

April 6, 2020

The City Council of the City of Idaho Falls met in Council Work Session, Monday, April 6, 2020, in the Council Chambers in the City Annex Building located at 680 Park Avenue in Idaho Falls, Idaho at 3:00 p.m.

Call to Order and Roll Call:

There were present:

Mayor Rebecca L. Noah Casper
Councilmember Michelle Ziel-Dingman (by WebEx)
Councilmember John Radford (by WebEx)
Councilmember Jim Freeman (by WebEx)
Councilmember Jim Francis (by WebEx)
Councilmember Shelly Smede (by WebEx)
Councilmember Thomas Hally (joined by WebEx at 3:25 p.m.)

Also present:

Pamela Alexander, Municipal Services Director
Oliver Lewis, Information Technology
Brad Cramer, Community Development Services Director (by WebEx)
Duane Nelson, Fire Chief (by WebEx)
Rick Cloutier, Airport Director (by WebEx)
Randy Fife, City Attorney (by WebEx)
Kathy Hampton, City Clerk

Mayor Casper called the meeting to order at 3:00 p.m. with the following items:

Area of Impact (AOI) Discussion:

Mayor Casper stated the virtual meeting with the Bonneville County Commissioners could not be arranged due to miscommunication. This agenda item will be postponed to a future time.

Liaison Reports and Council Concerns:

Councilmember Dingman had no items to report.
Councilmember Freeman stated the Police Department responses have been reduced by approximately 1/3 due to the coronavirus (COVID-19) crisis. He noted some media reports have been inaccurate.
Councilmember Radford had no items to report.
Councilmember Smede commended the finance team for the April 3, 2020 Budget Workshop.
Councilmember Francis had no items to report.
Councilmember Hally had no items to report.

Mayor Casper had no calendar items to announce. She stated Council Work Sessions and Council Meetings, as well as other regularly-scheduled meetings, will not be cancelled at this point. She noted the majority of Boards, Commissions, and, Committees have cancelled their meetings. Mayor Casper reviewed the proposed language regarding public hearings and the COVID-19 issues for upcoming Council Meeting agendas. She also requested suspending public comment during the COVID-19 crisis as public comment has been tradition for the City although is not required by law. Following brief comments, there was consensus of the Council to suspend the public comment. Mayor Casper reviewed 'Crush the Curve' on-line COVID-19 testing process. She is hopeful this website will be launched in the near future. Mayor Casper stated the Community Development Block Grant (CDBG) funding has changed per the Coronavirus Aid, Relief, and Economic Security (CARES) Act, this will affect the dates for CDBG. She also stated the Centers for Disease Control and Prevention (CDC) has recommended the wearing of masks to prevent individuals from spreading the virus to other individuals. City employees not working from home will be required to wear masks in the near future. To the request of Mayor Casper, there was consensus of the Council to continue COVID-19 updates as a regular agenda item. Mayor Casper stated she will be participating in a regional Mayor's conference, discussion will include the possible extension of the Governor's stay-home order.

April 6, 2020

Airport Improvement Program (AIP) Grants and Contracts Discussion:

Director Cloutier stated the airport will be receiving funding from the Federal Aviation Administration (FAA) in the near future. A portion of this funding will be for the grant terminal project. Due to the quick turn-around timeframe (typically five (5) days) of grant acceptance, Director Cloutier requested authorization for Legal staff to review and Mayor Casper to execute the documents with Council ratification to follow at the next available Council Meeting. He indicated the terminal project is anticipated to cost \$12,677,242. The airport would typically have a \$1.2M match, which has been included in the airport budget in anticipation of this grant. Due to the CARES Act, the federal portion of grants are being funded 100% with the exception of non-eligible portions of the project, including airport administration, storage rooms, etc. The non-eligible portions amount to approximately \$340,000. Per the request of Mayor Casper, there was consensus of the Council for this ratification. Director Cloutier also stated per the CARES Act, there is additional funding to be used for any legal use at the airport. It is anticipated the airport would receive \$1M-\$1.5M in federal funding. The funding will help with lost revenue. This grant funding also has a quick turn-around timeframe. Director Cloutier requested a similar authorization for Legal staff to review, Mayor Casper to execute the documents, and, Council ratification to follow at the next available Council Meeting. To the response of Mayor Casper, Director Cloutier stated this funding this will be sufficient to cover lost revenues.

Airport Revenue, Fee Waivers/Deferrals Discussion:

Director Cloutier stated the airport received approximately \$850,000 in revenue from March to June in the previous year. This includes airline, parking, and, car rental revenue. There is FAA guidance to clearly identify that grant assurances are fulfilled. Director Cloutier suggested other sources of revenue be evaluated to allow abatement and deferral to make the airport self-sufficient. He indicated daily flights are still being scheduled (although some flights are being canceled due to the lack of passengers) and vehicles are still being rented. He stated options being considered for the tenants are for reasonable concessions and possibly deferring payments to the end of the Fiscal year. To the response of Councilmember Freeman, Director Cloutier stated the airport restaurant is only selling to-go items. To the response of Councilmember Francis, Director Cloutier stated this funding is required to be used for any legal purposes at the airport within grant assurances. This would include items within the operating budget such as salaries or construction projects and, this offer does not expire at year end. Director Cloutier stated discussions are occurring for additional airport funding at the Congressional level. Mayor Casper questioned the budget authority for any additional revenue versus the projected revenue. Director Alexander stated additional revenue would be allowed. Director Cloutier stated projected expenditures will be decreased due to this funding. He also stated this funding will maintain the airport for 3-4 months. These funds would need to be reserve funds dedicated to the airport. Following additional comments, there was consensus of the Council to proceed with abatements and deferrals.

It was then moved by Councilmember Smede, seconded by Councilmember Freeman, to move into Executive Session. The Executive Session was called pursuant to the provisions of Idaho Code Section 74-206(1)(j) to consider labor contract matters authorized under section 74-206A(1)(a) and (b), Idaho Code. The Executive Session will be held in the City Annex Conference Room. At the conclusion of the Executive Session the Council will not reconvene into regular Work Session. Roll call as follows: Aye – Councilmembers Smede, Hally, Dingman, Radford, Freeman, Francis. Nay – none. Motion carried.

The City Council of the City of Idaho Falls met in Executive Session, Monday, April 6, 2020 in the City Annex Conference Room in the City Annex Building located at 680 Park Avenue in Idaho Falls, Idaho at 4:14 p.m.

There were present:

Mayor Rebecca L. Noah Casper
Councilmember Michelle Ziel-Dingman (by WebEx)
Councilmember John Radford (by WebEx)
Councilmember Jim Freeman (by WebEx)
Councilmember Jim Francis (by WebEx)
Councilmember Shelly Smede (by WebEx)
Councilmember Thomas Hally (by WebEx)

April 6, 2020

Also present:

Pamela Alexander, Municipal Services Director

Duane Nelson, Fire Chief (by WebEx)

Michael Kirkham, Assistant City Attorney (by WebEx)

Randy Fife, City Attorney (by WebEx)

The Executive Session was called pursuant to the provisions of Idaho Code Section 74-206(1)(j) to consider labor contract matters authorized under section 74-206A(1)(a) and (b), Idaho Code.

There being no further business, the meeting adjourned at 4:33 p.m.

s/ Kathy Hampton
CITY CLERK

s/ Rebecca L. Noah Casper
MAYOR