
The public is invited to observe City Council Work Sessions. However, the agenda for Work Sessions does not include an opportunity for public interaction. Seating in the Council Chambers may be limited. All seating is available on a first-come, first-serve basis. The public also may view this meeting via livestream on the City's website at <https://www.idahofallsidaho.gov/429/Live-Stream>.

This meeting may be canceled or recessed to a later time in accordance with law. If you need communication aids or services or other physical accommodations to participate or access this meeting of the City of Idaho Falls, you may contact City Clerk Corrin Wilde at 612-8414 or the ADA Coordinator Lisa Farris at 612-8323 not less than 48 hours prior to the meeting. They can help accommodate special needs.

CITY COUNCIL WORK SESSION

Times listed in parentheses are only estimates.

Call to Order and Roll Call

Parks and Recreation: **War Bonnet Rodeo Q&A:** Clarification of Council Responsibilities on Friday, 2 August; Distribution of War Bonnet Shirts, Buckles, and Hats. (5)

Community Development Services: **Presentation and Discussion:** Community Development Block Grant – CAPER. (30)
Action: Council Direction to Staff (or take other appropriate action)

Legal Department, Fire Department and Human Resources: **Discussion:** Department Staffing Needs, Current Position Counts, Hiring practices, and Early Hire Requests (40)
Action: Council Direction to Staff (or take other appropriate action)

Mayor and Council: **Acceptance or Receipt of Minutes** (5)
Action: To receive recommendations from the Planning and Zoning Commission

Mayor and Council Reports: Calendars, Announcements Events, Reports, Updates, Concerns, Questions, and Discussion (30).
Action: Council Direction to Staff (or take other appropriate action)

DATED this 19th, day of July 2024



Corrin Wilde, City Clerk

Community Development Services

FAIR HOUSING ISSUES, CONTRIBUTING FACTORS, AND PROPOSED ACHIEVEMENTS

Table V.2 summarizes the fair housing issues/impediments and contributing factors, including metrics, milestones, and a timeframe for achievements.

Fair Housing Goal	Fair Housing Issue(s)	Impediments to Fair Housing Choice/ Contributing Factors	Recommended Actions
Continue to promote affordable homeownership and rental opportunities	Segregation Disproportionate Housing Needs Publicly Supported Housing	Moderate to high levels of segregation Inequitable access to labor market engagement Insufficient affordable housing in a range of unit sizes Discriminatory patterns in Lending	Continue to promote homeownership and affordable rental opportunities with the use of CDBG funds and continued partnership with Habitat for Humanity Idaho Falls (H4HIF). Over the next five (5) years: 5 Homeowner Housing Rehabilitated 5 Homeowner Housing units added
Continue to promote Community Development activities in areas with higher rates of poverty	Disparities in Access to Opportunity	Moderate to high levels of segregation Inequitable access to labor market engagement	Continue to promote public services, public facilities, and infrastructure improvements with CDBG funds in low to moderate income neighborhoods or to benefit LMI households. Over the next five (5) years: Benefit 3,000 households with improved access to public services
Continue to promote community and service provider knowledge of ADA laws	Disability and Access	Insufficient accessible affordable housing Failure to make reasonable accommodations	Increase outreach and education for housing providers in the City, focusing on legal requirements concerning reasonable accommodation, in coordination with local disability advocate organizations and Intermountain Fair Housing Council (IFHC). Record activities annually.
Increase outreach and education for housing providers in the City and the public	Fair Housing Enforcement and Outreach	Discriminatory patterns in Lending Insufficient fair housing education Insufficient understanding of credit NIMBYism	Continue to partner with IFHC to conduct fair housing outreach and education targeting rental tenants and landlords, providing an overview of fair housing laws and examples of discrimination that housing consumers may encounter in the rental and homeowner housing market. Include materials in both English and Spanish. Record activities annually.



Dear CDBG Grant Reviewer,

On behalf of The Behavioral Health Crisis Center of East Idaho (BHCC) and Rise Up Youth Crisis Center, we are asking for your continued support by awarding grant funding to support our community crisis case managers in these two extraordinary centers. Each of our five plus case managers per center carry caseloads often over one hundred individuals.

A crisis center case manager plays a crucial role in providing immediate support and ongoing short- and long-term resources for individuals experiencing crisis. These crises often involve all or multiple physical, mental and emotional factors. The role of case managers and their responsibilities include:

1. Assessment and Triage: Quickly assessing the needs and severity of the crisis to prioritize intervention.
2. Crisis Intervention: Providing immediate support and de-escalation techniques to stabilize the situation.
3. Resource Coordination: Connecting individuals with appropriate services and resources, such as mental health counseling, shelter, medical care, food and financial assistance.
4. Follow-Up: Ensuring ongoing support and monitoring the individual's progress to prevent recurrence of the crisis.
5. Advocacy: Advocating on behalf of clients to secure necessary services and support from various community agencies and organizations.
6. Documentation and Reporting: Maintaining accurate records of interactions, interventions, and outcomes to ensure continuity of care and for reporting purposes.
7. Collaboration: Working with other professionals throughout the community such as healthcare providers, social workers, and law enforcement, to provide comprehensive care.

Overall, the case manager aims to stabilize the individual in crisis, connect them to longer-term support systems, and reduce the likelihood of future crises. Case Managers single-handedly serve individuals and prevent repeat utility of tertiary care services by coordinating less extensive and expensive services.

Continued support for these case managers allows for them to continue providing exceptional ongoing support for individuals in need. Without the grant support, fewer case managers can be funded and supported. We are grateful for the opportunity to make a difference to thousands of citizens throughout our community.

With Gratitude!

Samuel Hulse, Chairman
BHCC and Rise Up Youth Crisis Center Advisory Board



CDGB – Page 2

The Behavioral Health Crisis Center of East Idaho (BHCC) and Rise Up Youth Crisis Center Advisory Board members.

Samuel Hulse, Chairman
Bonneville County Sheriff

Amy Wuest, Vice Chairman
United Way SEI

Crista Henderson Secretary
Bonneville County

Paul Roberts
Professor, BYU-I

Brian Mecham
Bonneville County Jail

Dr. Joseph Anderson
Physician, Idaho Falls Community Hospital

Dr. Nephi Redd
Physician, Just 4 Kids

Eric Jackson
Bingham County Commissioner

Jessica Marley
Captain, City of Idaho Police Department

Dustin Park
Bonneville County Probation

Tim Thompson
Behavioral Health Program Manager, H&W

Grace Hawkinson
Center for HOPE

Ken Marlowe
Administrator, District 93

Michele Watson
Community Youth in Action/SPARC

Brian Walker
3-B Detention Director

Brett Nelson
Eastern Idaho Health Services

Kevin McEwan
Chief Nursing Officer, Madisonhealth

Bryon Reed, Crisis Center Board of Directors
Bonneville County Commissioner

July 1, 2024

Dear Lisa Farris:

This letter is regarding the grant funds for the Elevator at the Idaho Falls Senior Center address 535 W 21st Street. Idaho Falls, ID 83402

Our elevator is used for many purposes, such as programs that are held downstairs, card games, meetings in our conference room, pool tables, library, puzzles, and a sitting room. When we do not have an elevator, some of our patrons cannot join the programs, and then we have to squeeze the program into a space up in the corner upstairs. This creates stress on our patrons and staff when we cannot accommodate everyone.

Another reason that makes the non-working elevator stressful is when we have our freight days on Wednesdays. So many items must go to our storage room and freezer downstairs. Also, throughout the week when we are done with items, we have to take them back downstairs by hand or carry the boxes up and down stairs or to the outside ramp.

It would be a wonderful addition to have an elevator that consistently worked for patrons and staff to be able to go up and downstairs as needed. Our patrons who have wheelchairs and walkers cannot use the stairs. We are grateful for this opportunity in having the chance to have this issue fixed.

Thank you for your consideration in these grant funds.

Sincerely,

Sarah Ryner

Executive Director

PY2024 CDBG Applications Received, Recommendations, and Criteria Applied

<i>Program Year (PY) 2024 CDBG Applicant</i>	<i>Activity/Project Description 2024 Allocation \$434,124.00</i>	<i>Requested Amount</i>	<i>Recommend Amount</i>
<i>Public Service Activities</i>	<i>15% max of allocation (\$65,118.6)</i>		
Idaho Legal Aid	Legal Aid - victims of domestic violence -Idaho Falls (2,3)	\$12,690.00	\$10,118.60
Behavioral Health Crisis Center East Idaho	(N Holmes) - Case management/treatment for mental health/substance abuse clients (18/older). (3)	\$20,000.00	\$18,000.00
Rise Up Teen/Child Crisis Center East Idaho	(Science Center) - Case management/treatment for mental health/substance abuse clients (ages 5-17). (3)	\$20,000.00	\$0 Low Priority
CLUB Inc. Case Mngt.	Emergency housing/related services for LMI/housing. crisis. (1,3)	\$5,000.00	\$5,000.00 High Priority
Domestic Violence and Sexual Assault Center	\$3,000 for snacks/drinks to calm youth clients going through intake process. \$7,000.00 for GED program testing vouchers. Applicant withdrew due to a donation received. (N/A)	\$10,000.00	\$0
United Way - ALICE Childcare Scholarship Program	Assistance with affordable daycare expenses for working families that don't meet the threshold for state financial assistance. (3)	\$30,000.00	\$6,000.00 Anti-Poverty Strategy
Salvation Army	Rental (\$25,000). Utility Assist. (\$10,000). Salary FTE (\$20,000). Indirect cost for support service/occupancy (\$9,700.00). (1,3)	\$64,700	\$10,000.00 Rent assist. High Priority
CEI Daycare Vouchers	Daycare vouchers to assist LMI full time students. (3)	\$5,000.00	\$0
Promise Ridge Family Emergency Shelter	One PTE to provide intake/case management services of LMI clients for (16) pay periods (May to December). (1,3)	\$11,916.80	\$8,000.00 High Priority
Trinity United Methodist Church	Trinity Homeless Services- laundry/shower facilities, supplies, counseling, and application assistance of social services. (3)	\$19,976.00	\$0
Idaho Falls Soup Kitchen	Food supplies/prep to continue serving lunch for (1) year. Food insecurity - community need. (3)	\$24,000	\$8,000.00
Idaho Falls Area Humanitarian Center	Provide educational items to over 173 LMI preschool students at Hoopes/Lincoln Road/Eastside Head Start schools. (3)	\$5,000.00	\$0 Low Priority
ICAP/Area Agency on Aging	Incontinence supplies/delivery for LMI older adults living in LMI/CT neighborhoods. (3)	\$18,000.00	\$0 Low Priority
Community Food Basket IF	Snow removal vehicle (1-ton pickup truck) & snowplow for warehouse/emergency food distribution locations. (3)	\$30,000.00	\$0 Equipment Low Priority

PY2024 CDBG Applications Received, Recommendations, and Criteria Applied

<i>Slum/Blight Area (SBA)</i>	<i>30% max of allocation (\$130,237.20)</i>	<i>Requested Amount</i>	<i>Recommended Amount</i>
F Downtown Dev. Corp.	IFDDC - Façade improvements, signs, awnings, facades. (7)	\$55,000.00	\$39,000
LMI Direct Benefit	Must allocate 70% (\$243,150.60 or more direct benefit.		
Idaho Falls, Public Wks.	Curb/Gutter/Sidewalk-Highland Pk CT 9712 to finish (phase 5/ 5). (1,4)	\$190,000.00	\$190,000.00
Idaho Falls, Municipal Services	Idaho Falls Sr. Citizen Community Center-Elevator design/replace. (3,4)	\$50,000.00	\$0
Habitat for Humanity IF	Brush of kindness/minor ext. repairs single unit LMI homeowners. (1,3)	\$50,000.00	\$17,380.60 High Priority
Idaho Falls Rescue Mission	Renovate 10 Haven units to shelter displaced families \$3,580/unit. (1,4,5)	\$35,800.00	\$35,800.00 High Priority
Development Workshop Inc.	Repave/sealcoat east parking lot and install a storm drain. (3)	\$115,585.00	\$0 Low Priority
Administration	20% max of allocation (\$434,124)		
Idaho Falls, CDS Administration	Administer CDBG Program - (1) full time CDS employee.	\$86,824.80	\$86,824.80
Total Amount of	Applications (includes Administration)	\$859,492.60	\$434,124.00

2024 CDBG Plan Year (PY) runs Apr 1, 2024 to Mar 31, 2025

2024 CDBG allocation \$434,124.00 expected Sept 2024

CDBG Program Formulas for Allocating PY2024 Funds

\$859,492.6 \$Amount of Applications by Categories

\$86,824.80 Administration of Program

\$276,282.80 Public Service activities

\$55,000 Slum/Blight projects

\$441,385.00 LMI direct projects

Allowable % of Allocation (\$434,124.00) by Categories

Max allowed for Administration 20% or \$86,824.80

Max allowed for Public Service 15% or \$65,118.6

Max allowed for Slum/Blight 30% or \$130,237.20

Minimum for LMI Direct 70% or \$243,150.60 (or more) to directly benefit LMI

Formula:

\$434,124.00 - \$86,824.80 (Admin) = \$347,358.00

\$347,358.00 X 70% = \$243,150.60 is the minimum to satisfy the 70% Low Moderate Income (LMI) direct benefit.

\$347,064.00 - \$243,150.60 = \$104,207.40 left for Public Service and Slum/Blight projects/activities.

Options for meeting 70% LMI:

Public Service may count towards LMI direct benefit due to the clients they serve if the agency can provide quantifiable data of their clients served within the grant year.

Examples of Public Service activities that provide direct assistance to LMI clients are case management for homelessness, and rental assistance to LMI in the three census tracts. Activity benefits special needs populations (LMI, disabled, and elderly).

Factors Considered for Recommended Activities/Projects

Selection Criteria:

- Meets 1 of 3 HUD National Objectives: Benefit LMI clients, Prevent/eliminate conditions of slum/blight, meet an urgent need.
- Meets HUD Eligible Activity criteria.
- Addresses 1 of 4 HUD Priorities: Housing Development, Community Development, Economic Development, Public Service.
- Meets the goals of City's *2021-2025 CDBG Five Year Consolidated Plan*.
- Must be Council approved/Resolution for the *PY2024 CDBG Annual Action Plan*.
- HUD has the final approval of the *PY2024 CDBG Annual Action Plan*.

2021-2025 CDBG Five Year Consolidated Plan - (7) Priorities:

1. LMI Housing/Affordable and Accessible Housing Options.
2. Fair Housing Activities.
3. Services for Special Needs Populations.
4. Public Facility Improvements.
5. Infrastructure Improvements.
6. Job Creation.
7. Downtown Revitalization.

Note - 2016-2020 Consolidated Plan ranked highest needs - housing, homelessness/issues, affordable housing, and transportation.

Contributing Factors for Recommendations:

- Monitoring of applicant's performance and ability to spend the funds within the PY of 4-1-24 thru 3-31-25.
- Ability of (1) FT Grant Administrator to manage the CDBG Grant Program.
- Meeting the needs and priorities identified in the *2021-2025 CDBG Five Year Consolidated Plan*.
- Project/Activity does not create a Duplication of Benefit.

Also considered for 2024 CDBG funding:

- Needs/recommendations identified in Surveys, Public Presentations, Public Input, and Participation throughout the development of the *2021-2025 CDBG Five Year Consolidated Plan*.
- *Analysis of Impediments to Fair Housing Choice (AOI/FHC)*.

PY2024 CDBG Applications Received, Recommendations, and Criteria Applied

2021-2025 AOI/FHC - Highest needs from the recent Market Analysis:

- Areas in the central City had the lowest labor market engagement, job proximity.
- School proficiency was high outside the central City (lowest in CT 9712).
- Highest rate of transit trips was in the south and east areas of the city.
- 41.4% of Hispanic households experience housing problems.
- Housing problems concentrated in City center (CTs 9711, 9712).
- Disabilities are greater for those over 75 and greater for women than men.
- Older houses have less accessibility features.
- Lack of access to transportation for seniors or people with disabilities was a significant barrier to fair housing in public sector.
- Cost Burden for renters was high.
- Top rated issues with significant impacts were:
Lack of affordable single-family housing, affordable rental housing, difference in access to housing opportunities for people of various income, races, ethnicity, gender, and family status.

Areas of Concern Provided by WES, Inc. - Other Vacant Units (if left unoccupied) may create a “blighting effect.”

Note - Cost Burden (especially for renters) was identified as high through ConPlan and AOI public input/participation meetings.

Potential projects/activities identified in the ConPlan that support HUD Goals included:

- Services and Public Facility Funding.
- Choice, affordability, and access to broadband wiring and connections for LMI households in CTs 9711 and 9712.
- Assistance for LMI households that are impacted by natural disasters.
- Affordable housing to ten (10) low to moderate income households.
- Reduce poverty levels through education, employment, and support service projects.

From: [Teena R. McBride](#)
To: [Lisa Farris](#)
Cc: [Anne Johnson](#)
Subject: Thank you note
Date: Friday, July 12, 2024 10:16:10 AM
Attachments: [image001.png](#)

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Lisa attached is the thank you note for the donation that replaces the funds DVSAC applied for through the CDBG Grant application process for the GED program. At this time it would be appropriate for DVSC to withdraw their application from the City of Idaho Falls since our project was funded at 100% by a private donor.

Please let me know if you have any questions or concerns.

Thank you for all your assistance and guidance with the CDBG process. Have a great weekend!!!

Teena R. McBride

"Change does not roll in on the wheels of inevitability, but comes through continuous struggle." MLK

Executive Director
DVSAC
1050 Memorial Dr
Idaho Falls Idaho 83401
1.208.529.4352



From: DVICPrinter@co.bonneville.id.us <DVICPrinter@co.bonneville.id.us>
Sent: Thursday, July 4, 2024 11:02 AM
To: Teena R. McBride <tmcbride@co.bonneville.id.us>
Subject: Message from BCPNTDVIC-C308



MEMORANDUM

TO: Honorable Mayor and Council

FROM: Wade Sanner, Community Development Services Director

DATE: July 12, 2024

RE: July 2, 2024, Planning Commission Action

Planning Commission took the following action during the July 2, 2024, meeting.

1. **PLT24-024: FINAL PLAT.** The Narrows Division No. 2. Lots 41-48 Block 39, Lots 1-6 Block 40, Part of Block 41 and Vacated Portions of Right-of-Way of Highland Park Addition located in the NE $\frac{1}{4}$ of Section 13 and the SE $\frac{1}{4}$ of Section 12, Township 2 North, Range 37 East. Located north of Highway 20, east of Fremont Ave, south of Higham St, and west of the Snake River. On July 2, 2024, the Planning and Zoning Commission unanimously voted to recommend approval of the final plat to the Mayor and City Council as presented.
2. **PLT24-025: FINAL PLAT.** Woods Crossing Division No. 1. A portion of the NW $\frac{1}{4}$ of Section 4, Township 1 North, Range 38 East. Located north of Sandpiper Way, west of Boardwalk Road, south of E 49th S, and west of West Sand Creek. On July 2, 2024, the Planning and Zoning Commission unanimously voted to recommend approval of the final plat to the Mayor and City Council as presented.
3. **PLT24-026: FINAL PLAT.** First Amended Plat of Virlow Village Division No. 1. Lots 1-18, Block 1 of the Virlow Village Division 1 located in the SE $\frac{1}{4}$ of Section 16, T 2N, R 38E. Located north of E 1st St, east of N 25th E, south of Virlow St, and west of Eastview Drive. On July 2, 2024, the Planning and Zoning Commission unanimously voted to recommend approval of the final plat to the Mayor and City Council as presented.
4. **PLAT22-014: FINAL PLAT.** Edgewater Division No. 1. Part of the SW $\frac{1}{4}$ of Section 25 and the SE $\frac{1}{4}$ of Section 26, Township 2 North, Range 38 East. Located north of W Sunnyside Road, east of Snake River Parkway, south of Event Center Drive, west of the Snake River. On July 2, 2024, the Planning and Zoning Commission unanimously voted to recommend approval of the final plat to the Mayor and City Council as presented.
5. **PLT24-021: AMENDED PRELIMINARY PLAT.** Park Place Subdivision. Part of the SE $\frac{1}{4}$ of Section 1, Township 1 North, Range 37 East. Located north of Brigham Dr, east of the Butte Arm Canal, south of W 49th S extended, west of the Gustafson Lateral. On July 2, 2024, the Planning and Zoning Commission unanimously voted to recommend approval of the preliminary plat to the Mayor and City Council as presented.

6. **PLT24-027: PRELIMINARY PLAT.** Reed's Corner. SE ¼ of Section 15, Township 2 North, Range 37 East. Located north of Broadway, east of N Bellin Road, south of N Old Butte Road, west of N Old Butte Road. On July 2, 2024, the Planning and Zoning Commission unanimously voted to recommend approval of the preliminary plat to the Mayor and City Council as presented.
7. **ANX24-006: ANNEXATION/INITIAL ZONING.** Annexation and Initial zoning of I&M, Industrial and Manufacturing for 10.079 acres, Part of the SE ¼ of the NE ¼ of Section 8 and the SW ¼ of the NW ¼ of Section 9, Township 2 North, Range 38 East. Located north of N Yellowstone Hwy, east of the Idaho Canal, south of Piper Street, and west of Cessna Street. On July 2, 2024, the Planning and Zoning Commission had a tie vote of 3-3, therefore the annexation and initial zoning will move forward to the Mayor and City Council.
8. **ANX24-007: ANNEXATION/INITIAL ZONING.** Annexation and Initial zoning of R1, Single Dwelling Residential for 17.297 acres, Part of the SE ¼ of Section 1, Township 1 North, Range 37 East. Located north of Sadie Lane, east of the Gustafson Lateral, south of Copper Creek, and west of S 5th W. On July 2, 2024, the Planning and Zoning Commission unanimously voted to recommend approval of the annexation with an initial zoning of R1, Single Dwelling Residential to the Mayor and City Council as presented.

RECOMMENDED COUNCIL ACTION: To receive recommendation(s) from the Planning and Zoning Commission pursuant to the Local Land Use Planning Act (LLUPA).

Idaho Falls Downtown Development board meeting was held June 4, 2024, at 9:00am in the Willard Arts Center. Those in attendance: Tasha Taylor, Greg Crockett, Jesse & Tara Mendoza, Chip Langerak, Lisa Farris – city Grant Manager; Caitlin Long - Planning Division; Michelle Ziel-Dingman – city Council member; staff: Bryan Chaffin – Executive Director, Courtney Hernandez, Juan Hernandez & Mala Lyon.

Visitors from the City of Nampa:

Amy Bowman – City of Nampa Director of Communications

Amber Bothwell – City of Nampa Economic Development Analyst

Julie Vincent – BID Chair and Downtown Business Owner

Christina Branesky - BID Director and Downtown Business Owner

Beatrix Westmoreland (BID Director and downtown business owner)

Clayton Borah (BID Chair and downtown business owner)

Catherine Keys (City of Nampa – Economic Development Analyst).

Minutes from May 7, 2024 board meeting - Greg motion to approve, seconded by Tasha – approved by the board.

Financial report – Chip – we have \$30,000 earmarked to pay for the resurfacing of the A & B parking lots. Tasha motion to approve, seconded by Greg – approved by the board.

Executive Director report – Bryan – met with Brad Cramer and we will be contracting with him to work on some of our major projects such as the parking meters. We have not come to an agreement on how much he will be paid.

The A Street parking lot booth has been donated and moved out. It was given to the BMX Track and Diversified Containers moved it for free.

The resurfacing of the A and B Street parking lots should happen in the next couple of weeks. The opening of the asphalt plant was delayed. We are looking at new signs for the A Lot. Chip said we also need to look at signage for the west end of the Capital lot.

Lisa – We still have \$39,000 for new projects available and \$24,000 for the pedestrian safety light on Memorial that IFDDC has requested. There will be a public hearing next week that Bryan will need to attend as IFDDC has requested funding for next year.

Courtney – ‘Dogs Dig Downtown’ was very successful – we made about \$544 – we did purchase some water bowls and water bottles, but they didn’t sell like we had hoped. We will take them with us to the Farmer’s Market when we do a booth in July to sell pet murals and try to sell them then.

‘Benefit your Body’ series started last Saturday and goes thru August. We offer free exercise classes at 8:30am for an hour then encourage everyone to stay downtown, do the Farmer’s Market, go have breakfast. We had 15 to 20 people come. This event was sponsored by Bishop Barbell Company and Empire Strength & Fitness. With the sponsorship money we were able to buy yoga mats and bottled water.

Hanging flower baskets will go up on Thursday.

We applied for a grant with AARP, but didn’t get it. We still hope to find funding to be able to do the sidewalk art as the city has approved the material we would use.

June 22nd is 'SummerBrew' and we need volunteers for the 7 – 9 shift.

Downtown After Dark shopping night is this Friday June 7th from 8pm to midnight. We will be handing out 100 swag bags.

Mountain View Hospital has sponsored our fall Ladies Shopping Days for \$4,000. This will help pay for the bags and the coupon booklets.

We are planning a second Downtown Cleanup on Monday June 24th from 6:30 – 8:30.

There are lots of weeds growing so we need to do some spraying of the weeds.

Tasha & Caitlin – the city is working on a 10-year Historic Preservation plan with Kirk Huffaker to create a personalized plan for Idaho Falls and we would like everyone's input by taking the survey at <https://arcg.is/1i81P> This survey will be open until July 31, 2024. This will help determine the actions and goals.

City Council member Michelle Ziel-Dingman – Parks and Rec will be planting flowers soon; The 'Dogs Dig Downtown' was an amazing event for the Animal Shelter with 100% adoption of the dogs we brought.

Caitlin – thanked the downtown staff and board. Your social media presence is excellent.

Meeting was adjourned at 9:32am

Our next board meeting will be held July 2, 2024

Respectfully submitted - Jill Hansen, secretary, and Mala Lyon



WAR BONNET ROUND UP RODEO ADVISORY COMMITTEE

Thursday, June 27th, 2024

Recreation Center

11:00 a.m.

Members in Attendance: K. Jones, K. Staten, J. Newgard, B. Skinner, T. Fannesbeck, S. Woolstenhulme, J. Stephens, R. Buchan, H. Pettingill

Members not in Attendance: P. Holm, B. Robertson, C. Horsley, E. Grossarth, C. Price

Call to Order

K. Jones called the meeting to order at 11:05am.

Approval of Minutes

B. Skinner moved to approve the June 20th minutes. T. Fannesbeck seconded. All in favor.

Director Updates – P. Holm (absent)

Chair Report/Production – K. Jones

K. Jones reported on the following:

- Committee members need to get their ticket requests into T. Sessions as soon as possible.
- Confirmed with R. Buchan that we are handling the wrist bands in the same manner this year. Wrist bands will be distributed by H. Pettingill at the merch booth.
- Production is coming along.
- A date needs set for the "Good, Bad, Ugly" meeting. Following group discussion it was decided to hold the meeting on August 15th.

Committee Reports

Tribal Relations – S. Woolstenhulme

S. Woolstenhulme reported on the following:

- She received confirmation that Frankie will recite the Lord's Prayer all three nights.

- She spoke with Cecilio from the tribe, who will check into the Tribal Council members attending the Friday show and whether he can obtain a tee pee.
- S. Woolstenhulme has not been able to contact Echo to confirm the dancers and drummers and other details.
- The tribe is working on updating the video.
- Tribal dancer Sallyanne Jack has confirmed she will be participating this year and will likely attend the Wednesday night event.

Military Affairs/American Legion – B. Skinner

B. Skinner reported on the following:

- B. Skinner is working on getting the military personnel to ride in the wagon and has a military “Stetson wearing” guy for the Humvee.
- Humvee paperwork has been submitted.
- He confirmed that H. Pettingill will hand out the Legion meal coupons to our employees and volunteers at the merch booth.

Vice Chair/Hospitality/Sponsorship – K. Staten

K. Staten reported on the following:

- She ordered 1000 stadium cups to give out Wednesday night. R. Buchan brought mockups to print on the cups. Committee members chose their favorite, and K. Staten will have them printed.
- The draft rodeo week schedule was handed out and she asked that members let her know if any changes need made.
- The Wednesday Night event attractions were discussed. We have Alive After 5 and a band, Live A Little Productions, blow up attractions for kids, a petting zoo, and possibly cats and dogs needing adopting from the Snake River Animal Shelter.
- She is working on a “back of the house” bar for our contestants so they can get a beer with easy accessibility.
- She is waiting for confirmation from her Senior Citizen Center contact on whether they will have people to usher and what their payment request will be.

Marketing/Advertising/Tickets – R. Buchan

R. Buchan reported on the following:

- Ticket sales:

Thursday: Sold 255 reserved, 68 general, and 3 kids.

Friday: Sold 369 reserved, 84 general and 5 kids.

Saturday: Sold 809 reserved, 173 general and 19 kids.

- 93 people have signed up for Wednesday night and will receive the newsletter with updates.

Facilities & Grounds & Security – J. Stephens

J. Stephens reported on the following:

- He confirmed the time for pyro this year.

- He asked if any committee member knows someone skilled, who can drive a tractor for the barrel racing event, otherwise Jacob will do it.
- The staff continues building the stage.

Communications/Public Information – E. Grossarth (absent)

Youth Rodeo/Family Night – C. Horsley (absent)

Finance – C. Price (absent)

C. Price left the finance stats with committee members.

Livestock Welfare – B. Robertson (absent)

Outreach – T. Fannesbeck

T. Fannesbeck reported on the following:

- T. Fannesbeck brought the coloring pages, and he will continue to distribute them.
- He discussed the banners or signs for the trailer that will be hauled in the parade. R. Buchan offered to order one from an online site at a good price.
- Banner's will be going up at the golf courses in July. He is also working with Café Mike (food services for golf), for the sale of six packs that include a War Bonnet koozie.

Adjournment

Meeting adjourned at 11:52p.m.

Next Meeting to be held July 11th.



WAR BONNET ROUND UP RODEO ADVISORY COMMITTEE

Thursday, June 20th, 2024

Recreation Center

11:00 a.m.

Members in Attendance: K. Jones, K. Staten, J. Newgard, B. Skinner, T. Fannesbeck, S. Woolstenhulme, E. Grossarth, H. Pettingill

Members not in Attendance: B. Robertson, P. Holm, R. Buchan, J. Stephens, C. Horsley, C. Price

Call to Order

K. Jones called the meeting to order at 11:03am.

Approval of Minutes

B. Skinner moved to approve the May 23rd and June 6th minutes. K. Staten Seconded. All in favor.

Director Updates – P. Holm (absent)

Chair Report/Production – K. Jones

K. Jones reported on the following:

- The National Anthem contest closes on June 28th and the winners will be chosen the first week of July.
- Production logs are being completed so she can get them to the Cowboy Channel.

Committee Reports

Tribal Relations – S. Woolstenhulme

S. Woolstenhulme reported on the following:

- The Tribal Council members have been confirmed, so now Echo will be able to work with them to get the video updated.
- S. Woolstenhulme is still waiting to get contact information on new dancers and drummers.

- She is also trying to locate someone willing to lend us a tee pee.
- K. Staten asked if S. Woolstenhulme can recruit some dancers or riders for the Wednesday night event.

Military Affairs/American Legion – B. Skinner

B. Skinner reported on the following:

- He confirmed who would be attending the parade meeting. T. Fannesbeck advised he'd be in attendance.
- The Legion will sell beer at the Wednesday night event until the Civitan Club starts serving.
- B. Skinner asked if we'd be using Wade Thornley and his carriage again, as he is planning to have vets in full uniform. K. Jones confirmed the line up will be flags, then the carriage/wagon, then the Humvee.

Vice Chair/Hospitality/Sponsorship – K. Staten

K. Staten reported on the following:

- The 1st Ida Gold Series event was held last weekend in Mackay and was well attended. We are their next stop, and she is curious to see how it helps our rodeo.
- The War Bonnet Association is looking at bringing in a third cocktail token to be sold for higher end drinks.
- The royalty girls are out and about and have been featured in the Post Register's Farm and Ranch section.
- She is waiting on a few more sponsors who are on the fence, and she has urged them to decide by the deadline date, so she can get the info into the programs.
- The hospitality tent is at capacity for Friday night. She will push to have staff and board members use their tickets on Thursday or Saturday.
- The drone show will be held on Friday night and can be moved to Saturday if there is inclement weather.
- The Senior Center called and would like to offer volunteers, but they usually get kick backs to fund their programs, so we would need to pay them. It was suggested they could be our seating ushers. K. Staten will discuss with P. Holm.
- K. Staten ordered one thousand stadium cups to give out at the Wednesday night event and she discussed the need to attract non rodeo folks for Wednesday. She advised that C. Horsley rented items from BYU (blow-up balls, life sized dart boards, etc.) to create a carnival like atmosphere. Live A Little Productions will be bringing their bus, and she can get the trolley to this event. She said she inquired with Point S on the smoker contest but was advised the event does not draw a large crowd.

Marketing/Advertising/Tickets – R. Buchan (absent)

Facilities & Grounds & Security – J. Stephens & J. Moad (absent)

J. Stephens reported on the following:

- J. Stephens left word that staff continue working on the stage and the space in the grandstands across from the board room.

Communications/Public Information – E. Grossarth

E. Grossarth reported on the following:

- I.E. Productions and Lynn Smith will be getting a video filmed for Legends of the War Bonnet.
- The War Bonnet program is coming along as he receives the ads.
- T. Fannesbeck mentioned he'd like Eric to save some space in the program for the golf course trade.
- Media Day planning is underway.
- He will be the point of contact for the Cowboy Channel.

Youth Rodeo/Family Night – C. Horsley (absent)**Finance – C. Price (absent)**

C. Price left the finance stats with committee members.

Livestock Welfare – B. Robertson (absent)**Outreach – T. Fannesbeck**

T. Fannesbeck reported on the following:

- He will be pulling a horse trailer with the War Bonnet truck for the parade. He will have banners on the trailer and R. Buchan will have some posters made with the dates of the rodeo.
- He will also look into pricing for magnetic signs for the trailer.
- The golf courses will begin their rodeo advertising the last two weeks of July and the face cut out boards will be ready right after the 4th of July.
- He will bring the coloring pages to the next meeting and will be delivering them to the ARTitorium next week.

Adjournment

Meeting adjourned at 11:52p.m.

Next Meeting to be held June 27th.



WAR BONNET ROUND UP RODEO ADVISORY COMMITTEE

Thursday, June 6th, 2024

Recreation Center

11:00 a.m.

Members in Attendance: K. Jones, K. Staten, J. Newgard, P. Holm, J. Moad, R. Buchan C. Horsley, J. Stephens

Members not in Attendance: B. Robertson, B. Skinner, T. Fannesbeck, S. Woolstenhulme

Call to Order

K. Jones called the meeting to order at 11:09am.

Approval of Minutes

The May 23rd minutes were tabled due to a lack of quorum.

Director Updates – P. Holm

P. Holm reported on the following:

- P. Holm opened a discussion on criteria for non-profit groups we let participate in the War Bonnet Rodeo. Do we develop a policy that stipulates whether these groups need to be equine affiliated, and whether we have a limit on how many years the group can participate? Do we only focus on local groups or groups that have high community impact? Do we focus on growing the War Bonnet and not focusing on having other groups involved? It was agreed that we will work on an inhouse policy for the future and that the board vote on groups that can be involved.
- P. Holm advised that one of our sponsors is upset that we have moved the Mutton Bustin' event to Wednesday night. There was an extensive discussion on ideas to increase attendance at the Family Night event, renaming it in honor of our sponsor, and growing a more carnival like atmosphere. P. Holm is looking to see if the Civitan Club will move their Alive After 5 event to Sandy Downs for that evening. Board members will look for games, entertainment, food, etc. to attract a wider audience.

Chair Report/Production – K. Jones

No Updates

Committee Reports

Tribal Relations – S. Woolstenhulme (absent)

Military Affairs/American Legion – B. Skinner (absent)

B. Skinner reported on the following:

Vice Chair/Hospitality/Sponsorship – K. Staten

K. Staten reported on the following:

- Sponsorships are almost complete and potential sponsors who are wavering have been given a deadline. Thus far we have received \$223,700 in cash sponsorships and \$78,800 in trade.
- She will be working with E. Grossarth to have the day sheets and programs finished ahead of schedule.
- K. Staten presented in front of the Chamber Luncheon and gave away two War Bonnet tickets to lucky winners.

Marketing/Advertising/Tickets – R. Buchan

R. Buchan reported on the following:

- Ticket sales are kicking up on-line.
- There are only 180 remaining seats out of 800 left in reserved seating.
- Tickets will be delivered to outlets in the next week.

Facilities & Grounds & Security – J. Stephens & J. Moad

J. Stephens reported on the following:

- Staff continues work on the Sandy Downs stage.

Communications/Public Information – E. Grossarth (absent)

Youth Rodeo/Family Night – C. Horsley

C. Horsley reported on the following:

- He has the mutton bustin, chute dogging, and steer wrestling registrations live on the internet.

Finance – C. Price (absent)

C. Price left the finance stats with committee members.

Livestock Welfare – B. Robertson (absent)

Outreach – T. Fannesbeck (absent)

Adjournment

Meeting adjourned at 11:59p.m.

Next Meeting to be held June 20th.