

**REGULAR BURLEY CITY COUNCIL MEETING  
CITY HALL  
1401 Overland Avenue  
Burley, Idaho  
June 4, 2019**

**AGENDA**

**REGULAR SESSION AT 7:00 P.M.**

**CONSENT CALENDAR**

- 1. ACTION ITEM 1.a through c.** Items on the Consent Calendar are considered to be routine and enacted by one motion. Any item may be removed for discussion and made a part of the regular agenda at the request of a member of the Council. Any request shall be made after the Consent Calendar is read and before action is taken.
  - a. APPROVAL OF MINUTES FROM REGULAR AND SPECIAL MEETINGS**
  - b. BILLS PAYABLE \$777,820.88.**
  - c. PAYROLL ENDING ON 5/24/19 FOR \$226,284.42.**
  
- 2. ACTION ITEM** Approval of County Canvassed Library Levy Results Ellen Maier
- 3. ACTION ITEM** Ladies Association Improvements at Golf Course Rachel Hansen
- 4. ACTION ITEM** Golf Course RFP Mark Mitton

**Information Items**

**BUILDING PERMITS:**

DBH Development	359 Miller Ave	Single Family	\$110,000.00
DBH Development	409 Miller Ave	Single Family	\$110,000.00
Jesse James	1501 Burton	Shed	\$ 1,500.00

City Hall is accessible to persons with disabilities. Any person with disabilities desiring accommodation for the City Council meetings, please contact City Hall at 878-2224 at least 48 hours prior to the meeting.

**REGULAR BURLEY CITY COUNCIL MEETING  
CITY HALL  
June 4, 2019**

**COMMENCE MEETING**

Council met in regular session at 7:00 p.m. with Mayor Ormond presiding. Council members present were Randy Hawkins, John Craner, Casey Andersen, Russell Mallory, Bryce Morgan and Jon Anderson.

City Staff present were as follows: City Administrator Mark Mitton, City Clerk Ellen Maier, Attorney Dave Shirley, Sexton Dave Allred, Waste Water Treatment Director Dee Hodge, Economic Development Specialist Doug Manning, Building Inspector Gary Pawson, Engineer Bryan Reiter, Fire Chief Shannon Tolman, Parks Supervisor Brent Winn, Librarian Julie Woodford, Golf Pro Scott Draper, Engineer David Waldron, and Lt. Jason Rogers were also in attendance.

**INVOCATION**

The Invocation was offered by Council member Jon Anderson followed by the Pledge to the Flag.

**CONSENT CALENDAR**

- 1.** Items on the Consent Calendar are considered to be routine and enacted by one motion. Any item may be removed for discussion and made a part of the regular agenda at the request of a member of the Council. Any request shall be made after the Consent Calendar is read and before action is taken.
  - a.** **APPROVAL OF MINUTES FROM REGULAR AND SPECIAL MEETINGS**
  - b.** **BILLS PAYABLE \$777,820.88.**
  - c.** **PAYROLL ENDING 5/24/19 FOR \$226,284.42.**

**Information Items**

**BUILDING PERMITS:**

DBH Development	359 Miller Avenue	Single Family	\$110,000.00
DBH Development	409 Miller Avenue	Single Family	\$110,000.00
Jesse James	1501 Burton Avenue	Shed	\$ 1,500.00

A motion was made by Council member Craner and seconded by Council member Hawkins to accept the Consent Calendar as written.

Roll Call Vote.

The results of the votes were as follows:

Casey Andersen	Aye	Randy Hawkins	Aye
Jon Anderson	Aye	Russell Mallory	Aye
John Craner	Aye	Bryce Morgan	Aye

Motion carried.

### **APPROVAL OF COUNTY CANVASSED LIBRARY LEVY RESULTS**

City Clerk Ellen Maier presented the Council with certified copies from both Minidoka and Cassia County's election results for the May Library levy. She asked for a motion to accept their canvassed election results so they can become part of the minutes.

A motion was made by Council member Morgan and seconded by Council member Casey Andersen to accept the election results so they can become part of the minutes.

Roll Call Vote:

The results of the votes were as follows:

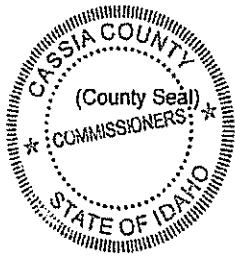
Casey Andersen	Aye	Randy Hawkins	Aye
Jon Anderson	Aye	Russell Mallory	Aye
John Craner	Aye	Bryce Morgan	Aye

Motion carried.

STATE OF IDAHO  
COUNTY OF CASSIA

} ss.

We, the commissioners of the county and state aforesaid, acting as a Board of Canvassers of Election, convened on Tuesday, May 28, 2019, do hereby state that the attached is a true and complete abstract of all votes cast within this county for the candidates and/or questions as they appeared at the election held on Tuesday, May 21, 2019, as shown by the records now on file in the County Clerk's office.



*Edward M. Beck*  
\_\_\_\_\_  
*Bob Kunau*  
\_\_\_\_\_  
*Kent R. Seale*  
\_\_\_\_\_

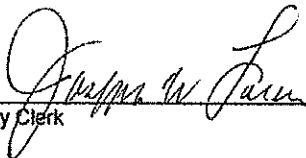
County Board of Canvassers

Attest: *Justin M. [Signature]*  
\_\_\_\_\_  
County Clerk

STATE OF IDAHO  
COUNTY OF CASSIA

} ss.

I, Joseph W. Larsen, County Clerk of said county and state, do hereby certify that the attached is a full, true and complete copy of the abstract of votes for the candidates therein named and/or the questions as they appeared on the election ballot on Tuesday, May 21, 2019, for the City of Burley taxing district, as shown by the record of the Board of Canvassers filed in my office this 28<sup>th</sup> day of May, 2019.

  
County Clerk



**CASSIA COUNTY RESULTS  
MAY 21, 2019 CONSOLIDATED ELECTION  
OFFICIAL RESULTS**

	BALLOT QUESTION	
	CITY OF BURLEY	
Precinct	SHALL THE LEVY UPON THE TAXABLE PROPERTY WITHIN THE CITY OF BURLEY BE INCREASED TO PRODUCE THE SUM OF TWO HUNDRED SEVENTY-SEVEN THOUSAND TWO HUNDRED EIGHTY AND NO/100 DOLLARS (\$277,280.00) IN EXCESS OF THAT OTHERWISE ALLOWED BY LAW, FOR EACH OF THE TAX YEARS 2019 AND 2020, TO PROVIDE ADDITIONAL FUNDING FOR THE BURLEY PUBLIC LIBRARY AS PROVIDED IN RESOLUTION NO. 2-19 OF THE BURLEY CITY COUNCIL ADOPTED ON THE 5TH DAY OF MARCH, 2019?	
CASSIA COUNTY	IN FAVOR	AGAINST
BURLEY 1	18	11
BURLEY 2	21	5
BURLEY 3	71	21
BURLEY 4	66	21
BURLEY 5	44	24
BURLEY 6	45	30
GRANDVIEW	24	8
CO. TOTAL	289	120
MINIDOKA COUNTY		
EMERSON	6	12
CO. TOTAL	6	12
DISTRICT TOTAL	295	132

	CITY OF BURLEY VOTING STATISTICS MAY 21, 2019 CONSOLIDATED ELECTION				
Precinct	Total Number of Registered Voters at Cutoff	Number Election Day Registrants	Total Number of Registered Voters	Number of Ballots Cast	% of Registered Voters That Voted
CASSIA COUNTY					
BURLEY 1	473	0	473	29	6.1%
BURLEY 2	275	0	275	26	9.5%
BURLEY 3	675	0	675	92	13.6%
BURLEY 4	626	1	627	87	13.9%
BURLEY 5	573	0	573	68	11.9%
BURLEY 6	707	0	707	75	10.6%
GRANDVIEW	154	0	154	32	20.8%
CO. TOTAL	3,483	1	3,484	409	11.7%
MINIDOKA COUNTY					
EMERSON	124	0	124	20	16.13%
CO. TOTAL	124	0	124	20	16.1%
DISTRICT TOTAL	3,607	1	3,608	429	11.9%



MINIDOKA COUNTY  
BOARD OF COUNTY  
COMMISSIONERS  
PO BOX 368  
RUPERT, ID 83350  
(208) 436-7111

COMMISSIONERS  
KENT MCCLELLAN  
SHERYL KOYLE  
WAYNE A. SCHENK

STATE OF IDAHO  
COUNTY OF MINIDOKA

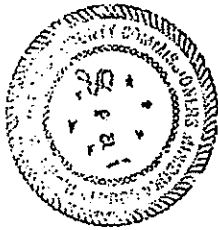
}

SS.

Instrument # 550113  
MINIDOKA COUNTY, RUPERT, IDAHO  
5-24-2019 10:58:21 AM No. of Pages: 6  
Recorded for : MINIDOKA COUNTY  
TONYA PAGE Fee: 6.00  
Ex-Officio Recorder Deputy *sa*

We, the commissioners of the county and state aforesaid, acting as a Board of Canvassers of Election (I.C. 34-1205), convened on May 24, 2019, do hereby state that the attached is a true and complete abstract of the City of Burley Override Levy votes cast within this county for the question as it appeared at the election held on Tuesday, May 21, 2019, as shown by the records now on file in the County Clerk's office.

(County Seal)



*Kent McClellan*  
\_\_\_\_\_  
Kent McClellan, Chairman

*Sheryl Koyle*  
\_\_\_\_\_  
Sheryl Koyle

*Wayne A. Schenk*  
\_\_\_\_\_  
Wayne A. Schenk  
County Board of Canvassers

Attest: *Tonya Page*  
\_\_\_\_\_  
Deputy County Clerk



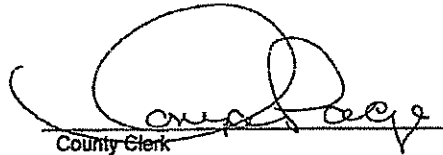
MINIDOKA COUNTY  
715 G STREET  
PO BOX 368  
RUPERT, ID 83350

Tonya Page  
Clerk of the District Court  
Ex-Officio Auditor and  
Recorder  
208-436-7111

STATE OF IDAHO  
COUNTY OF MINIDOKA

} ss.

I, Tonya Page, County Clerk of said county and state, do hereby certify that the attached is a full, true and complete copy of the abstract of votes for the question as it appeared on the election ballot on Tuesday, May 21, 2019, for the City of Burley Override Levy, as shown by the record of the Board of Canvassers filed in my office this 24<sup>th</sup> day of May, 2019.



County Clerk

(Seal)





**Election Results  
May 21, 2019 ELECTION  
CITY OF BURLEY OVERRIDE LEVY  
OFFICIAL RESULTS**

VOTING STATISTICS								
Precinct	Total Number of Registered Voters at Cutoff	Number Election Day Registrants	Total Number of Registered Voters	Number of Ballots Cast	% of Registered Voters That Voted		In Favor	Against
02 Emerson	124	0	124	20	16.1%		6	12
<b>TOTAL</b>	<b>124</b>	<b>0</b>	<b>124</b>	<b>20</b>	<b>16.1%</b>		<b>6</b>	<b>12</b>

Ballot Question  
**CITY OF BURLEY**  
Cassia County and Minidoka County, Idaho  
SPECIAL ELECTION MAY 21, 2019

SHALL THE LEVY UPON THE TAXABLE PROPERTY WITHIN THE CITY OF BURLEY BE INCREASED TO PRODUCE THE SUM OF TWO HUNDRED SEVENTY-SEVEN THOUSAND TWO HUNDRED EIGHTY AND NO/100 DOLLARS (\$277,280.00) IN EXCESS OF THAT OTHERWISE ALLOWED BY LAW, FOR EACH OF THE TAX YEARS 2019 AND 2020, TO PROVIDE ADDITIONAL FUNDING FOR THE BURLEY PUBLIC LIBRARY AS PROVIDED IN RESOLUTION NO. 2-19 OF THE BURLEY CITY COUNCIL ADOPTED ON THE 5TH DAY OF MARCH, 2019?

The Burley City Council has adopted the following Official Statement:  
On May 21, 2019, a special election will be held on the question of a levy to provide additional funding for the Burley Public Library as provided in Resolution No. 2-19 of the Burley City Council adopted on the 5th day of March, 2019. The levy will be assessed for the two tax years 2019 and 2020, and it is estimated that Two Hundred Seventy-Seven Thousand Two Hundred Eighty and No/100 Dollars (\$277,280.00) in excess of that otherwise allowed by law will be collected each year.

**IN FAVOR OF increasing the levy by Two Hundred Seventy-Seven Thousand Two Hundred Eighty and no/100 Dollars (\$277,280.00) for each of the tax years 2019 and 2020**

SUMMARY REPORT

MINIDOKA COUNTY  
SCHOOL BOND/BURLEY LEVY  
MAY 21, 2019

UNOFFICIAL RESULTS

RE: TE:05/21/19 09:13 PM

VOTES PERCENT

PRECINCTS COUNTED (OF 9) . . . . .	0	
REGISTERED VOTERS - TOTAL . . . . .	0	
BALLOTS CAST - TOTAL . . . . .	1,782	
BALLOTS CAST - BLANK . . . . .	3	.17

05.21.2019 School Bond Minidoka County

(VOTE FOR) 1		
IN FAVOR OF . . . . .	959	53.91
AGAINST . . . . .	820	46.09

05.21.2019 Special Election City of Burley

(VOTE FOR) 1		
IN FAVOR OF . . . . .	6	33.33
AGAINST . . . . .	12	66.67

PREC REPORT-GROUP DETAIL

NINIDOKA COUNTY  
 SCHOOL BOND/ BURLEY LEVY  
 MAY 21, 2019

UNOFFICIAL RESULTS

REPORT DATE: 05/21/19 09:08 PM

REPORT-EL30A PAGE 0002-01

0002 02 Emerson

	TOTAL VOTES	%	GROUP-01	GROUP-02
REGISTERED VOTERS - TOTAL . . . . .	848			
BALLOTS CAST - TOTAL . . . . .	198		0	198
BALLOTS CAST - BLANK . . . . .	1	.51	0	1
VOTER TURNOUT - TOTAL . . . . .		23.35		
VOTER TURNOUT - BLANK . . . . .		.12		

05.21.2019 School Bond Minidoka County

(VOTE FOR) 1				
IN FAVOR OF . . . . .	112	56.85	0	112
AGAINST . . . . .	85	43.15	0	85

05.21.2019 Special Election City of Burley

(VOTE FOR) 1				
IN FAVOR OF . . . . .	6	33.33	0	6
AGAINST . . . . .	12	66.67	0	12

PREC REPORT-GROUP DETAIL

MINIDOKA COUNTY  
SCHOOL BOND/ BURLEY LEVY  
MAY 21, 2019

UNOFFICIAL RESULTS

RPT DATE:05/21/19 09:08 PM

REPORT-EL30A PAGE 0009-01

0009 12 AB/Early Voting

	TOTAL VOTES	%	GROUP-01	GROUP-02
REGISTERED VOTERS - TOTAL	0			
BALLOTS CAST - TOTAL	212		212	0
BALLOTS CAST - BLANK	0		0	0

05.21.2019 School Bond Minidoka County

(VOTE FOR) 1				
IN FAVOR OF	109	51.42	109	0
AGAINST	103	48.58	103	0

05.21.2019 Special Election City of Burley

(VOTE FOR) 1				
IN FAVOR OF	0		0	0
AGAINST	0		0	0

## **LADIES ASSOCIATION – IMPROVEMENTS AT GOLF COURSE**

Rachel Hansen, President of the Ladies Golf Association at Rivers Edge Golf Course, addressed Council. She said they do improvements to the golf course with their own funds. In the past they have donated a bag drop at the front of the course, four range stands and a wash station at the number one tee box where you can wet a towel or wash your clubs. They would like to add targets for the driving range through donations and advertising. She feels these targets on the driving range will draw people in who do not want to golf. The targets will be mobile and they would like to raise money through paid sponsorship that would be displayed on each target. Mrs. Hansen asked Council if the security of the sponsors is in place with the RFP. She is asking for a five to eight year guarantee to be included in the RFP.

A discussion followed. She stated the league has 23 to 28 people with participation increasing. It was stated that the RFP could include how long local sponsors can be there. It was stated the targets would be mobile and will be moved each week and can be removed when the driving range is used for parking.

## **GOLF COURSE RFP**

City Administrator Mark Mitton presented Council with a RFP that had been modified from the last meeting. Mr. Mitton said the time line dates would need to be adjusted since we are now two weeks behind the original proposed schedule. City Attorney Dave Shirley said it reads (Subject to change by the City) this would allow changes in the dates with a targeted contract award date on November 2019. Mr. Shirley also stated that there were two changes since the last meeting: 1) Purpose of Contract on page 7 added the sentence (Any cost contributed by the City will be considered as a factor, to be considered with other factors, as part of the “Management Fee or lease payment” category of the criteria listed in paragraph 3.1.1 below.) 2) Deposit on page 13 now reads (All proposers are encouraged to describe and propose additional security that they are willing to offer for the purpose of providing the City with protection of its assets during the term of any contract awarded. The additional security offered will be a factor considered together with other factors as part of the “Financial Capability” category of the criteria listed in paragraph 3.1.1 below. Mr. Shirley said the \$300,000.00 was changed to \$100,000.00 as directed by the Council.

A discussion followed. It was mentioned that on page 6 the sand was replaced in 2010. Council member Morgan asked if maintaining control over greens fees would be part of the proposal. Mr. Mitton said that if the course is leased and we turn all of the control over to them then they can set the fees and if they manage it then Council would have to approve the fees.

Council member Hawkins would like the 2<sup>nd</sup> sentence on page 13 to replace the word security to financial support.

Council member Jon Anderson suggested that in, 3.1.2 Process and Interviews, the Burley City Council perform the evaluations.

A motion was made by Council member Hawkins and seconded by Council member Casey Andersen that with the proposed changes to proceed with the RFP. City Attorney Dave Shirley clarified the changes instead of security it reads financial support, changing the City Council to the committee that will rank the applicants and allowing the City Administrator and City Attorney to adjust the dates and estimated time schedule to have a completion date of December 2019.

Council member Morgan and Craner said they are fine seeing what options are available but wants to only move forward if it is best for the city.

Roll Call Vote:

The results of the votes were as follows:

Casey Andersen	Aye	Randy Hawkins	Aye
Jon Anderson	Aye	Russell Mallory	Nay
John Craner	Aye	Bryce Morgan	Aye

Motion carried.

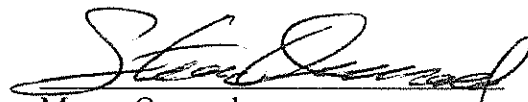
Council member Casey Andersen stated they held their 33<sup>rd</sup> annual car show last weekend and the weather was really nice.

A motion was made by council member Casey Andersen and seconded by Council member Mallory to adjourn the meeting at 7:44 P.M.

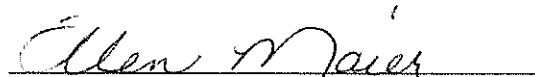
All "Aye."

Motion carried.

City of Burley

  
Mayor Ormond

ATTEST:

  
City Clerk