



City Council Meeting

680 Park Avenue
Idaho Falls, ID 83402

Minutes - Final

Thursday, February 10, 2022

7:30 PM

City Council Chambers

1. Call to Order.

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

Also present:

All available Department Directors

Randy Fife, City Attorney

Kathy Hampton, City Clerk

2. Pledge of Allegiance.

Mayor Casper lead those present in the Pledge of Allegiance.

3. Consent Agenda.

A. Municipal Services

1) Treasurer's Report for December 2021

A monthly Treasurer's Report is required pursuant to Resolution 2018-06 for City Council review and approval. For the month-ending December 2021, total cash, and investments total \$122.2M. Total receipts received and reconciled to the general ledger were reported at \$16.7M, which includes revenues of \$15.7M and interdepartmental transfers of \$1M. Total disbursements reconciled to the general ledger were reported at \$18.7M, which includes salary and benefits of \$6.2M, operating costs of \$11.5M and interdepartmental transfers of \$1M. As reported in the investment report, the total investments reconciled to the general ledger were reported at \$113.1M.

2) Quote, Software and License Renewal for Information Technology

This purchase renews software and licenses for the city's use of Artic Wolf software and professional services to monitor network traffic. The quote includes access to the Artic Wolf managed risk platform to monitor network vulnerabilities.

3) Minutes from Council Meetings

January 24, 2022 City Council Work Session and Executive Session; January 27, 2022 City Council Meeting; and January 27, 2022 Special Meeting-Executive Session

4) License Applications, all carrying the required approvals

Recommended Action:

It was moved by Council President Ziel-Dingman, seconded by Councilor Freeman, to approve, accept, or

receive all items on the Consent Agenda according to the recommendations presented. The motion carried by the following vote: Aye - Councilors Freeman, Radford, Burtenshaw, Francis, Dingman, Hally. Nay - none.

4. Regular Agenda.

A. Municipal Services

1) Quotes IF-22-17 and IF-22-18, Cayenta Customer Information System (Utility Billing) Upgrade

The city implemented the Cayenta Customer Information System (Utility Billing) October 1, 2016, with 2012 Microsoft Structure Query Language (SQL) servers. The 2012 version of SQL will no longer be supported beyond July 2022 and IT staff recommends the city transition to the 2019 version of SQL to maintain Microsoft support through January 2030. The first task of the proposed CIS upgrade is the update the city's SQL servers from 2012 to 2019.

The second task will upgrade the CIS system from version 7.9.0 to 9.1 and provide the city an opportunity to build upon the improved customer information platform configured within version 9.1, including options for future add-on enhanced customer convenience modules including pre-pay and time-of-use. The city's field operations team consisting of representatives familiar with the Cayenta system from Municipal Services, Idaho Falls Power and Public Works tested a demo of the 9.1 version and evaluated the benefits to upgrading to version 9.1 in conjunction with the SQL server upgrade. The evaluation process also included contacting organizations that have completed or in the process of completing the CIS upgrade to version 9.1. The consensus of the field operations team is to upgrade to Cayenta's version 9.1.

The quote from Cayenta for \$105,820 is provide support and technical assistance to upgrade and migrate version 9.1 to the city's 2019 SQL servers. The quote from BDM Squared is for project management consulting services. BDM Squared was recommended by one of the entities city staff interviewed as a Cayenta reference. The field operations team evaluated the benefits of outsourcing project management services, and the consensus of the team was outsourcing project management services to an experienced consultant would allow the team to focus on system testing and implementation.

Municipal Services Director Pamela Alexander appeared. She stated the field operations team has been in discussion for the previous 6-9 months regarding a plan to successfully upgrade the servers. Per Councilor Freeman, Director Alexander believes a long-term solution is approximately two (2) years out.

It was moved by Council President Ziel-Dingman, seconded by Councilor Burtenshaw, to accept and approve the quotes received from Cayenta, a Division of N. Harris Computer Corporation for \$105,820 and BDM Squared Professional Services for \$63,875 for a combined total of \$169,695. The motion carried by the following vote: Aye - Councilors Hally, Radford, Francis, Dingman, Burtenshaw, Freeman. Nay - none.

B. Idaho Falls Power

1) Pole Attachment License Agreement Renewal with Cable One Inc. dba Sparklight

This reciprocal License Agreement will govern attachments on poles owned by the other entity. The agreement establishes rules for work coordination between the two entities, sets requirements for

make-ready work and establishes fees associated with pole attachments. This supersedes the 2005 agreement with Cable One, Inc.

Idaho Falls Power Assistant Director Stephen Boorman appeared. He stated this agreement is very similar to the previous Cable One agreement. He believes the city should see increased revenue due to the established rates.

It was moved by Councilor Radford, seconded by Councilor Freeman, to approve this renewal agreement with Sparklight, a Delaware corporation, and give authorization for the Mayor and City Clerk to execute the necessary documents. The motion carried by the following vote: Aye - Councilors Francis, Dingman, Freeman, Hally, Radford, Burtenshaw. Nay - none.

C. Police Department

1) Police Personnel Manual Updates

These changes were proposed to make possible a new patrol schedule and to facilitate the training of new employees. The City Council reviewed these updates on Monday December 6 during a work session. All IFPD employees were sent notice of these changes on Tuesday December 7 starting the 30-day review period. Two general meetings were conducted at IFPD where all employees were invited to talk about the changes and give input. All police officer briefings were attended by either myself or one of the Captains to talk with Officers about the proposed changes. A meeting was held with the FOP leadership to talk about the proposed changes as well. The FOP leadership sent a letter outlining some concerns. I responded with a letter outlining why, in my opinion, the concerns were already resolved through the Police Personnel Manual (PPM) language or they were a management decision. In subsequent conversation with the FOP leadership and with most employees of the Department those concerns appear to have been resolved. The 30-day review/comment period has now passed and the Council may now approve the updates to the PPM.

Police Chief Bryce Johnson appeared. He briefly reviewed the proposed changes.

It was moved by Councilor Francis, seconded by Councilor Burtenshaw, to approve the resolution updating the Police Personnel Manual and give authorization for the Mayor and City Clerk to execute the documents. The motion carried by the following vote: Aye - Councilors Freeman, Francis, Hally, Radford, Burtenshaw, Dingman. Nay - none.

RESOLUTION NO. 2022-02

A RESOLUTION OF THE CITY OF IDAHO FALLS, IDAHO, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, ADOPTING THE IDAHO FALLS POLICE DEPARTMENT PERSONNEL MANUAL (JANUARY 2022); AND PROVIDING THAT THIS RESOLUTION BE EFFECTIVE UPON ITS PASSAGE, APPROVAL, AND PUBLICATION ACCORDING TO LAW.

5. Announcements.

Mayor Casper announced a legislative update from the Association of Idaho Cities (AIC), and the Idaho Falls Police Department (IFPD) Awards Event on February 11 (the IFPD event is not a public event); Valentines Day on February 14; Fiber Open House on February 17; Presidents Day holiday on February 21 (city offices closed); and City Council Work Session, and Dave Nelson (Garage Superintendent) retirement on February 22.

6. Adjournment.

There being no further business, the meeting adjourned at 7:46 p.m.

s/ Kathy Hampton
Kathy Hampton, City Clerk

s/ Rebecca L. Noah Casper
Rebecca L. Noah Casper, Mayor