



# City Council Meeting

680 Park Avenue  
Idaho Falls, ID 83402

## Minutes - Final

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Thursday, August 26, 2021

7:30 PM

City Council Chambers

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### 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. Public Comment.

Mayor Casper requested any public comment not related to items currently listed on the agenda or not related to a pending matter.

Melanie Edwards, Idaho Falls resident and volunteer at Tautphaus Park Zoo, appeared. Ms. Edwards stated she opposes the site selection of the new water tower. After attending the August 23, 2021 Council Work Session, she indicated she stopped by South Capital Park and noticed four (4) things, the playground provides a place for active recreations, there is art group painting, there are no signs for reassignment of land, and there is no restrictive view of children which would be a serious safety concern because it is close to the Snake River. Ms. Edwards believes the people in charge will convince themselves that every I will be dotted and T crossed but clearly, it isn't. She also believes that taking this park should not be considered if there are alternative sites that are feasible for infrastructure. Ms. Edwards understands that cities and people are important, and parks are a tourist draw that create an economic benefit, which is important. She believes this park and its views are part of a great history that will be stopping because of misguided decisions. Ms. Edwards stated she enjoyed a park growing up in a low-income district in London that was founded in 1893 and protected through all the changes in government since. She was determined to study hard and received her Bachelor's Degree and her Physical Therapy Doctorate. She stated that parks lead to dreams to be put into action. Ms. Edwards indicated South Capital Park connects the area to nature and the river. She believes the city center and the Snake River is the life blood of the city. She noted she is involved in an event at the park for disabled children that is called Dream Night. Ms. Edwards requested the Council go back and put site selection on the agenda and revisit the goal. She added there is no rush to get this done in a hurry and requested that all sides be listened to.

Mayor Casper clarified the water tower will not displace the playground equipment at South Capital Park.

Gary Rose, Idaho Falls resident, appeared. Mr. Rose stated he moved to Idaho Falls in 1967 and was a career firefighter with the city. He also stated he saw the inception of the greenbelt, including naysayers, although over the

years it has become a gem of the city. Mr. Rose believes South Capital Park is an important part of greenbelt, the green space and the big mature trees are enjoyed, it is enjoyed by citizens and tourists, is next to a neighborhood that needs to have a park, and there are events and picnics held at the park. Mr. Rose shared a recent example of an event for First Responders that was well attended. He realizes it's Council's decision whether to locate the water tower in that area with the associated fences and buildings, or should other sites be looked at that wouldn't have as great of an effect on the greenbelt and the community. Mr. Rose urged the Council to keep the greenbelt green and look at another location for the water tower. He believes that is the right thing to do.

Joann Rose, Idaho Falls resident, appeared. Ms. Rose stated she is against placing the water tower in South Capital Park. She also stated she and her husband moved from Boise with two (2) small children and consider Idaho Falls her hometown. She has proudly supported and delighted in the progression of the greenbelt and the Idaho Falls' parks system. She believes the greenbelt is the gem of the city to tourist and citizens and South Capital Park is part of that gem. She also believes that to even consider putting a utility structure in the heart of that park is beyond her understanding. Ms. Rose stated there were six (6) original sites considered, and three (3) sites were disregarded. She believes South Capital Park should have been discarded per the contract with the Land and Water Conservation Fund (LWCF) and the National Park Service (NPS). She indicated the other sites were parking lots consisting of gravel and asphalt and not highly used for parking. She believes, despite claims, that inadequate communication was done to seek citizen input from the general population beyond the downtown. She stated she is amazed how people know nothing or very little about this issue and understands there isn't as much newspaper, TV, and social media coverage of things, but all these areas need to be flooded to get the news out. Ms. Rose urged the Council to discuss the site selection regardless of having already forged ahead with engineering plans without going through the NPS conversion process first. She stated the right thing is not always easy and not cheap.

Stephanie Rose, Idaho Falls resident, appeared. Ms. Rose stated a few years ago she took part in a national park program like the LWCF when she did a historic preservation project on 4th Street that was called the Historic Preservation Tax Credit Program. This program informs those that invest in historic preservation properties and gives them the ability to rehab the property while providing incentives to preserve the community's special places. Ms. Rose noted some of these proceeds were used for the Bonneville Hotel. She stated these programs involve substantial investment of the applicant in their overseeing of the site, and the programs have several similarities. She also stated that they preserve unique resources, there is a detailed application and approval process, and there are strict requirements for the period after the funds have been granted and the project is complete--they just don't hand you the money and turn you lose. Ms. Rose stated in the case of LWCF the park funds are to be cared for except in instances where it is necessary for the land or the portion of it to be converted to a use other than the park plans. She also stated the historic preservation tax funds requires that the property remain depreciable for a minimum of five (5) years. She believes these types of requirements ensure the quality of work that is done, historic integrity is maintained, and people aren't using federal dollars to flip houses and make money. The LWCF ensures that applicants are using funds for preserving natural places and developing park lands for the perpetual enjoyment of communities. Ms. Rose stated the stringent guideline came about because of program abuse and both programs have been at risk because of the abuse. The NPS publication through these programs are detailed, well written and easy to follow, are clear about the requirements and expectations, and the programs provide liaisons who are available early in the pre-process phase before application is made. Ms. Rose indicated that Kathy Muir was surprised that the city was progressing out of order when told that appraisals had been initiated when an application had not been submitted. Ms. Muir explained to Ms. Rose that the early involvement process was to save applicants wasted money. Ms. Rose stated the process that was described was very familiar because it was similar to what she had gone through with the tax credit process. She also stated that in both cases they consult first with a liaison from

the state that helps them know if the project is workable and qualifies for the program or conversion of the LWCF. Ms. Rose understands how over-worked and under-staffed federal agencies are, but there was an agreement made and they were expected to follow it. Ms. Rose stated she asked Ms. Muir about the requirements for a conversion process, and Ms. Muir stated that NPS doesn't deny the conversion if the applicant has appropriate replacement property. Ms. Rose also stated that just because something is unlikely to be enforced it doesn't mean the city should shirk its responsibility, and it's time to take a look again and honor the LWCF.

#### 4. Consent Agenda.

##### A. Idaho Falls Power

- 1) Idaho Falls Power Board Meeting Minutes - June 2021, July 2021, August 2021  
June 24, 2021 Idaho Falls Power Board Meeting Minutes; June 24, 2021 Idaho Falls Power Special Meeting Minutes; July 8, 2021 Idaho Falls Power Special Board Meeting Minutes; and August 11, 2021 Idaho Falls Power Special Board Meeting Minutes.

##### B. Municipal Services

- 1) Treasurer's Report for June 2021  
A monthly Treasurer's report is required pursuant to Resolution 2018-06 for City Council review and approval. For the month-ending June 2021, total cash, and investments total \$143.5M. Total receipts received and reconciled to the general ledger were reported at \$16.9M, which includes revenues of \$14.8M and inter-departmental transfers of \$2.1M. Total distributions reconciled to the general ledger were reported at \$24.2M, which includes salary and benefits of \$5.7M, operating costs of \$16.4M and inter-departmental transfers of \$2.1M. As reported in the attached investment report, the total investments reconciled to the general fund were reported at \$136.2M.
- 2) Minutes from Council Meetings  
August 9, 2021 City Council Work Session; August 12, 2021 City Council Meeting; and August 20, 2021 Idaho Falls Police Department Organization.
- 3) License Applications, all carrying the required approvals

##### ***Recommended Action:***

It was moved by Councilor Burtenshaw, seconded by Council President Ziel-Dingman, to approve all items on the Consent Agenda according to the recommendations presented. The motion carried by the following vote: Aye - Councilors Hally, Radford, Francis, Dingman, Burtenshaw, Freeman. Nay - none.

#### 5. Regular Agenda.

##### A. Idaho Falls Power

- 1) IF21-34 Conduit Fiber Agreement with B. Jackson Construction

Idaho Falls Power solicited bids from qualified contractors to provide conduit for buried electrical conductor replacement and fiber optic cable installation over the next three years or until the fiber expansion project is complete. B. Jackson Construction was the only responsive, responsible bidder. Based on the quantities installed in the first two years of the Conduit/Fiber project and the per unit bid prices, the value is estimated to be \$2,464,668.95, plus a twenty percent (20%) contingency of \$492,933.79 for a total authorization of \$2,957,602.74 per year. The 20 percent (20%) contingency is felt to be adequate if we are able to accelerate the construction schedule.

Idaho Falls Power (IFP) Director Bear Prairie appeared. He stated this project is different construction than the fiber in homes. He also stated IFP is happy with the price and the quality of work. Per Councilor Freeman, Director Prairie stated this contract should carry IFP through the final 2-3 years of construction. Councilor Radford expressed his appreciation to IFP for their commitment to get the work done efficiently. He noted IFP is quickly becoming the largest fiber provider in the State.

It was moved by Councilor Radford, seconded by Councilor Freeman, to approve this bid award to B. Jackson Construction of West Jordan, Utah for the unit prices shown as bid, for an estimated total of \$2,464,668.95, plus a twenty percent (20%) contingency of \$492,933.79 for a total authorization of \$2,957,602.74 per year 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.

## **B. Municipal Services**

### **1) Adoption of 2021/22 Fees, Including New Fees and Fee Increases**

The Public Hearing for the 2021/22 fees took place on Thursday, August 12, 2021, pursuant to Idaho Code §50-1002.

Municipal Services Director Pamela Alexander appeared. She stated fees were advertised as required.

Councilor Radford stated he will be voting no on the fee resolution based on the proposed Idaho Falls Regional Airport's (IDA) ground transportation fees. He believes it's not a fair practice to charge taxi cabs and not charge Uber drivers as this chooses a winner and a loser. He also believes the Uber should be charged as well, but State Law does not permit it, therefore, this doesn't allow them to be equal. Councilor Burtenshaw questioned the procedure of discussing this item. Mr. Fife clarified the Council can choose to eliminate a fee that may not be fair for the service. Councilor Francis believes the taxis would get primary space at the airport curb, which is not allowed for Uber and Lyft. Councilor Hally stated IDA has developed into a big airport and is top in the northwest for occupancy. He noted other airports this size charge fees for taxi cabs as there is a cost associated with airports growing and getting more fire protection, police, construction, staff, etc. He stated he is in favor of this increase because it is the business thing to do. Council President Dingman agreed with Councilor Francis that taxi cabs get primary space. She believes the fee is being underestimated as compared to

other airports across the country. She indicated taxis are a for-profit business that are utilizing the property to make a profit, they are not investing in infrastructure, and without roads, lights, and infrastructure they wouldn't have a place to do business, which is the primary motivator for this fee. Councilor Radford questioned the hotel/motel courtesy vehicle. Mr. Fife stated the ordinance defines the exemptions. He also stated the fees must have a clear connection within the authorized uses that those fees support. Councilor Radford questioned the higher fee for a passenger bus. Council President Dingman indicated buses take more space as compared to a taxi, and the majority of the buses are not small. She also indicated a study was performed of all the airports in the western United States for an average of fees. Councilor Radford stated he has a hard time supporting one group over another. Council President Dingman believes equity was part of the motivation, and all other users at the facility, such as car rentals, also pay fees. She indicated IDA Director Rick Cloutier confirmed buses cause more impact to the property which is why their fee is different. She stated the fee is based on national standards, right-sizing, and impact fees to anyone that is impacting the airport. She also stated the Council has the choice to either charge fees properly and appropriately based on use, or say that one user can't legally be charged so don't charge anyone. She doesn't believe that sounds reasonable. Councilor Burtenshaw stated she recently flew in and out of IDA and indicated it is significantly busier with the added flights. She also stated she is in favor of the fee, particularly if this money is used for infrastructure. Mayor Casper stated the only other alternative to charging fees for use is to increase other user fees or have city taxpayers take care of IDA. She noted the city has worked to make IDA as independent as possible from the taxpayers. Per Mayor Casper, Councilor Radford stated he did not see the entire fee schedule until recently. Councilor Francis noted discussion has occurred regarding re-doing the lanes for taxis.

It was moved by Councilor Burtenshaw, seconded by Council President Ziel-Dingman, to adopt the 2021/22 Fee Resolution. The motion carried by the following vote: Aye - Councilors Freeman, Francis, Hally, Burtenshaw, Dingman. Nay - Councilor Radford.

Mayor Casper noted all fees are included in a single document.

#### RESOLUTION NO. 2021-25

A RESOLUTION OF THE CITY OF IDAHO FALLS, IDAHO, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, ADOPTING A SCHEDULE OF REVISED FEES FOR SERVICES PROVIDED AND REGULARLY CHARGED AS SPECIFIED BY CITY CODE; AND PROVIDING THAT THIS RESOLUTION BE EFFECTIVE UPON ITS PASSAGE, APPROVAL, AND PUBLICATION ACCORDING TO LAW.

#### 2) Adoption of a 1% Levy of Forgone for Fiscal Year 2021/22

The Public Hearing for the 2021/22 forgone levy took place on Thursday, August 12, 2021, pursuant to Idaho Code §63-802(1)(e).

Director Alexander appeared. She noted a correction in the resolution which did not remove the fire dispatch software per discussion at the August 23 Work Session. Mayor Casper noted that public hearings were held for agenda items 1, 2, and 3 and there were no public comments in any of the hearings. Per Councilor Freeman, Director Alexander stated the total

amount of the forgone resolution is \$407,400.00. Councilor Hally explained the forgone stating the amount of forgone that is available for the city was over \$6M. He also explained the State limited the amount of forgone to 1%. Councilor Burtenshaw clarified the fire department dispatch software was removed because it would exceed the total safety package of the \$407,000.00. She also clarified range improvements and the Fire Station 3 bay doors were allocated to the dispatcher.

It was moved by Councilor Burtenshaw, seconded by Council President Ziel-Dingman, to adopt the 1% levy of the 2021/22 foregone in the amount of \$407,400.00. The motion carried by the following vote: Aye - Councilors Dingman, Radford, Francis, Burtenshaw, Hally, Freeman. Nay - none.

#### RESOLUTION NO. 2021-26

A RESOLUTION OF THE CITY OF IDAHO FALLS, IDAHO, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, CERTIFYING THE LEVY OF ONE PERCENT (1%) OF THE CITY'S FORGONE BALANCE, IN THE AMOUNT OF FOUR HUNDRED SEVEN THOUSAND FOUR HUNDRED DOLLARS (\$407,400.00), TO BE INCLUDED IN THE CITY 2021-2022 BUDGET FOR THE SPECIFIC PURPOSE OF FUNDING THE MAINTENANCE AND OPERATION NEEDS OF THE CITY'S POLICE AND FIRE DEPARTMENTS, AND PROVIDING THAT THIS RESOLUTION BE EFFECTIVE UPON ITS PASSAGE, APPROVAL, AND PUBLICATION ACCORDING TO LAW.

### 3) Adoption of 2021/22 Fiscal Year Budget Ordinance

The public hearing for the 2021/22 fiscal year budget took place on Thursday, August 12, 2021 pursuant to Idaho Code §50-1002.

Director Alexander appeared. She stated the total 2021/22 Budget Ordinance is not-to-exceed \$294,891,737 which includes total property tax revenue of \$40.6M which includes new growth and annexation, 3% statutory property tax levy with a whole value dollar of \$1.1M, 1% forgone specifically for a public safety package with a whole dollar amount of \$407,400, and \$2M for prioritized budget requests which benefits city employees, public safety, and Parks and Recreation (P&R). She explained the public safety forgone package with on-going costs totaling \$162,721, one-time costs for the Police Department totaling \$120,750, and one-time costs for the Fire Department totaling \$123,929. Per Mayor Casper, Controller Mark Hagedorn stated the forgone has different rules than the 3% that is received from the county.

Councilor Freeman stated the city has grown and he is supportive of the budget. He expressed his appreciation to the finance team who has worked on the budget for months. Councilor Radford also expressed his appreciation to the finance team, staff, and directors. He stated he will be voting no on the budget although he doesn't want that vote to reflect the effort that has been put in by staff and Councilmembers. He explained there are some large issues that he cannot support which are similar to last year's budget including the Law Enforcement Complex (LEC). He believes the LEC is being funded in an expensive way and it depletes the city's General Fund at \$2M per year that could have paid for more police officers. He believes a bond would have been approved which would have created new revenue but instead \$30M is being borrowed which is the largest sum ever paid for a public building in Idaho Falls, with no voter

support and no funding source. Councilor Radford also stated he cannot support the budget that includes over \$4M for a water tower to be placed on federally purchased public land on green space that belonged to citizens and the city will be breaking a promise that the land would be left in perpetuity on the river. Councilor Radford understands the concerns about parking and the decision that was made to the downtown residents, however he indicated there was a promise to keep that property green space. He believes there is an option of not needing the water tower and use electric pressure which would cost \$1M less than the water tower. He noted the concern for the process that a generator might take up to 1.5 minute to turn on which may create a boil order if the pressure falls below an acceptable level. He indicated some of the world's best battery researchers are at the Idaho National Laboratory (INL) and there is a group of electrical engineers at IFP and he believes they could excel on that route without getting rid of a park. Councilor Radford stated he is also opposing the budget because there is a need to expand many departments and a \$2M payment for the next 20 years will make it very difficult. He also stated there is a need for infrastructure improvements, and there is a need for more support to maintain a sustainable strong community and expand the chances for revenue. He believes there are not enough options. Councilor Francis stated he is in favor of the budget. He noted work on the budget began in April. He also stated the LEC was needed in 2005 and it has been long delayed, the city is making it affordable, and the city got tremendous rates (basically 0%). He indicated waiting for a bond would have taken another 6-12 months and that would have delayed the entire project. He believes this is the opportunity to establish community policing in the station as well as other needs. Councilor Francis stated the water tower issue is still under discussion. He also stated the water tower is a rate payer item (Enterprise Fund), not a General Fund cost. He noted Public Works has been planning for the water tower and it is not an impact on this year's General Fund. Councilor Hally stated there is a lot of give and take on the budget and there isn't one (1) member of the council that is completely happy with every item. He believes that inflation will hit in 1.5 years and the length of a bond for the LEC would probably be \$10-15M more than what is already being paid. He noted the bond would be on top of the budget and not within the budget. He indicated redevelopment districts that will be ending will add over \$1M to the budget and that will be revenue. Councilor Hally stated the city is growing and the Council decided they can maintain the LEC within the budget. Council President Dingman stated she is in favor of the budget. She reiterated the amount of time the Council spent on the budget totaling over 100 hours since April. She believes the budget is a strong representation of the support for first responders. She stated there was a time when the directors were not coming forward with maintenance items such as staff, facilities, equipment, training and now the city is playing catch up which is difficult to do. She also believes the Council did a good job with the LEC balancing the desperate need for the facility as well as a commonsense evaluation of the bond. She noted the interest rate received is a phenomenal result of hard work from staff. She believes the correct decision was made. Council President Dingman stated the budget was looked at as a whole and not all will agree with every single item. Councilor Burtenshaw believes this budget reflects the Council honoring the commitments and obligations to the community. She also believes the LEC is a legal obligation which the Council must pay. She noted the public is also matching funds on some items. Councilor Burtenshaw is pleased the budget shows strong support for public safety, and she will be voting yes. Councilor Freeman stated the Council is required by State Statute to have a balanced budget, each year there are

budget restraints, and the State Legislature takes away more each year. Mayor Casper stated, referencing the water tower, it would be possible to create a pressurized system, however, there have been instances when a power outage has resulted in the city coming close to having a boil order. She noted generators made the difference. She urged all individuals to remember that water is life and access to clean water is an important element of public safety. Mayor Casper stated the city has gone through a fairly extensive project with IFP being able to operate off the grid. She indicated this is opening doors for other individuals to have the security of being independent, the water tower gives the city that security, and gravity is not taken away by a natural disaster. Mayor Casper stated she is pleased with the consensus of the Council when it comes to serving the community well.

It was moved by Councilor Burtenshaw, seconded by Council President Ziel-Dingman, to adopt the 2021/22 fiscal year budget in the amount of \$294,891,737 and approve the attached appropriations ordinance, appropriating monies to and among the various funds, under a suspension of the rules requiring three complete and separate readings and request that it be read by title and published by summary. The motion carried by the following vote: Aye - Councilors Freeman, Burtenshaw, Francis, Dingman, Hally. Nay - Councilor Radford.

At the request of Mayor Casper, the City Clerk read the ordinance by title only:

ORDINANCE NO. 3408

THE ANNUAL APPROPRIATION ORDINANCE OF THE CITY OF IDAHO FALLS, IDAHO, FOR THE PERIOD COMMENCING OCTOBER 1, 2021 AND ENDING SEPTEMBER 30, 2022, APPROPRIATING AND APPORTIONING THE MONIES OF SAID CITY TO AND AMONG THE SEVERAL FUNDS OF SAID CITY AND DESIGNATING THE PURPOSE FOR WHICH SAID MONIES MAY BE EXPENDED; SPECIFYING THE AMOUNT OF MONEY PAID BY PROPERTY TAX T BE APPROPRIATED TO SAID FUNDS; AND PROVIDING WHEN THE ORDINANCE SHALL BECOME EFFECTIVE.

4) Purchase 50' Digger Derrick for Idaho Falls Power

This purchase will replace unit #3029, a 2011 Digger Derrick that is approaching its useful life and scheduled for replacement.

Director Alexander appeared. She explained the manufacturing for this equipment can take up to two (2) years. The total cost is \$317,249.00 and, provided the request is approved, a purchase order would be issued to the vendor to start on building the equipment. Per Councilor Freeman, Director Prairie explained the digger derrick. He reiterated the construction of this equipment is approximately two (2) years out. Per Mayor Casper, Director Prairie stated there will be no payment until IFP takes delivery. He also stated IFP continues to budget year after year and those funds are encumbered as a place holder. Director Alexander indicated the rates are good right now to move forward.

It was moved by Councilor Radford, seconded by Councilor Freeman, to accept and approve the quote received from Altec Industries, Inc. accessing the General Services Administration (GSA) contract #GS-30F-026GA for a total of \$317,249.00. The motion carried by the following vote: Aye - Councilors Hally, Burtenshaw, Dingman, Freeman, Francis, Radford. Nay - none.

**5) RFP 21-086, Comprehensive Annual Financial Audit Services**

The purpose of this request is to hire a qualified firm to provide certified public accounting annual financial auditing services to the City of Idaho Falls for the fiscal year ending September 30, 2021. The city received a total of four proposals that were evaluated based on the proposal criteria. A five-member evaluation team consisting of one City Council member, two department directors (Idaho Falls Power and Public Works), Controller and Treasurer reviewed and scored the proposals based on the criterion identified in the request for proposal.

Director Alexander appeared. She stated this item was discussed at the August 23 Work Session. She indicated the goal is to change auditors every 4-5 years. She noted the contract is inclusive of all services including on-site visits as well as travel and other incidentals that are required throughout the audit process. Councilor Burtenshaw believes it's fiscally responsible to change auditors.

It was moved by Councilor Burtenshaw, seconded by Council President Ziel-Dingman, to approve a professional services contract with EideBailly for comprehensive annual financial audit services for an estimated total of \$97,000. The motion carried by the following vote: Aye - Councilors Burtenshaw, Hally, Radford, Dingman, Freeman, Francis. Nay - none.

**6) Request to Surplus City Property**

The Fire and Municipal Services departments have determined this property, formerly known as Fire Station 6 is no longer needed and recommend the disposal of this property with a minimum appraisal value of \$181,000.

Director Alexander appeared. She acknowledged Fire Chief Duane Nelson in attendance. Mayor Casper stated this property was potentially available in 2017 when Station 1 opened. Councilor Freeman stated, per his previous Fire Department experience, this station was purchased in 1965. He is hopeful to get a good price for the building. Per Councilor Francis, Director Alexander stated the funds are required to go back to where they were used to purchase the property, so they will likely go back to the General Fund, however, she indicated there is a request from Chief Nelson to set aside the funds for future Fire Department needs. Mayor Casper stated these funds would most likely be used to purchase another property. Per Councilor Burtenshaw, Director Alexander stated the purchase will be through a sealed bid and the recommendation is to set the minimum amount at the appraisal amount of \$180,000.

It was moved by Councilor Burtenshaw, seconded by Council President Ziel-Dingman, to authorize the sale of City property located at 525 E. 8th Street and request the City Clerk to publish a summary of the action taken by the City Council in the official newspaper and provide notice of a public hearing at least fourteen (14) days prior to the date, pursuant to Idaho Statute §50-1402. The motion carried by the following vote: Aye - Councilors Dingman, Burtenshaw, Francis, Freeman, Hally, Radford. Nay - none.

**7) Approval to Write-Off Unpaid Utility Service Accounts**

There are 694 uncollectible accounts which include the following account categories:

bankruptcy at \$21,717.14, deceased at \$15,358.57 and incarcerated at \$3,259.65. The balance of \$178,906.37 has meets the terms of the City Service Delivery Account Write-Off Policy. For comparison purposes, the total approved write-off for utility service accounts last year for the calendar year 2015 was \$235,291.65 and represents a decrease of \$16,049.92.

Director Alexander appeared. She stated this is a routine activity close to the end of the fiscal year. She also stated a write-off policy went through Council in November 2016 in order to write-off City accounts. Councilor Radford expressed his appreciation for the continual decrease in the amount of uncollectible accounts. Councilor Hally stated an audit of IFP must be accurate in order to increase the bonding rating of Idaho Falls, which is one of the highest in the country. He noted there is due diligence in making sure the assets are building assets. Councilor Burtenshaw clarified uncollectable is not the same as people in need who are unable to pay. Mayor Casper indicated that Director Alexander has stated staff tries very hard to make sure every legal pursuit is pursued before an account is put on the list. Director Alexander noted this is a team effort, and there is a contract with a collection agency that works in tandem with office staff.

It was moved by Councilor Burtenshaw, seconded by Council President Ziel-Dingman, to approve the write-off of \$219,241.73 in unpaid utility services accounts which have been determined as uncollectible for the calendar year 2016. The motion carried by the following vote: Aye - Councilors Francis, Dingman, Freeman, Hally, Radford, Burtenshaw. Nay - none.

**8) Approval to Write-Off Uncollectible Miscellaneous Delinquent Accounts**

Municipal Services is recommending the write-off of forty-four (44) delinquent accounts that are for damage to city property, rental of yard containers, weed control and animal control services. This request includes a total of 7 damage to city property delinquent accounts for a total of \$87,123.02 for calendar years 2016 and 2019, of which 3 account holders are deceased, with no known estate; 2 account bankruptcies; and 2 account holders are incarcerated. A total of \$6,326.11 for the calendar year 2016 includes unpaid rentals for yard containers. The balance of the write-off request of \$3,477.11 includes unpaid weed control and animal control delinquent accounts for calendar years 2016, 2017 and 2018 deemed uncollectible by Municipal Services and verified by the City's contracted collection agency.

Director Alexander appeared. She stated staff and the collection agency have been working with these accounts for a number of years.

It was moved by Councilor Burtenshaw, seconded by Council President Ziel-Dingman, to approve the write-off of miscellaneous delinquent accounts determined as uncollectible for a total of \$96,926.24. The motion carried by the following vote: Aye - Councilors Burtenshaw, Hally, Dingman, Radford, Freeman, Francis. Nay - none.

**6. Announcements.**

Mayor Casper announced August 28, Dash for Downs and September 3-6, Memorial Day weekend. She also announced community events will be held commemorating the 20th anniversary of 9-11 honoring first responders. Mayor Casper expressed her appreciation to the Councilmembers and Municipal Services through the budget

process. She stated they were responsive and present and attentive at the meetings. She requested a round of applause to the Municipal Services financial team and Director Alexander.

**7. Adjournment.**

There being no further business, the meeting adjourned at 9:13 p.m.

s/ Kathy Hampton \_\_\_\_\_  
Kathy Hampton, City Clerk

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