*
- *GIS-Implement and effective Asset Management Program*
- *City-Redevelop old Jr. High property in a way that sets precedence for redevelopment of the rest of downtown*
- *City-Construct a Center St. Streetscape project*

Engineering:

- *Airport Relocation*
- *Storm water funding*
- *Irrigation of parks with canal water*
- *Bike and pedestrian pathways throughout city*

Finance:

- *Complete bridge crossing over the river*
- *Research Out and select a new finance software package if necessary*

Customer Service:

- *Instant Messenger*
- *As the city grows, install gates at front desk*
- *Install a drinking fountain by restrooms*

Police:

- *Safe School Campuses*
- *Safer Community for citizens to live, work, and play*
- *Greater Officer Safety and Health*
- *Increased Department Professionalism and Abilities*

TCS:

- *Update and finalize the Acceptable Use Policy (AUP)*

Public Works:

- *Stay ahead of the growth with water and wastewater capacities*
- *Develop a new north-south access across the river and through the city.*
- *Work with ITD to increase the capacities of the South and Main St. interchanges.*
- *Continue to acquire and develop pathways along the river both up-stream and down-stream.*

- *Improve the condition of the existing parking lots behind Porter's and the one on south Center St.*
- *Work towards the continual acquisition of rights-of-way for the east belt-way street project.*
- *Complete a total reconstruction of the curb, gutter, sidewalk, lighting, etc. on Main St.*

Economic Development:

- *Enhance entrances and exits*
- *Review and combine all recent studies*
- *Envision Madison*
- *Relations with School District and Sugar City*
- *Technology Park at current airport*
- *Redevelop Jr High*

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

Brent Waldron led the pledge.

Sharon Marlor said the prayer.

Roll Call of Council Members:

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

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 16, 2015 meeting
- B. Approve the City of Rexburg Bills

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

Those voting aye

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

Those voting nay

None

The motion carried

***** Ceremony to seat the newly elected city officials:** (Certificates of Election) – City Clerk

A. Oath of Office:

1. Swear in **Jerry Merrill** as Mayor.

City Clerk Blair Kay recited the Oath of Office with the respective newly elected officials repeating the Oath. Each Official was presented a “Certificate of Election” and the “Oath of Office” document.



Certificate of Election

City of Rexburg, State of Idaho

THIS IS TO CERTIFY, that at a general election held in the City of Rexburg, County of Madison, State of Idaho, on the 3rd day of November, 2015, Jerry Merrill was duly elected to the office of Mayor for a term of four (4) years, beginning the 6th day of January, 2016.



IN WITNESS WHEREOF, this certificate has been signed by the Mayor and Clerk of the City of Rexburg, and its corporate seal has been hereto affixed on the 6th day of January, 2016.

Attest: Blair D. Kay
Blair D. Kay, City Clerk

Richard S. Woodland
Richard S. Woodland, Mayor

OATH OF OFFICE

STATE OF IDAHO,
} SS
County of Madison

I, Jerry Merrill do solemnly swear (or affirm) that I will support the Constitution of the United States, and the Constitution of the State of Idaho, and that I will faithfully discharge the duties of Mayor according to the best of my ability.

(Signature of Elected or Appointed Official)

Subscribed and sworn to before me this 6th day of January, 2016.

Blair D. Kay, City Clerk

Mayor Merrill presented the “Key to the City” to Mayor Woodland and Mayor Woodland presented the keys to his office to Mayor Merrill. Mayor Merrill then took his place in the Mayor’s seat and Mayor Woodland left the dais.

2. Swear in Sally Smith, Jordan Busby and Tisha Flora as City Council Members by City Clerk Blair D. Kay.



Certificate of Election

City of Rexburg, State of Idaho

THIS IS TO CERTIFY, that at a general election held in the City of Rexburg, County of Madison, State of Idaho, on the 3rd day of November, 2015, Sally Smith was duly elected to the office of Councilmember for a term of four (4) years, beginning the 6th day of January, 2016.



IN WITNESS WHEREOF, this certificate has been signed by the Mayor and Clerk of the City of Rexburg, and its corporate seal has been hereto affixed on the 6th day of January, 2016.

Attest: Blair D. Kay
Blair D. Kay, City Clerk

Richard S. Woodland
Richard S. Woodland, Mayor

OATH OF OFFICE

STATE OF IDAHO,
} SS
County of Madison

I, Sally Smith do solemnly swear (or affirm) that I will support the Constitution of the United States, and the Constitution of the State of Idaho, and that I will faithfully discharge the duties of Councilmember according to the best of my ability.

(Signature of Elected or Appointed Official)

Subscribed and sworn to before me this 6th day of January, 2016.

Blair D. Kay, City Clerk

Certificate of Election

City of Rexburg, State of Idaho

THIS IS TO CERTIFY, that at a general election held in the City of Rexburg, County of Madison, State of Idaho, on the 3rd day of November, 2015, Jordan C. Busby was duly elected to the office of Councilmember for a term of four (4) years, beginning the 6th day of January, 2016.



IN WITNESS WHEREOF, this certificate has been signed by the Mayor and Clerk of the City of Rexburg, and its corporate seal has been hereto affixed on the 6th day of January, 2016.

Attest: Blair D. Kay
Blair D. Kay, City Clerk

Richard S. Woodland
Richard S. Woodland, Mayor

OATH OF OFFICE

STATE OF IDAHO,
} SS
County of Madison

I, Jordan C. Busby do solemnly swear (or affirm) that I will support the Constitution of the United States, and the Constitution of the State of Idaho, and that I will faithfully discharge the duties of Councilmember according to the best of my ability.

(Signature of Elected or Appointed Official)

Subscribed and sworn to before me this 6th day of January, 2016.

Blair D. Kay, City Clerk

Certificate of Election

City of Rexburg, State of Idaho

THIS IS TO CERTIFY, that at a general election held in the City of Rexburg, County of Madison, State of Idaho, on the 3rd day of November, 2015, Tisha Flora was duly elected to the office of Councilmember for a term of four (4) years, beginning the 6th day of January, 2016.



IN WITNESS WHEREOF, this certificate has been signed by the Mayor and Clerk of the City of Rexburg, and its corporate seal has been hereto affixed on the 6th day of January, 2016.

Attest: Blair D. Kay
Blair D. Kay, City Clerk

Richard S. Woodland
Richard S. Woodland, Mayor

OATH OF OFFICE

STATE OF IDAHO,
} SS
County of Madison

I, Tisha Flora do solemnly swear (or affirm) that I will support the Constitution of the United States, and the Constitution of the State of Idaho, and that I will faithfully discharge the duties of Councilmember according to the best of my ability.

(Signature of Elected or Appointed Official)

Subscribed and sworn to before me this 6th day of January, 2016.

Blair D. Kay, City Clerk

The newly sworn in Council Members took their seat on the dais.

Mayor Merrill thanked City Clerk Blair Kay and then had Council Member Tisha Flora introduce herself and her family.

Mayor Merrill thanked his family for their support and introduced them.

1. Election of City Council President

Mayor Merrill thanked Council President Smith for serving as president for the past two years. He acknowledged all the work that the council president does. He then asked for nominations for the next council president.

Council Member Benfield nominated Council Member Sally Smith and said she has done a fantastic job.

There were no other nominations.

Council Member Benfield moved to approve Council Member Sally Smith as the City Council President; Council Member Busby seconded the motion; Mayor Merrill asked for a vote:

Those voting aye
Council Member Smith
Council Member Benfield

Those voting nay
None

Council Member Flora
Council Member Mann
Council Member Busby
Council Member Wolfe

The motion carried

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

Presentation:

Committee Liaison Assignments for 2015:

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

Council Member Mann reported his committees have not met.

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

Council Member Busby reported that both the Airport Board and Traffic & Safety met today. The Airport Board discussed two items. The first was to make the pilots lounge a 24/7 operation to make it more welcoming for those flying in at night. David Taylor will have more information on that at the next meeting. Next month they will meet with GDA (Graham Dietz & Associates) to talk about sight locations for possible relocation of the airport. Traffic & Safety discussed teaming up with BYU-I, The Standard Journal and local media to raise awareness about how to use the round-about, hawk light awareness and basic winter driving skills. They are hoping to come up with a DVD presentation that will be mandatory for all college professors to show at the beginning of each trimester. It could also be shown at the high school and made accessible on a website for everyone.

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

Council Member Benfield reported she has not met with any of her committees. She then turned some time over to Officer Wheeler. Officer Wheeler announced that the Rexburg Police Department is putting on a seminar for parents' tomorrow night at 6:30 p.m. at the Romance Theater regarding local trends with drug and alcohol in our community.

Council Member Benfield expressed her appreciation for the Rexburg Police Department and how nice they look tonight in full uniform.

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

Council President Smith reported the Legacy Flight Museum and MEPI have not met. MEPI will meet next week. The Arts Council has come a long way in the last few months. Council Member Flora will be the new liaison over the Arts Council. She thanked Anna Bjorn for serving as the Chairman and Jackie Rawlins, the new Cultural Arts Director. She appreciates all the hard work they have put into the Arts Council and for getting things going again.

Mayor Merrill asked Jackie Rawlins to stand and be noticed. He introduced her. She is the new Cultural Arts Director/Museum Curator. He said she is doing a great job.

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

Mayor Merrill reported that Council Member Wolfe will be taking his place as liaison to the Urban Renewal Board. Joseph West has been a member on the Urban Renewal Board and his term is up. Typically, they are asked to serve two terms if possible because it provides good continuity. Mr. West brings a good balance to the board because he is a community member that is not a developer. It's good to have a good cross section on the board. Mayor

Merrill asked for a motion to ratify Joseph West to the Urban Renewal Board for another term.

Council Member Mann moved to approve the re-appointment of Joseph West to the Urban Renewal Board; Council Member Benfield seconded the motion; Mayor Merrill asked for a vote:

Those voting aye

Council Member Smith
Council Member Benfield
Council Member Flora
Council Member Mann
Council Member Busby
Council Member Wolfe

Those voting nay

None

The motion carried

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

Council Member Wolfe reported Planning & Zoning will meet tomorrow night. The Beautification Committee has been making some plans for Center Street that they will present later. The Rural Planning Organization (RPO) met today. He explained the RPO is comprised of the City, the County, Police, Sheriff, Sugar City, Idaho Transportation Department, and BYU-I. They discussed the new Thornton interchange. All the entities of the RPO are working together well. They hope to accomplish what is needed to keep people safe. It's a good group and good things are happening.

Mayor Merrill commented that it is refreshing to see the government entities of the RPO working together so well. It's a great organization that we have established and we are happy to be a part of it.

Mayor's Report:

A. Ratify Heidi Christensen and John Bowen as new members to serve on the Planning and Zoning Commission; to replace Cory Sorensen and Tisha Flora. Mayor Merrill said Heidi Christensen has been active in some of the concerns on Second East and will bring a good balance to the committee. John Bowen has lived in Rexburg for a long time. He is retired now but he helped develop a lot of the subdivisions on the hill. He will bring some good experience to the commission. Mayor Merrill asked for a motion to appoint Heidi Christensen and John Bowen to the Planning & Zoning Commission.

Discussion:

Council Member Wolfe moved to ratify Heidi Christensen and John Bowen as new members to serve on the Planning and Zoning Commission to replace Cory Sorensen and Tisha Flora; Council Member Smith seconded the motion; Mayor Merrill asked for a vote:

Those voting aye

Council Member Smith
Council Member Benfield
Council Member Flora
Council Member Mann
Council Member Busby
Council Member Wolfe

Those voting nay

None

The motion carried

Public Hearings: - NONE

Items for Consideration:

A. Discuss changing the name of the Teton Flood Museum to the “Museum of Rexburg” -
Jackie S. Rawlins Cultural Arts Director/Museum Curator

Cultural Arts Director, Jackie Rawlins asked that the name of the Teton Flood Museum be changed to Museum of Rexburg. She said that less than ten percent of the items in the museum are about the flood. The patrons that come are usually surprised that there aren't more things about the flood since it is called the Teton Flood Museum but they do enjoy what they see. She described the items you see when you walk through the museum. There is a small area of flood display. She shows the flood video to the patrons and has to explain that the jumping will stop in a few minutes. She would like to have more interactive displays on the flood like screens where people can spend as much time as they want, listening to the story of the flood. Perhaps they could turn the media room into a Teton Flood Room and have a table where kids can build their own dam and have the water break through it. This name change would allow them to expand more.

Mayor Merrill asked about the name, Rexburg History Museum that showed on his paper. Director Rawlins explained that they had considered that name but changed it to Museum of Rexburg because they want to have more than just the history of Rexburg. She wants to be able to continue to honor the area of Rexburg like they have but also add exhibits that are changing all the time. There is a large storage area that she would like to utilize and perhaps turn into a S.T.E.M. area for kids.

Council Member Smith said she has a DVD in good condition of the Teton Flood, if Director Rawlins would like to use it in place of the damaged disc.

Arts Director Rawlins showed a poster example of ideas for marketing Rexburg's downtown area called The Venues. She referred to Idaho Falls and how they bring in special speakers and toddler classes, etc. to bring in more patrons and have more variety. The Venues would be a monthly print out of all the events going on at the Tabernacle and the Romance Theater along with the Museum.

The Venues
REXBURG'S CULTURAL DISTRICT

JANUARY / FEBRUARY

<p>THE ROMANCE THEATER</p> <p>Improv Idaho - Jan. 9th 7 p.m. & 9 p.m. - \$6</p> <p>Family Movie Night NEWSIES Jan. 11th - 6:30 p.m. \$1.50</p> <p>Themed Movie Night (dressing up encouraged) AVENGERS Jan 15th - 7p.m. \$2</p> <p>RCT Presents Arsenic & Old Lace Feb. 5th, 6th & 8th 7 p.m. - \$6</p>	<p style="text-align: center;">Tabernacle CIVIC CENTER</p> <p>Carousel Chorus Performance Feb. 19th - 7 p.m. Free</p> <p>Rexburg Tabernacle Orchestra Presents A Night of Russian Composers Feb. 24th - 7:30 p.m. Free</p>
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Museum of Rexburg

Council Member Mann said “Hats off” to Arts Director Rawlins.

Council Member Busby also agreed.

Mayor Merrill asked for a motion to change the name of the Teton Flood Museum to the Museum of Rexburg.

Discussion:

Council Member Busby moved to change the name of the Teton Flood Museum to Museum of Rexburg; Council Member Flora seconded the motion; Mayor Merrill asked for a vote:

Those voting aye

Council Member Smith
Council Member Benfield
Council Member Flora
Council Member Mann
Council Member Busby
Council Member Wolfe

Those voting nay

None

The motion carried

Mayor Merrill wanted to recognize Anna Bjorn for her dedication as Chairman of the Arts Council. He also recognized Roger Harris for all that he has done over the years in maintaining the Rexburg Tabernacle and Romance Theater.

Staff Reports:

A. Public Works: - John Millar

1. Award Wastewater Project Bid. He showed the bids that came in.

Public Works Director Millar reported that six weeks ago the lowest bid came in at \$5,325,000. It was determined at that time that they could make some minor changes to lower costs and rebid it. Four new bids came in at the end of the year. The lowest bid was \$5,045,173 which is a reduction of about \$282,000. The bid was done in a manor to allow for deleting out items if needed. The base bid under number 1 (below) shows the total without the storage building and drying slab. Public Works Director Millar recommends awarding the total project with all the elements at the \$5,045,173 and move ahead with the project.

Council Member Wolfe asked if all the items listed are necessary for the completed project. Public Works Director Millar said there are some elements that could be eliminated but it would affect the efficiency and final operation of the system.

Council Member Wolfe asked if the funding we have for this will cover it. Public Works Director Millar said, yes it would, along with the operating funds that we have on hand.

Mayor Merrill asked Public Works Director Millar if he feels comfortable that this will fit within the budget. Public Works Director Millar said, yes. With the first bid, it would have been tight but now that it is nearly \$300,000 less, it fits easily within the budget.

Council Member Busby asked if we have a contingency for change orders. Public Works Director Millar said the overall budget is 8 million which includes engineering and the equipment that has already been purchased and there is a contingency in that number.

Chief Financial Officer Nielson said the money is there. There is enough in reserve between the capital and the operating expense. One may have to loan the other but there is no need to borrow.

Council Member Busby asked if we are receiving a grant. Public Works Director Millar said that is on the water system.

Mayor Merrill asked if the funds come from sewer fees. Public Works Director Millar said, yes, they come from the connection fees and the monthly user fees.

Bidder	BID ITEMS -See definition below							Total	A-1	A-2
	1	2	3	4	5	6	7			
DL Beck	\$ 4,203,392.00	\$ 98,000.00	\$ 350,000.00	\$ 130,371.00	\$ 103,880.00	\$ 45,580.00	\$ 113,950.00	\$ 5,045,173.00	\$ (90,000.00)	\$ 15,000.00
COP	\$ 4,053,500.00	\$ 141,500.00	\$ 445,000.00	\$ 165,000.00	\$ 115,000.00	\$ 54,500.00	\$ 125,500.00	\$ 5,100,000.00	\$ (26,580.00)	\$ 21,000.00
Depatco	\$ 4,047,635.00	\$ 175,535.00	\$ 542,285.00	\$ 177,770.00	\$ 139,335.00	\$ 167,540.00	\$ 76,338.00	\$ 5,326,438.00	\$ 362,123.00	\$ 7,901.00
RSCI	\$ 4,420,400.00	\$ 84,400.00	\$ 657,000.00	\$ 143,300.00	\$ 181,800.00	\$ 114,100.00	\$ 71,700.00	\$ 5,672,700.00	\$ 94,200.00	\$ 23,700.00

CITY OF REXBURG

CITY OF REXBURG WATER RECLAMATION FACILITY – SOLIDS HANDLING PROJECT BID SCHEDULE

PROJECT COMPLETED WITHIN 300 CALENDAR DAYS*

ITEM NUMBER	ITEM DESCRIPTION	UNIT	TOTAL COST
1	A lump sum price to do all work at the Rexburg Water Reclamation Facility site as shown and described in the construction drawings and technical specifications except for the other bid items specifically listed and broken out as other items in this schedule. The work includes all civil, structural, architectural, mechanical, electrical, controls and other work associated with improvements at the site as indicated in the design drawings and specifications to furnish a complete and functional project. All associated overhead, mobilization, insurance, bonding, etc..., shall be included in the total price.	L.S.	
2	Floor Heating System – Including all hot water supply and return piping from the Pasteurization Building to the Solids Storage building, the hot water recirculation pump, associated valves, controls, and rigid insulation beneath the Solids Storage Building concrete floor. Including all installation and of the floor heating system but excluding the placement of the Solids Storage Building floor.	L.S.	
3	Solids Storage Building – Including the complete installation of all architectural, structural, mechanical, and electrical items for the complete supply and installation of this building excluding the floor heating system.	L.S.	
4	Dewatered Solids Conveyors including the conveyor equipment, supports, connections, installation, electrical and so forth to provide a complete, installed conveyance system.	L.S.	
5	Digester Gas H2S Scrubber System supplied as described in Section 437100 and installed per the contract documents.	L.S.	
6	Waste Gas Burner System supplied as described in Section 437700 and installed according to the contract documents.	L.S.	
7	Gas Conditioning Equipment supplied as described in Section 437720 and installed per the contract documents.	L.S.	

BID ALTERNATES

Depending on the bids and the available budget for the project, the Owner may elect to preferentially include portions of the Work noted as BID alternates in the Contract Documents. Accordingly, the following table lists bid alternate items that may be included in the scope. The Owner may elect to add any combination or all alternate bid items to the scope. At Owner’s discretion, the amounts listed in the alternate bid schedule may be added to the total base bid amount provided in the bid table above.

ALTERNATE BID SCHEDULE

ITEM NUMBER	ITEM DESCRIPTION	UNIT	ALTERNATE COST
A-1	Cost to replace the CMU Solids Storage Building with a Rigid Frame Fabric Building System. This option will eliminate the pad footings and maintain the wall footing along the entire building perimeter. The building length would also be lengthened to 130’. Preliminary building drawings are provided as part of Contract Documents for informational purposes only.	L.S.	
A-2	Cost to provide alternate Roof Overhang Trim at the Pasteurization Building.	L.S.	
SUM OF BID ALTERNATE AMOUNTS			

Discussion:

Council Member Busby moved to award the Wastewater Project Bid to DL Beck for the amount of \$5,045,173.00; Council Member Smith seconded the motion; Mayor Merrill asked for a vote:

Those voting aye

Council Member Smith
Council Member Benfield
Council Member Flora
Council Member Mann
Council Member Busby
Council Member Wolfe

Those voting nay

None

The motion carried

2. Cooperative Agreement (Signal Maintenance) with the Idaho Transportation Department.

Public Works Director Millar explained the state local agreement with Idaho Transportation Department for a memorandum of understanding the operation of the traffic signals that are on the Highway 33 route. It involves about 13 signal lights. If you go back about ten years, we were on this system and then due to a shift by ITD, we went to a method that was easier accounting wise in that we paid the power and they paid all the maintenance. They now want to go back to the way the existing memorandum of understanding is written in that we proportionately share the cost of the signals, both power and operation and maintenance by the number of lanes which are associated with each signal. So when we count those lanes, the percentage comes out as 39 percent of the lanes would be the City and 61 percent would be state. This agreement proposes that the City would pay 39 percent of the overall operation costs and the state would pay 61 percent. There is a resolution that would need to be approved.

Council Member Busby asked if the state will provide all labor and repairs. Director Public Works Millar said, yes.

Council Member Wolfe asked if that labor is part of what we are paying for. Public Works Director Millar said that is correct. Council Member Wolfe asked about how much 39 percent would be compared to before. Public Works Director Millar said it would be around 5 to 10 percent higher.

Chief Financial Officer Neilson said we paid \$75,000 last year.

Mayor Merrill asked if that will throw our budget off. Chief Finance Officer Nielson said no, it won't; we pay it out of the safety lighting fund and our budget is \$74,000 for next year.

Council Member Busby asked what happens if we need additional signal lights. Public Works Director Millar said it would come in under an agreement. Right now they are looking at upgrading the traffic light at 5th West and Main Street. That may change the ratio if we determine that we want to add additional lanes.

Council President Smith asked if this is a standard agreement. Public Works Director Millar said, yes, it is. He said Idaho Falls has a little different agreement because they have a traffic signal staff in their electrical department.

Mayor Merrill asked about traffic signal timing; does it have anything to do with this. Public Works Director Millar said no, it's under a different agreement. The state will pay half and we will pay half on the synchronization on Second East.

Resolution 2016 – 01

WHEREAS, the Idaho Transportation Department, hereafter called the **STATE**, has submitted an Agreement stating obligations of the **STATE** and the **CITY OF REXBURG** hereafter called the **CITY**, for maintenance of traffic signals on the State Highway System within the City limits; and

WHEREAS, each party is responsible for certain duties and costs for maintenance of the traffic signals;

NOW, THEREFORE, BE IT RESOLVED:

1. That the Agreement for maintenance of traffic signals on the State Highway System within the City limits is hereby approved.
2. That the Mayor and the City Clerk are hereby authorized to execute the Agreement on behalf of the **CITY**.
3. That duly certified copies of the Resolution shall be furnished to the Idaho Transportation Department.

CERTIFICATION

I hereby certify that the above is a true copy of a Resolution passed at a regular, duly called meeting of the City Council, City of Rexburg, Idaho, held on January 06, 2016.

(SEAL)

Blair D. Kay, City Clerk

EXHIBIT “A”

DECEMBER 2015

**COOPERATIVE AGREEMENT
(SIGNAL MAINTENANCE)
CITY OF REXBURG**

Following is a list of the signalized intersection on the State Highway System within the City of Rexburg.

NO.	INTERSECTION	APPROACH LANES STATE	APPROACH LANES CITY
1.	SH-33 & 12 TH West	6	4
2.	Main (SH-33) & Pioneer	6	4
3.	Main (SH-33) & 5 th West	6	2
4.	Main (SH-33) & 2 nd West	7	6
5.	Main (SH-33) & 1 st West	6	5
6.	Main (SH-33) & Center	6	2
7.	Main (SH-33) & 1 st East	6	2
8.	Main (SH-33) & 2 nd East	6	5
9.	2 nd East (SH-33) & 1 st North	6	6
10.	2 nd East (SH-33) & 2 nd North	6	4
11.	2 nd East (SH-33) & Teton River	6	4
12.	2 nd East (SH-33) & Mountain River	7	4
13.	2 nd East (SH-33) & Salem Road	4	2
	Total	78	Total 50

Total Approach Lanes = 128

State $\frac{78}{128} = 61\%$

City $\frac{50}{128} = 39\%$

Discussion:

Council Member Busby moved to approve Resolution 2016 – 01 for the Cooperative Agreement for Traffic Signal Maintenance with the Idaho Transportation Department; Council Member Benfield seconded the motion; Mayor Merrill asked for a vote:

Those voting aye

- Council Member Smith
- Council Member Benfield
- Council Member Flora
- Council Member Mann
- Council Member Busby
- Council Member Wolfe

Those voting nay

None

The motion carried

Council Member Busby said he appreciated the crews and their hard work with snow removal.

B. Legal Department: Stephen Zollinger

Attorney Zollinger said he does not have a report at this time.

C. Finance Department: Matt Nielson

1. Introduce Pamela Schiess - New Payroll Clerk.

Chief Financial Officer Nielson reported that Valeea Quigg has been employed by the City for 33 years and she will be retiring in April so we are in the process of hiring someone to fill the position of HR Director. We recently hired a new Payroll Clerk. Pamela Schiess started in November. She is a great person and a great employee.

D. Community Development: Val Christensen

1. Monthly Building Permit Report

Community Development Director Christensen presented the building report for December. We ended up with about 10 million dollars' worth of valuation. The big one for December is the multifamily addition at The Towers.

Issued Permits Monthly Valuation Report

				Month: December		Year: 2015							
Permit #	Permit Type	Project	Location	Parcel #	Issued Date	Applicant	Contractor	Est Valuation	Building Fees	Impact / Other Fees	Total Fees		
15-00154	Multi-Family Residential	The Towers 2 - Single Student Housing 48	345 W 5th S	RPR00CC0100A1	12/3/2015	Last of the Doomen LLC	Headwaters Construction Co.	\$ 7,305,322.21	\$ 42,746.00	\$ 172,930.00	\$ 215,678.00		
15-00540	Building - Single Family Residence	620 Canyon Springs - SFR	620 Canyon Springs	RPRST1NB4020420	12/3/2015	Higley Development, LLC	Higley Development, LLC	\$ 240,405.49	\$ 2,738.00	\$ 6,235.00	\$ 8,973.00		
15-00592	Building - Single Family Residence	131 Charles Place SFR	131 Charles Place	RPRXB180220112	12/3/2015	Zollinger Construction INC	Zollinger Construction INC	\$ 182,526.43	\$ 2,180.00	\$ 6,235.00	\$ 8,425.00		
15-00623	Building - Single Family Residence	481 N Stegelmeyer Ln - SFR	481 N Stegelmeyer Ln	RPRXBCA0174820	12/3/2015	Ray McDougal	Ray McDougal	\$ 376,053.37	\$ 3,638.00	\$ 4,050.00	\$ 7,689.00		
15-00637	Building - Single Family Residence	698 Tanolwood Dr - SFR	698 Tanolwood Dr	RPRST1NB4010450	12/3/2015	Higley Development, LLC	Higley Development, LLC	\$ 286,698.14	\$ 2,966.00	\$ 6,235.00	\$ 9,201.00		
15-00641	Madison County Mechanical Residential	4791 N 495 W - Mechanical Only	4791 N 495 W	RP07H4E312810	12/2/2015	Judo Heating	Judo Heating	\$	\$ 325.00	\$	\$ 325.00		
15-00646	Building - Single Family Residence	664 Trejo St - Riverwoods Townhome	664 Trejo St	RPRRW3000010	12/4/2015	Kartchner Homes, Inc.	Kartchner Homes, Inc.	\$ 181,402.62	\$ 2,050.00	\$ 3,120.00	\$ 5,170.00		
15-00647	Building - Single Family Residence	662 Trejo St - Riverwoods Townhome	662 Trejo St	RPRRW3000020	12/4/2015	Kartchner Homes, Inc.	Kartchner Homes, Inc.	\$ 173,855.07	\$ 2,004.00	\$ 3,120.00	\$ 5,124.00		
15-00648	Building - Single Family Residence	660 Trejo St - Riverwoods Townhome	660 Trejo St	RPRRW3000030	12/4/2015	Kartchner Homes, Inc.	Kartchner Homes, Inc.	\$ 173,855.07	\$ 2,004.00	\$ 3,120.00	\$ 5,124.00		
15-00649	Building - Single Family Residence	658 Trejo St - Riverwoods Townhome	658 Trejo St	RPRRW3000040	12/4/2015	Kartchner Homes, Inc.	Kartchner Homes, Inc.	\$ 173,855.07	\$ 2,004.00	\$ 3,120.00	\$ 5,124.00		
15-00650	Building - Single Family Residence	656 Trejo St - Riverwoods Townhome	656 Trejo St	RPRRW3000050	12/4/2015	Kartchner Homes, Inc.	Kartchner Homes, Inc.	\$ 173,855.07	\$ 2,004.00	\$ 3,120.00	\$ 5,124.00		
15-00651	Building - Single Family Residence	654 Trejo St - Riverwoods Townhome	654 Trejo St	RPRRW3000060	12/4/2015	Kartchner Homes, Inc.	Kartchner Homes, Inc.	\$ 173,855.07	\$ 2,004.00	\$ 3,120.00	\$ 5,124.00		
15-00652	Building - Single Family Residence	652 Trejo St - Riverwoods Townhome	652 Trejo St	RPRRW3000070	12/4/2015	Kartchner Homes, Inc.	Kartchner Homes, Inc.	\$ 181,402.62	\$ 2,050.00	\$ 3,120.00	\$ 5,170.00		
15-00660	Madison County Mechanical Residential	2250 W 4200 S - Furnace Changeout	2250 W 4200 S	RP00CPA020182	12/1/2015	Alpine Heating & Air	Alpine Heating & Air	\$	\$ 65.00	\$	\$ 65.00		
15-00663	Mechanical Residential Only	53 Aries Dr - Gas Line	53 Aries Dr	RPRSTLA0010040	12/1/2015	Travis Miller	Travis Miller	\$	\$ 65.00	\$	\$ 65.00		
15-00664	Madison County Mechanical Residential	1154 Mclon Ln - County Mech Only	1154 Mclon Ln	RP0JANS0000020	12/2/2015	Centennial Plumbing, LLC	Centennial Plumbing, LLC	\$	\$ 65.00	\$	\$ 65.00		
15-00666	Madison County Mechanical Residential	19 Michelle Dr - County Mech Only	19 Michelle Dr	RP0RLSD0000060	10/7/2015	William Fobwah	William Fobwah	\$	\$ 65.00	\$	\$ 65.00		
15-00668	Madison County Mechanical Residential	5928 W 1000 S - Heater Replacement	5928 W 1000 S	RP0N39E296523	12/4/2015	C-West Inc	C-West Inc	\$	\$ 65.00	\$	\$ 65.00		
15-00671	Electrical Only Commercial	525 S Center St - Hart Bldg Ele Reno	525 S Center St - Hart Bldg	RPRRX1810390100	12/9/2015	Wheeler Electric Inc	Big-D Construction Corp.	\$	\$ 652.00	\$	\$ 652.00		
15-00673	Mechanical Residential Only	470 W 7th S - Mechanical Only	470 W 7th S	RPR00K0071752	10/7/2015	Conan Heating & AC	Conan Heating & AC	\$	\$ 65.00	\$	\$ 65.00		
15-00675	Madison County Mechanical Residential	2346 Little Town Dr - Mechanical Only	2346 Little Town Dr	RP0SDLC0250550	12/8/2015	Jessica Berger	Judo Heating	\$	\$ 325.00	\$	\$ 325.00		
15-00676	Madison County Mechanical Residential	1493 W 5000 N - In Floor Heating Only Mech	1493 W 5000 N	RP07N39E360604	12/9/2015	Millers Plumbing	Millers Plumbing	\$	\$ 195.00	\$	\$ 195.00		
15-00677	Mechanical Residential Only	6745 S 5000 W - Furnace & Gas Line Install	6745 S 5000 W	RP0N39E296523	12/2/2015	Houley Pumps, INC	Houley Pumps, INC	\$	\$ 75.00	\$	\$ 75.00		
15-00678	Electrical Only Commercial	Red Rock - Electrical Light Retro	1012 N 2nd E	RP0N39E296523	12/4/2015	Patriot Electric Heating & Air Inc	Patriot Electric Heating & Air Inc	\$	\$ 131.29	\$	\$ 131.29		
15-00689	Sign Permit	Westmark Credit Union - Sign	258 Lorene St	RPRXBCA0203300	12/3/2015	Westmark Credit Union	Little Signs	\$	\$ 165.00	\$	\$ 165.00		
15-00690	Madison County Mechanical Residential	480 W 3000 N - County Mech	480 W 3000 N	RP0NH0E020040	12/3/2015	First Call Jewel	First Call Jewel	\$	\$ 65.00	\$	\$ 65.00		
15-00691	Madison County Mechanical Residential	305 Partridge Ln - County Mech	305 Partridge Ln	RP0QAIL000019	12/3/2015	First Call Jewel	First Call Jewel	\$	\$ 75.00	\$	\$ 75.00		
15-00692	Mechanical Commercial Only	The Gates at Rextburg - Mech Only	370 W 7th S	RPR00K0080201	12/3/2015	First Call Jewel	First Call Jewel	\$	\$ 119.00	\$	\$ 119.00		
15-00693	Madison County Mechanical Residential	520 Partridge Ln - County Mech	520 Partridge Ln	RP0QAIL0000210	12/3/2015	First Call Jewel	First Call Jewel	\$	\$ 65.00	\$	\$ 65.00		
15-00694	Madison County Mechanical Residential	1679 Sagebrush Ave - County Mech	1679 Sagebrush Ave	RP0CDB0040160	12/3/2015	First Call Jewel	First Call Jewel	\$	\$ 65.00	\$	\$ 65.00		
15-00695	Mechanical Residential Only	75 Tamarack Ave - Mech Only	75 Tamarack Ave	RPR00K0080201	12/3/2015	First Call Jewel	First Call Jewel	\$	\$ 130.00	\$	\$ 130.00		
15-00696	Mechanical Residential Only	115 Elm Ave - Mech Only	115 Elm Ave	RPR00K0080201	12/3/2015	First Call Jewel	First Call Jewel	\$	\$ 65.00	\$	\$ 65.00		
15-00699	Electrical Only Residential	254 E 1st S - House Ele Reno	254 E 1st S	RPR00K0080201	12/3/2015	Tyler Russell	Tyler Russell	\$	\$ 130.00	\$	\$ 130.00		
15-00700	Madison County Mechanical Residential	3339 W 6200 S - Shop Heater	3339 W 6200 S	RP0N39E296523	12/3/2015	Rextburg Plumbing & Heating	Rextburg Plumbing & Heating	\$	\$ 65.00	\$	\$ 65.00		
15-00701	Sign Permit	Great Scotts - Sign N 2nd E	727 North 2nd East	RPRXBCA0189390	12/3/2015	Great Scotts	Allied Electric Sign & Awning	\$	\$ 165.00	\$	\$ 165.00		
15-00702	Madison County Mechanical Residential	3480 S 2000 W - Furnace Install	3480 S 2000 W	RP0N39E121851	12/3/2015	Nicolle Riley	Roger Riley	\$	\$ 75.00	\$	\$ 75.00		
15-00703	Electrical Only Commercial	157 N 2nd E - Splatters	157 N 2nd E	RPRRX10211211	12/3/2015	Xtreme Electric	Xtreme Electric	\$	\$ 110.00	\$	\$ 110.00		
15-00704	Mechanical Residential Only	589 Trejo St - Furnace Changeout	589 Trejo St	RPRRW0000060	12/3/2015	Advanced Home Services	Advanced Home Services	\$	\$ 65.00	\$	\$ 65.00		
15-00705	Electrical Only Residential	652 Trejo St - Temp Power	652 Trejo St	RPRRW3000070	12/3/2015	Synergy Electric	Synergy Electric	\$	\$ 65.00	\$	\$ 65.00		
15-00707	Electrical Only Commercial	695 N 2nd E - Taco Bus Ele Hookup	695 N 2nd E	RPRXBCA019001	12/3/2015	GL Edwards Electric	GL Edwards Electric	\$	\$ 65.00	\$	\$ 65.00		
15-00712	Madison County Mechanical Residential	7782 S 2000 W - County Mech Only New SFR	7782 S 2000 W	RP0N39E368265	12/3/2015	Neals Heating & Cooling	Neals Heating & Cooling	\$	\$ 325.00	\$	\$ 325.00		
15-00716	Madison County Mechanical Residential	275 Long Hollow Rd - Mech Only	275 Long Hollow Rd	RP0N39E296523	12/3/2015	First Call Jewel	First Call Jewel	\$	\$ 184.00	\$	\$ 184.00		
15-00718	Madison County Mechanical Residential	905 N 4000 W - County Furnace	905 N 4000 W	RP0N39E210074	12/3/2015	Wes Donahoo	Wes Donahoo	\$	\$ 65.00	\$	\$ 65.00		
15-00720	Mechanical Residential Only	290 Shoshone - Mech Only	290 Shoshone	RPRRDL0042000	12/7/2015	First Call Jewel	First Call Jewel	\$	\$ 65.00	\$	\$ 65.00		
15-00721	Madison County Mechanical Residential	3032 W 6450 S - County Mech Only	3032 W 6450 S	RP0N39E254388	12/3/2015	Leisure Time Inc	Leisure Time Inc	\$	\$ 65.00	\$	\$ 65.00		
15-00723	Mechanical Residential Only	545 Comanche - Furnace Changeout	545 Comanche	RPRRDL0042100	12/3/2015	Alpine Heating & Air	Alpine Heating & Air	\$	\$ 65.00	\$	\$ 65.00		
								\$ 9,603,486.23	\$ 72,805.29	\$ 217,525.00	\$ 290,330.29		

Rigby Permits

Permit #	Permit Type	Project	Location	Parcel #	Issued Date	Applicant	Contractor	Est Valuation	Building Fees	Impact / Other Fees	Total Fees
15-00634	Single Family Residence Rigby	635 Sundance - SFR	635 Sundance	635 Sundance	12/3/2015	Scott Stoker	Stoker Contracting Inc	\$ 243,240.10	\$ 2,628.00	\$	\$ 2,628.00
15-00661	Mechanical Residential Only Rigby	186 Dove Ave. Rigby - Furnace Changeout	186 Dove Ave, Rigby	186 Dove Ave, Rigby	12/1/2015	First Call Jewel	First Call Jewel	\$	\$ 65.00	\$	\$ 65.00
15-00667	Mechanical Residential Only Rigby	310 N 1st W - Fireplace Replacement	310 N 1st W	310 N 1st W	12/3/2015	Cozy Nights	Cozy Nights	\$	\$ 75.00	\$	\$ 75.00
15-00672	Mechanical Residential Only Rigby	193 W Short St Rigby - Mechanical Only	193 W Short St Rigby	193 W Short St Rigby	12/3/2015	Matthews Plumbing & Heating	Ir Matthews Plumbing & Heating, Inc	\$	\$ 195.00	\$	\$ 195.00
15-00674	Mechanical Residential Only Rigby	389 Circle Dr - Gas Line & Heating Install Rigi	389 Circle Dr	389 Circle Dr	12/8/2015	Palmer Heating & Cooling LLC	Palmer Heating & Cooling LLC	\$	\$ 130.00	\$	\$ 130.00
15-00714	Mechanical Residential Only Rigby	4211 E 410 N Rigby - Mech Only	4211 E 410 N Rigby	4211 E 410 N Rigby	12/3/2015	First Call Jewel	First Call Jewel	\$	\$ 65.00	\$	\$ 65.00
15-00715	Mechanical Residential Only Rigby	451 Boulder St Rigby - Mech Only	451 Boulder St Rigby	451 Boulder St Rigby	12/3/2015	First Call Jewel	First Call Jewel	\$	\$ 65.00	\$	\$ 65.00
15-00722	Mechanical Residential Only Rigby	330 W 1 S - Rigby Mech Only	330 W 1 S Rigby	330 W 1 S Rigby	12/3/2015	Treli's Electric	Treli's Electric	\$	\$ 65.00	\$	\$ 65.00
								\$ 243,240.10	\$ 3,286.00	\$	\$ 3,286.00

Community Development Director Christensen also showed the year ending report. Final evaluation is just shy of 83 million dollars' worth of new construction. Compared to last year it was 71.4 million. Community Development Director Christensen also stated the police department has stolen his permit technician. Darrik Farmer has accepted a position with the Police Department. He will leave in two weeks so we will need to fill that position. Community Development Director Christensen asked for approval from City Council to fill the position.

2015 YEAR END TOTALS

	Est Valuation	Building Fees	Impact / Other Fees	Total Fees
Permit Fees 2015				
December	9,603,486.23	72,805.29	217,525.00	290,330.29
November	6,828,054.21	55,066.00	71,982.00	127,048.00
October	3,711,016.95	43,144.00	81,776.00	124,920.00
September	5,175,311.48	58,907.00	90,061.50	148,968.50
August	2,506,607.22	28,743.49	27,150.00	55,893.49
July	4,215,141.00	57,390.00	100,045.00	157,435.00
June	2,834,600.13	43,756.76	106,403.24	150,160.00
May	6,940,715.14	52,134.50	147,753.00	199,887.50
April	21,106,418.47	130,084.00	558,882.20	688,966.20
March	1,281,542.50	15,165.80	22,208.00	37,373.80
February	17,838,432.72	129,850.68	308,117.54	437,968.22
January	705,559.16	10,734.00	21,560.34	32,294.34
YEAR END TOTAL	82,746,885.21	697,781.52	1,753,463.82	2,451,245.34

Council President Smith asked about the non-building permits on the report. She said for the amount of money coming in, is it feasible for us to do the other areas like Rigby and Madison County. Director Christensen said we probably don't make any money on them but it is more of a convenience. He said we they took over the building permits for the City of Rigby at a time when there were more City Community Development employees and less work. Council President Smith said it seems like there is a lot of non-building permits in December.

Council Member Busby commented that there were 53 permits issued in December. Is that typical? Director Christensen said that we are up. This time of year, it usually slows down but we are picking up.

Council President Smith pointed out if the Permit Technician is just doing mostly non-profitable permits; maybe it is something we should look into further.

Mayor Merrill asked Community Development Director Christensen to explain what the Permit Technician does. Director Christensen explained this is the person who takes all the permitting coming in and distributes it to the inspectors. He or she puts together the schedule and collects all the fees but also calculates all of the fees associated with each building permit. This person keeps up with impact fees and distributes all the plans to the other departments for review. The Permit Technician makes sure the plans get reviewed and put into the system. He or she works with the general public and gets back to them on what's needed. The person in this position serves as the point person for all the inspectors and the customers.

Council Member Wolfe commented that it is interesting that the last couple years we always say it's been a banner year and probably won't happen again, but then it does. We are fortunate to have these new businesses and growth coming in. He credits the staff with keeping up with it.

Council Member Busby asked if they are planning to advertise the Permit Technician position national or a local search. Director Christensen said it will be advertised in the local paper and in the state data base.

Council Member Busby asked what he will do in the meantime. Community Development Director Christensen said he wants to get someone hired within the next two weeks.

Mayor Merrill asked for a motion to authorize replacing the Permit Technician.

Council Member Wolfe moved to approve the advertising and hiring of a new Permit Technician in the Community Development Department to replace Darrik Farmer; Council President Smith seconded the motion; Mayor Merrill asked for a vote:

Those voting aye

Council Member Smith
Council Member Benfield
Council Member Flora
Council Member Mann
Council Member Busby
Council Member Wolfe

Those voting nay

None

The motion carried

Council Member Mann asked what Darrik Farmer was hired for. Community Development Director Christensen said he was hired as a Rexburg Police Officer. One of the three officers that they recently hired didn't stay.

Council Member Busby said he hopes whoever they hire has the same demeanor as Darrik Farmer because he was a great face for the city.

E. Police Department - Chief Shane Turman:

Chief Turman clarified of the three new officers, one had to pull out due to family issues, so Darrik had tested with the Police Department when they had tested that group and he was the next candidate on the list so they offered the job to him. The new police officer, Daniel Allen just left for post academy. Officer Jenkins is on the street going full time. Investigation Lieutenant, Ron Ball graduated December 15th, from the FBI National Academy in Virginia. It was ten weeks of leadership training; the best law enforcement training in the world.

F. Customer Services – Blair Kay:

City Clerk, Blair Kay needed to get the new resolution with the Idaho Transportation Department signed by the Mayor. He presented the resolution to Mayor Merrill for a signature.

Council Member Busby and Council President Smith commended City Clerk Kay for the great retirement party his department threw for Mayor Woodland today.

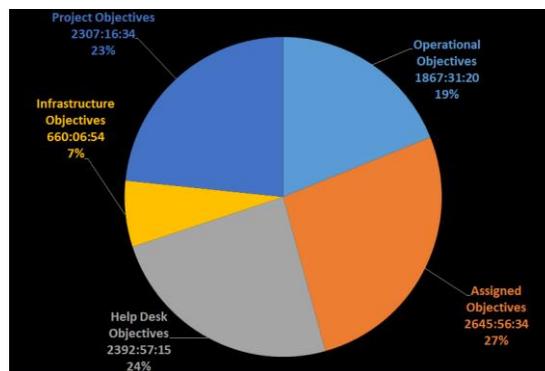
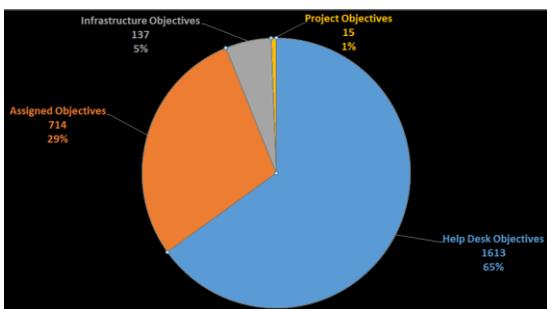
G. Economic Development – Scott Johnson:

Economic Development Director, Scott Johnson reported on the RPO meeting. He explained to City Council when construction begins on the new Thornton interchange it will force more traffic down to 6800 which is down by the Lorenzo Bridge. This is already a dangerous area where a death recently occurred. The County asked if that exit could be

closed as well. That would force more traffic to the South Rexburg interchange. He wants City Council's help to see that no one else dies at these interchanges during the construction. Walmart is having their grand opening on January 27th City Council is invited. It will be at 7:30 a.m. The Walmart bus is paid for by them and is free to citizens and students. It goes from campus to the new Walmart. He thanked City Council for supporting the hiring of Jackie Rawlins. He mentioned the project based S.T.E.M. Center will be going in upstairs at City Hall and that the S.T.E.M. Center at the Museum will be more of a casual learning.

H. TCS Department – Kelvin Giles:

TCS Director Giles reported his department is there to support all the other departments with technology needs. He compiled some data. He showed a graph that shows what they primarily do and how much time is spent on the different areas. He also showed the current projects they are working on and their goals for the new year.



Current Infrastructure Projects:

- CoR Website - Dynamic CSS Review/Refinement
- WW Surveillance - Networking
- Construction - New Fire Station Networking
- \\CoR-EntMExSvr01 - Implementation / Configuration
- Paperless - "Annual Inspection Safety Checklist"
- \\Dev-EntSurSvr01
- \\CoR-EntRlySvr01 - Implementation / Configuration
- CH – Upgrade Enterprise Printers (2)

Q1 2016 Infrastructure Project Goals:

- CoR Website - Masked E-mail
- Implement Permanent IDS
- \\CoR-FMServer02 (\\SCROOGE Replacement)
- Renovate Domain Controllers (3)
- Extend CoR LAN to Tabernacle - Local Data Drops
- PD Surveillance - Networking
- CH Surveillance – Replacement / Upgrade Cameras
- Redundant Enterprise Internet Connection

Additional 2016 Infrastructure Project Goals:

- Romance Fiber – Local Distribution
- Firewall Upgrade - NextGen/UTM/HA Firewall
- CoR Network Remote Connection - GIS
- CoR Website - "Events" Feature Page Renovation
- Council Chambers Audio
- \\CoR-EntWebSvr01 (LAMP Replacement)
- Relocate PolicyTech Role (\\Policy Replacement)
- \\CoR-EntMSPSvr01 (\\Spidey Replacement)
- \\CoR-EntIISvr01 (\\Arachnid Replacement)
- Data Center Renovation
- PD IDF #1 Renovation (Communications Room)
- PD IDF #2 Renovation (Patrol Room)
- CoR Website - Events Feature Page

Mayor Merrill said that's a lot of work. He thanked him for his work.

Mayor Merrill reported the Parks Department has been working on the canal on 4th West.

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: - NONE**
- D. Second Reading:** Those items which have been first read: - NONE
- E. Third Reading:** Those items which have been second read: - NONE

Mayor's Business: It's been a busy couple of weeks. He visited with Mayor Ogden of Sugar City. He met with Superintendent Thomas. He will be meeting with President Gilbert soon. Tomorrow he will be meeting with Intermountain Gas Company. He is looking forward to working with the City Council Members.

Mayor Merrill asked Eric Conrad if he has anything to discuss. Mr. Conrad said President Gilbert has asked him to come before City Council a few times a year to report on the number of students enrolling at the university in **February** (Winter Semester), **May** (Spring Semester) and **October** (Fall Semester).

Adjourned at 8:11 P.M.

APPROVED:

Jerry Merrill, Mayor

Attest:

Mary Flanary, Deputy City Clerk