



**CITY OF BLACKFOOT
CITY COUNCIL MEETING
MINUTES FROM MARCH 7, 2023**

PLEDGE OF ALLEGIANCE

Mayor Carroll called the meeting to order at 7:00 PM and led the Pledge of Allegiance.

ROLL CALL

Those in attendance were: Councilman Brown, Councilman Gardner, Councilman Jensen, and Councilwoman Simpson.

2022 CITY OF BLACKFOOT AUDIT REVIEW – MORGAN HATT

City Auditor, Morgan Hatt, reviewed the 2022 audit with the Council. Mr. Hatt provided a document showing the year-end fund balances for all thirteen funds. Looking at the General Fund, there was a profit of \$324,000. There was a significant increase in building permits and building fees in 2022 compared to 2021, with an increase of \$191,000. As far as expenditures there was more money spent on salaries and health benefits than in prior years. Mr. Hatt talked about revenues and expenses for each department and went into detail on the financial statement and financial status of each department. Mr. Hatt provided and explained the balances for the total city equity, long term debt, and debt to equity ratio for 2022.

CONCENT AGENDA

Councilman Jensen made a motion to approve the Consent Agenda as presented consisting of the payables and minutes from 2/7/2023. Councilwoman Simpson seconded the motion; all were in favor, motion carried.

CITY TREASURER GRAHM ANDERSON

Treasurer's Report

City Treasurer, Gram Anderson, presented the monthly Treasurer's Report. Mr. Anderson briefly summarized the monthly expense to budget for the month of January and the percentages expended year-to-date for the general fund and each of the departments in the city. He provided the current up to date bank and investment account balances, calendar items to be completed within the next three months, in the month of March, there will be revenue projections for round 2 for budget meetings. Round two of budget meetings will begin in the month of April with dates still to be determined. Mr. Anderson talked about the ARPA projects that are underway, the radio meter project and the downtown sewer upgrade are both in progress and the Champions Gate ARPA project has been completed. Mr. Anderson also went over the miscellaneous items on the calendar referring to the RV Grant awarded to the city, Fisher Street, Meridian/Highway 91, and the West Bridge replacement.

Public Hearing on Proposed Fee Increases

Mr. Anderson provided a document to the Council with information on proposed fee increases for each of the departments in the city. He provided specific details for the proposed increases in each department; he provided both the current fee amounts and the proposed fees for each department.



Councilwoman Simpson made a motion to move into Public Hearing at 7:41PM. Councilman Brown seconded the motion; on a roll call vote, all were in favor and the meeting moved into Public Hearing. Mayor Carroll confirmed that nobody signed up to speak in favor of, neutral or in opposition to any of the fee increases. Councilman Jensen made a motion to move the meeting out of Public Hearing and into Regular Session. Councilwoman Simpson seconded the motion; all were in favor and the meeting moved back into Regular Session.

Resolution Approving Fee Increases

City Attorney, Garrett Sandow, read Resolution No. 413 to the Council, A Resolution Establishing Increases Fees and Establishing a Revised Overall Fee Schedule for the City. Councilman Brown made a motion to approve Resolution No. 413 approving fee increases and waive further readings. Councilman Jensen seconded the motion; on a roll call vote, all were in favor, motion carried.

RESOLUTION OF THE CITY OF BLACKFOOT NUMBER 413

A RESOLUTION ESTABLISHING INCREASED CITY FEES AND ESTABLISHING A REVISED OVERALL FEE SCHEDULE FOR THE CITY:

The undersigned, Marc Carroll, does hereby certify that the following is a true and correct copy of a resolution adopted at the City Council Meeting of the City of Blackfoot on the date indicated below:

1. WHEREAS, based upon the presentations given to Council certain fees such as water, sanitation, wastewater, availability fees, and other various fees should be increased, amended, and/or added to place the City of Blackfoot's fees more commensurate with fees charged in surrounding communities, be reasonably related to the service provided, and to cover the costs of providing the applicable service; and
2. WHEREAS, there also needs to be an increase in certain fees due to the increased costs charged to the City for providing such service; and
3. WHEREAS, in order to adequately provide for certain capital expenditures necessary for the operations of the City it is in the best interest of the City to raise certain fees to provide additional revenue for such capital expenditures; and

BE IT THEREFORE RESOLVED THAT:

1. City Fees shall be increased, amended and/or added to the rates set forth in Exhibit "A" attached hereto.
2. That Exhibit "A" attached hereto shall be considered as the overall fee schedule of the City as of April 1, 2023 and will remain in effect until modified by further council action.



PASSED BY THE COUNCIL AND APPROVED BY THE MAYOR this 7th day of March, 2023.

Mayor Marc Carroll

ATTEST:

City Clerk

MAYOR MARC CARROLL

Ordinance Changing the Official Newspaper for the City of Blackfoot Code 1-5-3

City Attorney, Garrett Sandow, presented Ordinance No. 2232 to the Council, An Ordinance for the City of Blackfoot, Idaho, Amending 1-5-3 Regarding the Official Newspaper of the City; Providing for the Effective Date of Said Change. Councilman Jensen made a motion to approve Ordinance No. 2232 as presented and waive all further readings. Councilwoman Simpson seconded the motion; on a roll call vote, all were in favor, motion carried.

ORDINANCE NO. 2232

AN ORDINANCE OF THE CITY OF BLACKFOOT, IDAHO, AMENDING 1-5-3 REGARDING THE OFFICIAL NEWSPAPER OF THE CITY; PROVIDING FOR THE EFFECTIVE DATE OF SAID CHANGE.

BE IT ORDAINED BY THE MAYOR AND THE CITY COUNCIL OF THE CITY OF BLACKFOOT, IDAHO AS FOLLOWS:

SECTION 1: That Section 1-5-3 of the Blackfoot City Code be amended as follows:

1-5-3 OFFICIAL NEWSPAPER:

The, ~~Bingham News Chronicle~~, Post Register / Idaho State Journal, a daily newspaper published ~~at and within the city~~, that is the nearest Idaho newspaper of general circulation within the city, hereby is designated and appointed as the official newspaper of the city.

SECTION 2: That the effective date of this Ordinance shall be after passage and publication as provided by law.

PASSED AND APPROVED by the Mayor and City Council this 7th day of March, 2023.

CITY OF BLACKFOOT, IDAHO

By: _____
Marc Carroll, Mayor



ATTEST: _____
City Clerk

Tabled Items

Discussion on City Code 4-10-13 Special Events Exemptions and Proposed Ordinance

Mayor Carroll explained that on February 23rd a joint group of City and County people met with the EISF Fair board. The cost of the fair to the City and the County entities is a little over \$77,000. This last year, both the police department and the sheriff's office each received a check for \$7,500. There were previous discussions that the EISF was going to budget money to help offset costs. The city is asking for partial reimbursement for the cost to the city for the fair. Councilman Gardner made a motion to pull code 4-10-13 off the table. Councilwoman Simpson seconded the motion; all were in favor, motion carried. The Council agreed to direct Attorney Sandow to write an ordinance to make it clear that the Fair is exempt from the application process with the other provisions of that title remaining for everybody.

PLANNING AND ZONING – JULIE CONAN

Proposed Zone Change on Wootton Way

Planning and Zoning Director, Julie Conan, presented the proposed Zone change request on Wootton Way and recommended this for approval. This is a two acre parcel that would be changed from an LDR-1 to an LDR-2. This change will allow for development within the city limits which is in line with the Planning and Zonings Commission's comprehensive plan. Councilman Gardner made a motion to approve the zone change on Wootton Way and adopt the Findings of Fact found by the Planning and Zoning Commission. Councilman Brown seconded the motion; all were in favor, motion Carried.

FINDINGS OF FACT, CONCLUSIONS
AND RESOLUTION ADOPTED
BY THE
PLANNING AND ZONING BOARD
CITY OF BLACKFOOT
February 28, 2023

FINDINGS AND CONCLUSIONS:

At the regularly scheduled meeting of the Planning and Zoning Board of the City of Blackfoot on January 24, 2023, the Board held a public hearing on the request of Jon Gregory to change the zone on property located at the corner of Wootten Way and Airport Road, Blackfoot, Idaho, from LDR-1 (Light Residential) to LDR-2 (Low Density Residential) and to consider the recommendations to provide City Council pursuant to the application that is attached hereto and made a part hereof by this reference. During the public hearing, testimony was heard from the Applicant and evaluated by the Board. The matter was discussed with the Planning Administrator with a review of the relevant City Code. Three patrons testified in favor of the zone change. One patron testified in opposition wondering how a higher density would benefit the City a well. After reviewing any documents submitted by the applicant and by any other interested parties, the Board finds and concludes as follows:

FINDINGS and CONCLUSIONS:



1. The property currently is zoned LDR-1. The Applicant has requested a designation of LDR-2 to better suit the adjoining properties that are multi-family zoning and to allow 8 doors instead of 6 as currently allowed.
2. That after consideration of the surrounding areas, the Commission has determined that a zone of LDR-2 is appropriate.
3. The proposed zone change to LDR-2 complies with and advances the goals and objectives of the Comprehensive Plan and is consistent with the uses in the area.
4. The zone change will allow the City to provide and maintain existing future capabilities of public utilities.
5. It appears the amendment to LDR-2 will not adversely affect other property in the vicinity.
6. The proposed zone will not adversely affect the public health, safety or welfare and does more accurately reflect the likely future uses of the area.

RESOLUTION AND CONCLUSIONS

UPON MOTIONS DULY MADE, SECONDED AND CARRIED,

IT WAS RESOLVED THAT:

By majority vote, the Board recommends that the City Council amend the zoning of the proposed area from LDR-1 to LDR-2.

These findings of fact, conclusions, and resolution formally were adopted by a majority vote of the Planning and Zoning Board on February 28, 2023.

Secretary of Planning & Zoning Board
City of Blackfoot, Idaho

Based on the approval vote of the zone change on Wootton Way, the proposed Ordinance No. 2233, Wootton Way Zone Change, was presented to the Council by Attorney Garrett Sandow. Councilman Jensen made a motion to approve Ordinance No. 2233 as presented and waive further readings. Councilman Brown seconded the motion; on a roll call vote, all were in favor, motion carried.

ORDINANCE NO. 2233 (Wootten Way / Airport Road Zone Change)

AN ORDINANCE OF THE CITY OF BLACKFOOT, IDAHO, CHANGING THE ZONE FROM LDR-1 (Residential) TO LDR-2 (Low Density Residential) ON THE PROPERTY DESCRIBED BELOW; PROVIDING FOR THE EFFECTIVE DATE.



BE IT ORDAINED BY THE MAYOR AND THE CITY COUNCIL OF THE CITY OF BLACKFOOT, IDAHO AS FOLLOWS:

SECTION 1: That the zoning of the property described in Exhibit “A” attached hereto, located at the corner of Wootten Way and Airport Road, in Blackfoot, Bingham County, Idaho, be and hereby is, changed from LDR-1 to LDR-2.

SECTION 2: That the Blackfoot City Zoning Map be amended to reflect this zone change.

SECTION 3: That this Ordinance shall be in full force and effect from and after its passage and publication as provided by law.

PASSED AND APPROVED by the Mayor and City Council this 7th day of March, 2023.

CITY OF BLACKFOOT, IDAHO

By: _____
Marc Carroll, Mayor

ATTEST: _____
City Clerk

Proposed Planned Unit Development (PUD) for Townhomes at Cromwell

Planning and Zoning Director, Julie Conan, presented the PUD for townhomes at Cromwell Lane and explained that this would be an 80 unit development that was going to be recommended by the Planning and Zoning Commission, however, there were multiple issues discovered in the zone change process back in 2018 that included this parcel. Councilman Brown made a motion to approve the request from the Planning and Zoning Commission to remand the PUD for Townhomes on Cromwell Lane back to the Planning and Zoning Commission. Councilman Gardner seconded the motion; all were in favor, motion carried.

Adopt Schedule of Use Districts Previously Omitted

Planning and Zoning Director, Julie Conan, explained that the Schedule of Use Districts Table is linked to an ordinance that shows as a link that is no longer available, this link was previously omitted when the new residential codes were adopted. The Planning and Zoning Commission is requesting approval for action to put the Use Table back into the Ordinance. Councilman Jensen made a motion to adopt the Findings of Fact and Conclusions as presented by the Planning and Zoning Commission. Councilman Brown seconded the motion; all were in favor, motion carried.

FINDINGS OF FACT, CONCLUSIONS
AND RESOLUTION ADOPTED
BY THE



PLANNING AND ZONING BOARD
OF THE
CITY OF BLACKFOOT
February 28, 2023

FINDINGS AND CONCLUSIONS

At the regularly scheduled meeting of the Planning and Zoning Board of the City of Blackfoot on January 24, 2023, the Board held a public hearing on the request of the City of Blackfoot to correct Title 11 Chapter 4A on the use district and regulations. Through an error, the use tables had been omitted from the new zoning chapter. The proposal is to have the use table placed back into Title 11 Chapter 4A. Recommendations and the basis for those recommendations from the City of Blackfoot Planning and Zoning Administrator were presented and considered by the Board. No members of the public testified in favor, neutral or opposed. Upon reviewing the matter, the Board found and concluded as follows:

FINDINGS:

1. That the Schedule of Use Districts Table should be placed back into Title 11 Chapter 4A as presented.

RESOLUTION AND CONCLUSIONS

UPON MOTIONS DULY MADE, SECONDED AND CARRIED,

IT WAS RESOLVED THAT:

It is unanimously recommended to the City Council that the proposed Schedule of Use District Table be placed back into Title 11 Chapter 4A as presented.

These findings of fact, conclusions, and resolutions were formally adopted by a majority vote of the planning and zoning board on February 28, 2023.

Secretary of Planning & Zoning Board
City of Blackfoot, Idaho

Based on the vote for approval of the Findings of Fact and Conclusions regarding the Schedule of Use Districts Table, Mr. Sandow presented Ordinance No. 2234 to the Council. Councilman Brown made a motion to approve Ordinance No. 2234 as presented and waive further readings. Councilman Jensen seconded the motion; on a roll call vote, all were in favor, motion carried.



ORDINANCE NO. 2234

AN ORDINANCE OF THE CITY OF BLACKFOOT, IDAHO, ADDING TO TITLE 11 CHAPTER 4A, SECTION 6, REGARDING THE SCHEDULE OF USE DISTRICTS TABLE, AND PROVIDING FOR THE EFFECTIVE DATE OF SAID CHANGE.

BE IT ORDAINED BY THE MAYOR AND THE CITY COUNCIL OF THE CITY OF BLACKFOOT, IDAHO AS FOLLOWS:

SECTION 1: That the current Zoning regulations of the City inadvertently omitted the Schedule of Use District Table contained within Title 11 Chapter 4A Section 6 and those use tables should be placed back into the code to allow for a clear definition of the uses allowed in each zone.

SECTION 2: That Title 11 Chapter 4A Section 6 shall have added the entire Schedule of Use Districts Table that is attached hereto as Exhibit "A."

SECTION 3: That the effective date of this Ordinance shall be after passage and publication as provided by law.

PASSED AND APPROVED by the Mayor and City Council this 7th day of March, 2023.

CITY OF BLACKFOOT, IDAHO

By: _____
Marc Carroll, Mayor

ATTEST: _____
City Clerk

ADJOURNMENT

The City Council meeting was adjourned at 8:14 P.M.

City of Blackfoot

Mayor Marc Carroll

Attest:

City Clerk Suzanne McNeel

Prepared by: Patty Reyes

