

CITY COUNCIL AGENDA

City of Idaho Falls
City Council Meeting
680 Park Avenue

Thursday

August 14, 2025

7:30pm

Mayor

Rebecca Casper

City Council

Lisa Burtenshaw
Council President, Seat 2

John Radford
Council Seat 5

Jim Freeman
Council Seat 6

Michelle Ziel-Dingman
Council Seat 1

Jim Francis
Council Seat 4

Kirk Larsen
Council Seat 3

Livestream at www.idahofallsidaho.gov/429/Live-Stream

PUBLIC PARTICIPATION

Welcome to the Idaho Falls City Council Meeting.

Regularly scheduled City Council meetings are open to the general public. City Council meetings are also live-streamed and archived on the City website. Please be aware that the meeting agenda will differ from the published version if amendments to the agenda are made by the Council during the meeting.

The Council encourages public input. While a general public comment option is not required by Idaho law, the Idaho Falls City Council welcomes general public input as part of regular City Council meetings. General public comment will be allowed for up to 20 minutes. However, citizens are always welcome to contact their Council representatives via e-mail or telephone, as listed on the City website. The Council is committed to an atmosphere that promotes equal opportunity, civility, mutual respect, proper decorum and freedom from discrimination or harassment.

Those who wish to address City Council during the council meetings are encouraged to adhere to the guidelines below.

Public Comment Guidelines

Speakers are encouraged to:

- State their name and city of residence.
- Focus comments on matters within the purview of the City Council.
- Limit comments to three (3) minutes or less.
- Refrain from repeating information already presented to preserve time for others to speak. Large groups are encouraged to select one or two speakers to represent the voice of the entire group.
- Practice civility and courtesy. City leaders have the right and the responsibility to maintain order and decorum during the meeting. Time may be curtailed for those speakers whose comments are profane or disruptive in nature.
- Refrain from comments on issues involving matters currently pending before the City's Planning and Zoning Commission or other matters that require legal due process, including public hearings, City enforcement actions, and pending City personnel disciplinary matters.
- Comments that pertain to activities or performance of individual City employees should be shared directly with the City's Human Resources Director (208-612-8248), the City's Legal Department (208-612-8178) or with the Office of the Mayor (208-612-8235).

Public Hearing Guidelines

- In-person Comment. Because public hearings must follow various procedures required by law, please wait to offer your comments until comment is invited/indicated. Please address comments directly to the Council and try to limit them to three (3) minutes.
- Written Comment. The public may provide written comments via postal mail sent to City Hall or via email sent to the City Clerk at IFClerk@idahofalls.gov. Comments will be distributed to the members of the Council and become a part of the official public hearing record. Written testimony must be received no later than forty-eight (48) hours prior to the date of the hearing to ensure inclusion in the permanent City record.
- Remote Comment. When available, the public may provide live testimony remotely via the WebEx meeting platform using a phone or a computer. Those desiring public hearing access should send a valid and accurate email address to virtualattend@idahofalls.gov no later than twenty-four (24) hours prior to the date of the hearing so log-in information can be sent prior to the meeting. Please indicate which public hearing the testimony is intended for on the agenda. Please note that this remote option will not be available for all meetings.

If communication aids, services, or other physical accommodations are needed to facilitate participation or access for this meeting, please contact the City Clerk at (208) 612-8414 or the ADA Coordinator at (208) 612-8323 not less than 48 hours prior to the meeting. They will help accommodate special needs wherever possible.

Thursday, August 14, 2025 **7:30 PM** **City Council Chambers**

1. Call to Order

2. Pledge of Allegiance

3. Public Comment

Please see guidelines above.

4. CONSENT AGENDA

Any Consent Agenda item may be moved to the Regular Agenda for separate consideration if requested by a Council member. Other changes to this agenda may require the approval of a majority of Council.

A) PUBLIC WORKS

1) Bid Award - Commercial Water Meter Box Installation - Citywide **25-343**

Attachments: Map/Bid

B) IDAHO FALLS POWER

1) Chevrolet Silverado Model CK30943 Crew Cab Purchase **25-340**

Attachments: Order Documentation

C) OFFICE OF THE CITY CLERK

1) City Council Minutes **25-332**

Attachments: Minutes 06.02.25
Minutes 06.05.25
Minutes 06.05.25
Minutes 06.26.25

Action Item:

Approve, accept, or receive all items on the Consent Agenda according to the recommendations presented (or take other action deemed appropriate).

5. REGULAR AGENDA

A) MUNICIPAL SERVICES

1) Public Hearing for the Proposed Fees for Fiscal Year 2025/26 **25-335**

The Public Hearing has been scheduled for Thursday, August 14, 2025, at 7:30 pm in the Council

Chambers of the City Annex Building located at 680 Park Avenue, Idaho Falls, Idaho. The Notice of Public Hearings was published on Saturday, August 2, 2025, and Saturday, August 9, 2025.

Action Item(s):
Conduct a public hearing for the proposed 2025/26 fee schedule.

Attachments: DRAFT Workbook FY2025/26

2) Public Hearing to Levy 1% Forgone for Fiscal Year 2025/26 **25-336**

The public hearing is scheduled for Thursday, August 14, 2025, at 7:30 pm in the Council Chambers of the City Annex Building located at 680 Park Avenue, in Idaho Falls, Idaho. The Notice of Public Hearing for the 2025/26 forgone intent to levy was published on Saturday, August 2, 2025, and Saturday, August 9, 2025.

Action Item(s):
Conduct a public hearing to levy 1% of the 2025/26 forgone amount in accordance with Idaho Code §63-802(1)e(ii).

Attachments: Public Notice

3) Public Hearing to Levy 1% Forgone for a Fire Department Capital Project for Fiscal Year 2025/26 **25-337**

The public hearing is scheduled for Thursday, August 14, 2025, at 7:30 pm in the Council Chambers of the City Annex Building located at 680 Park Avenue, in Idaho Falls, Idaho. The Notice of Public Hearing for the 2025/26 forgone intent to levy was published on Saturday, August 2, 2025, and Saturday, August 9, 2025.

Action Item(s):
Conduct a public hearing to levy 1% of the 2025/26 forgone for the specific purpose of funding a portion of the Fire Department storage facility, as a one-time capital project, in accordance with Idaho Code §63-802(1)(e)(iii).

Attachments: Public Notice

4) Public Hearing for the 2025/26 Fiscal Year Budget **25-338**

The Public Hearing has been scheduled for Thursday, August 14, 2025, at 7:30 pm in the Council Chambers of the City Annex Building located at 680 Park Avenue, Idaho Falls, Idaho. Pursuant to Idaho Code §50-1002, the Notice of Public Hearings for the 2025/26 fiscal year budget was published on Saturday, August 2, 2025, and Saturday, August 9, 2025.

Action Item(s):

Conduct a public hearing for the 2025/26 fiscal year budget.

Attachments: Draft Proposed Annual Budget

B) IDAHO FALLS POWER

1) IFP 25-17 (A) Downtown Alley - Phase I (General Construction) - B Jackson **25-341**

Historic downtown Idaho Falls has three remaining alleys with overhead power lines. These lines present unique operational and aesthetic issues. This infrastructure is difficult and costly to upgrade and underground due to limited workspace in downtown alleyways. On April 10, 2025, the City Council approved the Idaho Office of Energy and Mineral Resources (OEMR) Energy Resiliency Grant Subaward agreement for $2,000,000, which reimburses the city for $1,200,000 (65% of the cost for underground powerlines in the alleys between Broadway and A Street, A Street and B Street, and Constitution and D Street). Idaho Falls Power solicited bids from three contractors and B Jackson Construction was the lowest responsive, responsible bidder to provide the general construction part of this project. The total cost includes a 10% contingency of $46,341.58 for a total amount of $509,754.94.

Action Item(s):
Accept and approve the bid from B Jackson Construction (Part A) portion of the downtown alleyway upgrade project for a not-to-exceed amount of $509,754.94 and give authorization to the Mayor and City Clerk to execute the necessary documents (or take other action deemed appropriate).

Attachments: Bid/Contract

C) PUBLIC WORKS

1) Local Professional Services Agreement with Horrocks, LLC , for Intersection Improvements at South 15th East and East 49th South **25-342**

Attached please find the Local Professional Services Agreement between the City of Idaho Falls and Horrocks Engineers. Under this Agreement, Horrocks will furnish professional design services for a Federal-aid project to improve safety at the intersection of South 15th East and East 49th South by preparing plans and specifications for a new traffic signal and associated turn lanes.

Action Item(s):
Approve the Professional Services Agreement with Horrocks, LLC, and authorize the Mayor and City Clerk to execute the necessary documents (or take other action deemed appropriate).

Attachments: Agreement
Map

D) HUMAN RESOURCES

1) Ordinance Amending Title 1, Chapters 5 & 6 of the City Code, Compensation of Mayor and Council Members **25-339**

City Ordinance Number 3511 was passed by the City Council and approved by the Mayor of the City of Idaho Falls, Idaho, on April 13, 2023. In July and August 2025, the Mayor, Council, and staff reviewed the Idaho Falls elected officials' compensation ordinance, compared compensation with similar cities, and recommended the ordinance be updated.

Action Item(s):
Adopt the updated City Ordinance for Mayor and City Council Compensation or Council direction to staff.

Attachments: Ordinance

6. Announcements

7. Adjournment

Memorandum

File #: 25-343 **City Council Meeting**

FROM: Chris H Fredericksen, Public Works Director
DATE: Wednesday, August 6, 2025
DEPARTMENT: Public Works

Subject
Bid Award - Commercial Water Meter Box Installation - Citywide

Council Action Desired
☐ Ordinance ☐ Resolution ☐ Public Hearing
☒ Other Action (Approval, Authorization, Ratification, etc.)
Approve the plans and specifications; award the base bid and bid alternates 1 and 2 to the lowest responsive, responsible bidder, JM Concrete, Inc., in the amount of $1,672,885.00; and give authorization for the Mayor and City Clerk to execute the necessary documents (or take other action deemed appropriate).

Description, Background Information & Purpose
On Wednesday, August 6, 2025, bids were received and opened for the Commercial Water Meter Box Installation 2025. The tabulation of bid results is attached. The purpose of the project is to install commercial water meter pits at various locations throughout Idaho Falls.

Alignment with City & Department Planning Objectives



☐ ☐ ☐ ☐ ☐ ☐ ☒ ☐

This project supports the community-oriented results of environmental sustainability and reliable public infrastructure by investing in the placement of water meter pits.

Interdepartmental Coordination
Project reviews have been conducted with all necessary city departments to ensure coordination of project activities.

Fiscal Impact
Cost allocation for this project was budgeted from the Water Fund and sufficient budget authority exists for completion of the proposed activities. Roughly half the cost of this project will be paid for through a Bureau of Reclamation grant.

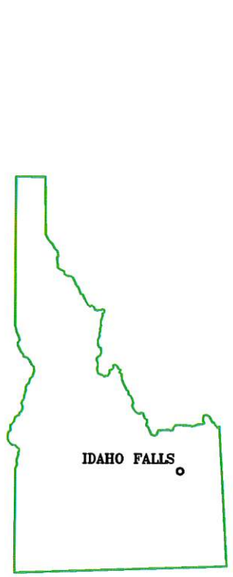
Legal Review
The Legal Department reviewed the bid process and concurred that the Council action complies with the requirements

of Idaho Code § 67-2805.

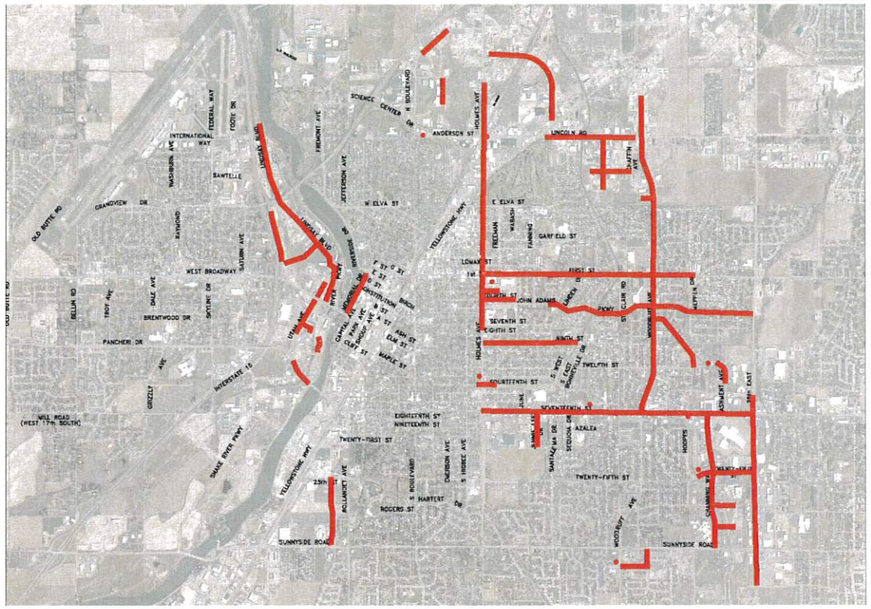
0-00-00-0-WTR-2025-34
2025-45

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COMMERCIAL WATER METER BOX INSTALLATION – CITYWIDE
PROJECT # 0-00-00-0-WTR-2025-34



PROJECT LOCATIONS



MAYOR
Rebecca L. Noah Casper

CITY COUNCIL
Michelle Ziel-Dingman — Jim Francis
Lisa Burtenshaw — John B. Radford
Kirk Larsen — Jim Freeman

ENGINEERING DIVISION

PUBLIC WORKS DIRECTOR
Chris H Fredericksen, P.E.

CITY ENGINEER
Jon Knowles, P.E.

2025

PROFESSIONAL ENGINEER
REGISTERED
14787
07/16/2025
STATE OF IDAHO
JONATHAN W. KNOWLES

AS BUILT DATE / BY: ____ / ____	IDAHO FALLS PUBLIC WORKS
SCALE SHOWN IS FOR SHEET 11 x 17 ONLY	
ENGINEERING DIVISION	

COMMERCIAL WATER METER BOX INSTALLATION – CITY WIDE
TITLE PAGE

CHECKED BY:	DESIGN TECH:	DATE PLOTTED:	SHEET NO.
CW	CW	7/2/2025	1 OF 1

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City of Idaho Falls

Engineering Division

Engineer's Estimate

Project: Commercial Water Meter Box Installation - Citywide ***Number:*** 0-00-00-0-WTR-2025-34

Submitted: Jon Knowles, P.E. ***Date:*** August 6, 2025

Reference Number	Description	Estimated Quantity	Unit	Engineer's Estimate		JM Concrete Inc		Trico Construction, LLC	
				Unit Price	Total Amount	Unit Price	Total Amount	Unit Price	Total Amount
	DIVISION 200 - EARTHWORK								
201.4.1.D.1	Removal of Concrete	267	SY	$94.00	$25,098.00	$20.00	$5,340.00	$169.10	$45,149.70
	DIVISION 300 - TRENCHING								
307.4.1.A.1	Miscellaneous Surface Restoration (Landscaping)	790	LF	$70.00	$55,300.00	$55.00	$43,450.00	$40.63	$32,097.70
307.4.1.F.1	Type “P” Surface Restoration (Asphalt Roadway)	390	LF	$194.00	$75,660.00	$50.00	$19,500.00	$34.48	$13,447.20
	DIVISION 400 - WATER								
402.4.1.A.1	4" Valve - Gate	3	EA	$1,000.00	$3,000.00	$1,000.00	$3,000.00	$4,463.10	$13,389.30
	DIVISION 700 - CONCRETE								
706.4.1.E.1.a	Concrete Sidewalks, thickness 4"	198	SY	$246.00	$48,708.00	$100.00	$19,800.00	$51.72	$10,240.56
706.4.1.E.1.b	Concrete Sidewalks, thickness 7"	69	SY	$462.00	$31,878.00	$130.00	$8,970.00	$67.72	$4,672.68
	DIVISION 2000 - MISCELLANEOUS								
2052.4.1.B.1	Repair Sprinkler System	1	LS	$10,000.00	$10,000.00	$40,000.00	$40,000.00	$18,465.06	$18,465.06
	SPECIAL PROVISIONS								
S0485A	Water Meter Box With Meter For 1" Service Line	173	EA	$4,200.00	$726,600.00	$3,500.00	$605,500.00	$3,819.18	$660,718.14
S0485B	Water Meter Box With Meter For 1.5" Service Line	65	EA	$5,400.00	$351,000.00	$4,000.00	$260,000.00	$4,455.67	$289,618.55
S0485C	Water Meter Box With Meter For 2" Service Line	75	EA	$6,360.00	$477,000.00	$5,000.00	$375,000.00	$5,092.23	$381,917.25
S0485D	Water Meter Box With Meter For 2.5" Service Line	2	EA	$7,560.00	$15,120.00	$6,000.00	$12,000.00	$7,002.82	$14,005.64
S0495	4" Water Meter Manhole With Meter	3	EA	$9,960.00	$29,880.00	$7,000.00	$21,000.00	$15,276.56	$45,829.68
	TOTAL BASE BID				**$1,852,244.00**		**$1,413,560.00**		**$1,529,551.46**
	ADDITIVE ALTERNATE BID SCHEDULE NO.1								
	DIVISION 200 - EARTHWORK								
201.4.1.D.1	Removal of Concrete	33	SY	$94.00	$3,102.00	$20.00	$660.00	$169.10	$5,580.30
	DIVISION 300 - TRENCHING								
307.4.1.A.1	Miscellaneous Surface Restoration (Landscaping)	60	LF	$70.00	$4,200.00	$55.00	$3,300.00	$40.63	$2,437.80
307.4.1.F.1	Type “P” Surface Restoration (Asphalt Roadway)	25	LF	$194.00	$4,850.00	$50.00	$1,250.00	$34.48	$862.00
	DIVISION 700 - CONCRETE								
706.4.1.E.1.a	Concrete Sidewalks, thickness 4"	15	SY	$246.00	$3,690.00	$100.00	$1,500.00	$51.72	$775.80
706.4.1.E.1.b	Concrete Sidewalks, thickness 7"	21	SY	$462.00	$9,702.00	$130.00	$2,730.00	$67.72	$1,422.12
	DIVISION 2000 - MISCELLANEOUS								
2052.4.1.B.1	Repair Sprinkler System	1	LS	$1,000.00	$1,000.00	$6,000.00	$6,000.00	$18,465.06	$18,465.06
	SPECIAL PROVISIONS								
S0485A	Water Meter Box With Meter For 1" Service Line	18	EA	$4,200.00	$75,600.00	$4,000.00	$72,000.00	$3,819.18	$68,745.24
S0485B	Water Meter Box With Meter For 1.5" Service Line	6	EA	$5,400.00	$32,400.00	$4,500.00	$27,000.00	$4,455.67	$26,734.02
S0485C	Water Meter Box With Meter For 2" Service Line	4	EA	$6,360.00	$25,440.00	$5,500.00	$22,000.00	$5,092.23	$20,368.92
	TOTAL ALT-1				**$159,984.00**		**$136,440.00**		**$145,391.26**
	ADDITIVE ALTERNATE BID SCHEDULE NO.2								
	DIVISION 200 - EARTHWORK								
201.4.1.D.1	Removal of Concrete	57	SY	$94.00	$5,358.00	$20.00	$1,140.00	$169.10	$9,638.70
	DIVISION 300 - TRENCHING								
307.4.1.A.1	Miscellaneous Surface Restoration (Landscaping)	5	LF	$70.00	$350.00	$55.00	$275.00	$40.63	$203.15
307.4.1.F.1	Type “P” Surface Restoration (Asphalt Roadway)	40	LF	$194.00	$7,760.00	$50.00	$2,000.00	$34.48	$1,379.20
	DIVISION 400 - WATER								
402.4.1.A.1	4" Valve - Gate	1	EA	$1,000.00	$1,000.00	$1,000.00	$1,000.00	$4,463.10	$4,463.10
	DIVISION 700 - CONCRETE								
706.4.1.E.1.a	Concrete Sidewalks, thickness 4"	48	SY	$246.00	$11,808.00	$100.00	$4,800.00	$51.72	$2,482.56
706.4.1.E.1.b	Concrete Sidewalks, thickness 7"	9	SY	$462.00	$4,158.00	$130.00	$1,170.00	$67.72	$609.48
	SPECIAL PROVISIONS								

S0485A	Water Meter Box With Meter For 1" Service Line	25	EA	$4,200.00	$105,000.00	$4,000.00	$100,000.00	$3,819.18	$95,479.50
S0485C	Water Meter Box With Meter For 2" Service Line	1	EA	$6,360.00	$6,360.00	$5,500.00	$5,500.00	$5,092.23	$5,092.23
S0495	4" Water Meter Manhole With Meter	1	EA	$9,960.00	$9,960.00	$7,000.00	$7,000.00	$15,276.56	$15,276.56
	TOTAL ALT-2				**$152,754.00**		**$122,885.00**		**$134,624.48**

	GRAND TOTAL				**$2,164,982.00**		**$1,672,885.00**		**$1,809,567.20**

Memorandum

File #: 25-340 **City Council Meeting**

FROM: Stephen Boorman, Interim General Manager
DATE: Wednesday, August 6, 2025
DEPARTMENT: Idaho Falls Power

Subject
Chevrolet Silverado Model CK30943 Crew Cab Purchase

Council Action Desired
☐ Ordinance ☐ Resolution ☐ Public Hearing
☒ Other Action (Approval, Authorization, Ratification, etc.)
Approve the purchase of a Chevrolet Silverado Model CK30943 Crew Cab for $74,835.35 (or take other action deemed appropriate).

Description, Background Information & Purpose
This purchase will replace unit #3024, a fiber truck that is approaching the end of its useful life and is scheduled for replacement.

Alignment with City & Department Planning Objectives



☐ ☐ ☒ ☐ ☐ ☐ ☐ ☐
This action supports our readiness for reliable public infrastructure and transportation by acquiring new fleet equipment that replaces aging fleet equipment that is past its useful life. This action also supports the responsive workforce and reliable service elements of IFP's Strategic Plan.

Interdepartmental Coordination
Idaho Falls and the City Legal Department coordinated on this purchase.

Fiscal Impact
Funds for this purchase are in the FY 2024/25 Idaho Falls Power MERF budget.

Legal Review
The Legal Department reviewed Sourcewell contract #110421-ALT and confirmed that it was the result of a competitive solicitation process, as required by Idaho Code § 67-2807.

VEHICLE ORDER FORM

Agency Name:	**City of Idaho Falls**
Agency Req. #:	

Contract Number:	**SBPO**
Dealership Name:	**Smith Chevrolet**
Dealer Contact:	**John Giannini**
Phone Number:	**208-569-4112**
Delivery AREA (A, B or C):	

VEHICLE	
Brand:	**Chevrolet**
Contract Group - Item #:	**Silverado**
Model #:	**CK30943 Crew Cab Longbox**
Description:	**Bed delete**

** NOTE ** Delivery to any location within 50 (one-way) highway miles of any of the "Major Idaho Cities" within the AREA is included in the Base Vehicle Price. Delivery to any location within the AREA but over 50 miles from the city is an additional charge of $4.00 per mile (one-way miles) for every mile in excess of the 50 miles.

OPTIONAL EQUIPMENT

CODE	PRICE	DESCRIPTION
	$24,842.88	**Service Bed**
Options Total:		

NOTE: All Options are at Dealer Invoice

INTERIOR COLOR **Black** **EXTERIOR COLOR** **White**

CONTACT AND DELIVERY	
Agency Name:	**City of Idaho Falls**
Agency Contact Person:	**Tim McCammon**
Phone:	**208-612.8287**
FAX:	
E-Mail:	
Delivery Address and Name:	City of Idaho Falls
	308 Constitution
	Idaho Falls, Id
	83402
	Stephanie Walker
Contractor to register vehicle:	**YES:** **NO:**
Agency Name on title:	
Agency Address on title:	

PRICING BREAKDOWN		
Dealer Net Invoice:		**$ 50,351.58**
Deduct Government Bid Assistance:		**$ 3,900.00**
Add Mfg's Destination Charge:		**$ 2,595.00**
Add AREA Dealer Margin:		**$ 22.00**
Add Options Total:		**$ 24,842.88**
Additional Delivery (if applicable):		
QUANTITY:		**1**
Total before Admin Fee		**$ 73,911.46**
Contract Admin/Usage Fee	**1.25%**	**$ 923.89**
Purchase Order Total:		**$ 74,835.35**

County of principal Use:
(Where vehicle will accumulate the majority of its annual mileage)
VIN:

ORDER ACKNOWLEDGEMENT by CONTRACTOR:

Agency Request # _____ **Date order accepted by Factory:** _____

_____ / /

(Signature) Date

Contractor to complete and return to Ordering Agency

Ordering Agency FAX:	
Ordering Agency Email:	
Ordering Agency Phone:	

UNIT SPECIFICATION REQUEST FORM

**** Requires Division Director Approval – Please initial by specific accessory**

Standard Features All Units Except Other Equipment: Automatic Transmission, AM-FM Radio, Rear Defrost (If applicable)

Department 067-9201 MERF Replacement for Vehicle # 3024

Add to Fleet NA

Cost Code: 067-9201-601-79-02

Surplus, Trade, Transfer to: _____

VEHICLE TYPE: Pickup

Mid Size: ☐ 1/2 Ton **OR** ☐ Full Size ☐ 1/2 Ton ☐ 3/4 Ton ☒ 1 Ton
Cab Type: ☐ Standard ☐ Ext. Cab ☒ Crew Cab (If Ext. Cab are rear seats required ☒ Yes ☐ No)
Box Length/Type: ☐ Short Box ☒ Long Box ☐ Flat Bed ☐ Dump Bed ☐ Special Box

If special box specify type: Utility, etc. SOB

☐ Two Wheel Drive ☒ Four Wheel Drive** _____ **Director Approval**

If One Ton was selected above do you need dual rear wheels. ☐ Yes ☐ No

Accessories or Special Requirements: Check if Required

Mirrors: ☐ Vehicle Standard ☐ Extendable --Type for Towing

☒ Power Windows** SOB **Director Approval** ☒ Air Conditioning** SOB **Director Approval**
☒ Power Door Lock** SOB **Director Approval** ☐ Hybrid** _____ **Director Approval**
☒ Cruise Control** SOB **Director Approval**
☐ City Radio: ☐ New or ☐ Use From Old/Trade-in Unit

VEHICLE TYPE: Van

Passenger Type: ☐ Mini: Seating Capacity Required _____ **OR**

☐ Full Size: ☐ 1/2 Ton ☐ 3/4 Ton ☐ 1 Ton
Seating Capacity Required: _____

Specify Door Arrangement If Available: ☐ Sliding Side Door ☐ Hinged Swing Side Door

Cargo Type: ☐ Full Size: ☐ 1/2 Ton ☐ 3/4 Ton ☐ 1 Ton

Specify Door Arrangement If Available: ☐ Sliding Side Door ☐ w/ Windows ☐ w/o Windows
☐ Hinged Swing Side Door ☐ w/ Windows ☐ w/o Windows
☐ Rear Door: ☐ w/ Windows ☐ w/o Windows

Mirrors: ☐ Vehicle Standard ☐ Extendable--Type for Towing

☐ Power Windows** _____ **Director Approval** ☐ Air Conditioning** _____ **Director Approval**
☐ Power Door Lock** _____ **Director Approval** ☐ Hybrid** _____ **Director Approval**
☐ Cruise Control** _____ **Director Approval**
☐ City Radio: ☐ New or ☐ Use From Old/Trade-in Unit

UNIT SPECIFICATION REQUEST FORM

**** Requires Division Director Approval – Please initial by specific accessory**

VEHICLE TYPE: Sports Utility Vehicle (SUV) or Cross-Over Vehicle

☐ Small Size – (Example Escape, Journey) ☐ Seating Capacity Required: _____
☐ Mid Size – (Example Edge, Traverse) ☐ Seating Capacity Required: _____
☐ Full Size – (Example Expedition, Suburban) ☐ Seating Capacity Required: _____
☐ Two Wheel Drive ☐ Four Wheel Drive** _____ **Director Approval**

Accessories or Special Requirements: Check if Required

☐ Power Windows** _____ **Director Approval** ☐ Air Conditioning** _____ **Director Approval**
☐ Power Door Lock** _____ **Director Approval** ☐ Hybrid** _____ **Director Approval**
☐ Cruise Control** _____ **Director Approval** ☐ Lift Gate** _____ **Director Approval**
☐ City Radio: ☐ New or ☐ Use From Old/Trade-in Unit

VEHICLE TYPE: Sedan

Mid Size – Four Door Standard Seating Capacity: ____

Accessories or Special Requirements: Check if Required

☐ Power Windows** _____ **Director Approval** ☐ Air Conditioning** _____ **Director Approval**
☐ Power Door Lock** _____ **Director Approval** ☐ Hybrid** _____ **Director Approval**
☐ Cruise Control** _____ **Director Approval**
☐ City Radio: ☐ New or ☐ Use From Old/Trade-in Unit

VEHICLE TYPE: Other Equipment

Equipment Type: _____

Please attach any paperwork regarding the requested equipment. (Specifications, Brochures, Make, Model, Manufacturer, etc.)

COMMENTS and / or ADDITIONAL REQUESTS: (Indicate vehicle # of similar unit if applicable)

Please use the same specifications as 3083.

Requested By: Jace Vancey Department: Fiber

Signature: [signature] Date: 5/19/25

Memorandum

File #: 25-332 **City Council Meeting**

FROM: Emily Geisler, City Clerk
DATE: Friday, August 1, 2025
DEPARTMENT: Mayor's Office

Subject
City Council Minutes

Council Action Desired
☐ Ordinance ☐ Resolution ☐ Public Hearing
☒ Other Action (Approval, Authorization, Ratification, etc.)
Approve the City Council Minutes from June 2, 5, 26, 2025

Description, Background Information & Purpose
Attached are the following:

- June 2, 2025, City Council Work Session Minutes
- June 5, 2025, City Council Meeting Minutes
- June 5, 2025, City Council Executive Session Minutes
- June 26, 2025, City Council Meeting Minutes

Alignment with City & Department Planning Objectives



☐ ☒ ☐ ☐ ☐ ☐ ☐ ☐

The minutes support the Good Governance community-oriented result by providing assurance of regulatory and policy compliance to facilitate transparency and minimize and mitigate risk.

Interdepartmental Coordination
N/A

Fiscal Impact
N/A

Legal Review
N/A

City Council Work Session
Meeting Minutes

Monday, June 2, 2025
City Council Chambers
680 Park Avenue, Idaho Falls, ID 83402
5:00 p.m.

Call to Order and Roll Call:

There were present:

Council President Lisa Burtenshaw	Councilor John Radford	Councilor Kirk Larsen
Councilor Michelle Ziel-Dingman	Councilor Jim Freeman	Councilor Jim Francis

Absent:
Mayor Rebecca Casper (City Travel)

Also present:

Pam Alexander, Municipal Services Director	PJ Holm, Parks and Recreation Director
Nick Terry, TOK Commercial Real Estate	Colin McAweeney, TischlerBise (via Teams)
Michael Kirkham, City Attorney	Emily Geisler, City Clerk

Council President Burtenshaw called the meeting to order at 5:02 p.m. with the following items:

Municipal Services and Parks & Recreation
Update on the Bel Aire Division No. 3 Property (Director Alexander, Director Holm, Nick Terry):

Background & Legal Resolution

- The Bel Aire property is an 8.6-acre parcel adjacent to Pinecrest Golf Course.
- The property was donated to the City and appraised in March 2022 at just under $1.9M.
- A $2M offer fell through due to Restrictive Covenants from the 1950s.
- After extensive effort, the broker secured 66% approval from property owners to amend the restrictions; the title will soon be cleared.
- A November 2024 appraisal valued the property at $1.6M “as-is”, based on its highest and best use: multifamily residential.

Council Conversation

1. Market Conditions & Timing
   - Several Councilors raised concerns about selling in a soft market with high interest rates, cautioning against offloading the land at a low point in value.
   - Others noted the City has held the land for 10+ years and inaction also incurs opportunity cost.
2. Public Purpose vs. Sale
   - Some Councilors questioned whether it was premature to sell a rare, walkable interior parcel without identifying future needs like a recreation center, park, or City-led development.
   - Staff clarified that any proceeds would go back to Parks & Recreation, which originally received the donation, and could serve as seed money for future projects (e.g., aquatics renovation).
3. Infrastructure and Site Challenges
   - The site includes a major irrigation easement and previously required a $3M infrastructure project, making development costly.
   - Staff emphasized the land should be sold “as-is” with buyers handling road access and infrastructure.

4. Sale Strategy: Highest & Best Offer
   - The Council supported a "highest and best" single-bid process with no back-and-forth negotiation, full transparency in public, and review rather than acceptance of offers.
   - The title restrictions (CC&Rs) must be removed as a condition of sale.
5. Long-Term Vision & Equity
   - Councilmembers debated whether the land might serve future civic needs or hold strategic value in a revitalizing neighborhood.
   - Some pushed back on developers' claims the area is undesirable, citing recent rising home values and urban reinvestment nearby (e.g., Starbucks, townhomes).

Motion: Review offers at the highest and best price as long as the CCR's are cleaned up by the selling party.
- Moved by: Councilor Freeman
- Second: Councilor Francis
- Vote: Burtenshaw – Yes, Radford – Aye, Dingman – Yes, Freeman – Yes, Francis – Aye, Larsen – Yes
- Motion carries.

Municipal Services and City Attorney and Mayor's Office
Review the Draft Impact Fee Study with TischlerBise (Director Alexander, Colin McAweeney *via Teams*):

Over several work sessions, the Idaho Falls City Council and staff held in-depth discussions on refining the City's impact fee ordinance, Capital Improvement Plan (CIP), and associated policies for parks, transportation, and development. The overarching goals are to ensure clarity, equity, flexibility, and accountability as the City prepares for substantial growth over the next decade.

Park Amenities, Costs, and Growth Projections
- The Parks CIP anticipates the addition of 21 amenities and 53 acres of developed parkland over five years, aligned with an expected population increase of 9,000 residents (and 18,000 over 10 years).
- Eligible amenities include features like splash pads, playgrounds, fields, and shelters—not benches or small items. Trails within parks count; citywide trails do not.
- Amenities must have a minimum useful life of 10 years.
- Costs vary widely, from $25,000 interactive playground features to $500,000 splash pads. The City uses a weighted average cost of $113,000 per amenity for planning.

Impact Fee Use and Flexibility
- Impact fees are collected for both land development and amenities. Cities must maintain a consistent level of service (e.g., 2 amenities per 1,000 new residents) rather than deliver specific projects.
- The system allows for project substitutions within the CIP as long as the growth-related benefit and service standard remain intact.
- Council discussed the potential to count larger amenities as multiple units toward service goals but hasn't finalized a formula.

Transportation Infrastructure and Trip Generation
- The transportation CIP supports both planned and reimbursable projects. Council raised concerns about future flexibility, particularly regarding arterial road expansions (e.g., Woodruff Ave).
- Staff and consultants confirmed the CIP can be updated annually and projects swapped, as long as justification is clear and legal standards are met.
- Idaho Falls is projected to see over 306,000 daily vehicle trips, based on square footage and trip generation models from ITE's Manual (11th Edition).

City Council Work Session
Meeting Minutes

Mixed-Use and Non-Residential Impact Fee Fairness

- Concerns were addressed about developers manipulating fee categories by mislabeling building space (e.g., claiming all space is industrial).
- Existing ordinance allows fees to be calculated by use (e.g., retail, office, warehouse), and this flexibility has already been applied (e.g., to a car dealership).
- Support was shown for codifying clearer guidelines in the ordinance to prevent loopholes and misuse in multi-use or ambiguous developments.
- In cases like churches used as event centers or restaurants, staff plan to apply case-by-case analysis with clear documentation.

Residential Impact Fees: Square Footage Model and Equity

- A shift to square footage-based residential impact fees is underway. This approach:
    - Reflects smaller household sizes in multifamily units (1.7 vs. 2.6 for single-family).
    - Charges larger homes more, regardless of type, while promoting housing affordability.
- Concerns about "incentivizing" multifamily were addressed by showing that fees are proportional to impact, not favoritism.
- This model was considered a more equitable, progressive policy and there are plans to highlight it in public communications.

Inflation and Long-Term Planning

- Staff confirmed the CIP includes inflationary adjustments using CPI or construction cost indices to ensure fees keep pace with rising costs—critical in a volatile construction market.

Public Communication and Implementation Readiness

- Past rollout issues were acknowledged, and this time the City is prioritizing:
    - Comprehensive staff training, especially for front-line Community Development Services (CDS) personnel.
    - A coordinated public outreach campaign to educate developers and residents.
    - Clear documentation and messaging to reduce confusion and misinterpretation at all levels.

Next Steps and Timeline - Key upcoming milestones include:

Date	Topic
June 23	Deep dive into CIP for parks, roads, police, and fire
July 7	Discussion of definitions (square footage, amenities, terminology)
July 28	Full ordinance review and discussion of waivers and housing implications
August 11	Final review and preparation for potential ordinance adoption

Target adoption remains September, to align with the fiscal or calendar year, though Council emphasized quality over speed and will adjust if needed.

Mayor and City Council

Mayor and Council Reports: Calendars; Announcements; Events; Reports; Updates; Concerns; Questions; Discussion; Proclamations; Notes or Minutes from Boards and Commissions

Councilor Freeman – Commented that the APPA (American Public Power Association) starts this weekend and runs through the middle of next week. The Mayor and Councilor Freeman will be attending.

Councilor Dingman – Nothing to add

City Council Work Session
Meeting Minutes

Councilor Radford – Nothing to add

Councilor Francis – Nothing to add

Councilor Larsen – Commented about being involved in the classes offered via the Citizens Police Academy.

Council President Burtenshaw – Power Board Meeting will be Wednesday.

There being no further business, the meeting adjourned at 6:34 PM

_____ _____

Emily Geisler, City Clerk Rebecca L. Noah Casper, Mayor

City Council Meeting Minutes

680 Park Avenue
Idaho Falls, ID

Thursday, June 5, 2025 | **7:30 PM** | **City Council Chambers**

1. Call to Order

Present:

Mayor Rebecca L. Noah Casper
Councilor John Radford
Councilor Jim Freeman
Councilor Kirk Larsen
Council President Lisa Burtenshaw
Councilor Michelle Ziel-Dingman
Councilor Jim Francis

Also present:

Pam Alexander, Municipal Services Director
Chris Fredericksen, Public Works Director
Lisa Farris, Grants Administrator CDS
Emily Geisler, City Clerk
Stephen Boorman, Energy Group Manager, IF Power
Wade Sanner, Community Development Services, Director
Michael Kirkham, City Attorney

2. Pledge of Allegiance

Mayor Casper led those present in the Pledge of Allegiance.

3. Public Comment

Haslip Weber – Mr. Weber, a retired firefighter from Oakland, California, now residing in Idaho Falls, expressed serious concern about unsafe driving behavior in the City. In his four years living here, he has witnessed more accidents and dangerous driving than during his 25 years in emergency service. Some key concerns he raised include excessive speeding, especially in residential areas with children, distracted driving, such as phone use at stoplights, tailgating, running red lights and unsafe right turns, and pedestrians walking in traffic lanes. Mr. Weber urged the City Council to hire more police officers, particularly for traffic enforcement. He argued that increased enforcement could generate revenue from citations to help fund those new positions and improve public safety. He cited Oakland's use of motorcycle traffic officers as a potential model.

4. Consent Agenda

A. IDAHO FALLS POWER

1. **25-282** Board Meeting minutes from April 9th and May 7th, 2025

Motion: Approve, accept, or receive all items on the Consent Agenda according to the recommendations presented

- Moved by: Council President Burtenshaw
- Second: Councilor Freeman
- Vote: Burtenshaw – Yes, Dingman – Yes, Francis – Aye, Freeman – Yes, Larsen – Yes, Radford – Aye
- Motion carries.

5. Regular Agenda

A. **Municipal Services**:
25-277 Bid Rejection - IF-25-020 Haul and Spread of Liquid Wastewater Biosolids for Public Works

Presentation/Discussion (Director Alexander): Director Alexander requested that the City Council reject all bids received for the hauling and spraying of liquid biosolids, a service required by the Department of Environmental Quality. The key points were:

- Two bids were submitted.
- The apparent low bidder included five significant exceptions to the bid terms.
- These exceptions were deemed material and unacceptable by the Public Works Department, making the bid non-compliant.
- Notably, the bidder reserved the right to refuse loads while still requiring payment, which was a major concern.

A Council liaison highlighted the unreasonable nature of the exceptions, reinforcing staff recommendations.

Motion: Reject the bids received for Bid IF-25-020, Haul and Spread of Liquid Wastewater Biosolids; make a factual finding that the required hauling and spreading biosolids services can be procured more economically on the open market; and give the authority to direct the Mayor and staff to secure more economical contractors in the open market to perform the work.

- Moved by: Council President Burtenshaw
- Second: Councilor Larsen
- Vote: Francis – Aye, Freeman – Yes, Dingman – Yes, Larsen – Yes, Radford – Aye, Burtenshaw – Yes
- Motion carries.

B. Idaho Falls Power
25-281 Idaho Falls Power Electric (EV) Charger Sites Scope of Work Amendment No. 2 - Keller Associates, Inc.

Presentation/Discussion (Manager Stephen Boorman): The City of Idaho Falls is moving forward with the design phase for four electric vehicle (EV) charging station locations, funded by a previously awarded federal grant. Since the General Manager of Idaho Falls Power is away on City business, Assistant General Manager Stephen Gorman presented the item.
Key points:

- The engineering contract is with Keller Associates, chosen due to their presence on the pre-approved list required for federal grants and their relevant past work.
- This task order will cover detailed design work, including stormwater planning, parking, electrical infrastructure, and other necessary components.
- The current materials shared with the Council were preliminary site visuals, and this task initiates full construction design.
- The contract is time and materials-based, and the City hopes to come in under budget.

Motion: Accept and approve Keller Associate's Scope of Work agreement for a not-to-exceed cost of $224,700.00 and give the Mayor and City Clerk authorization to execute the necessary documents

- Moved by: Councilor Freeman
- Second: Councilor Dingman
- Vote: Freeman – Yes, Radford – Aye, Burtenshaw – Yes, Dingman – Yes, Francis – Aye, Larsen – Yes
- Motion carries.

C. Public Works

1. **25-284** Local Professional Services Agreement with Precision Engineering for Elm Street, Yellowstone Avenue to South Boulevard Improvements

Presentation/Discussion (Director Fredericksen): The City Council discussed and recommended approval of a professional services agreement with Precision Engineering to design the reconstruction of Elm Street between Yellowstone Avenue and South Boulevard. The project is federally funded and estimated at $225,779, with the City responsible for about $16,572 (7.34%). Construction is scheduled for fiscal year 2026. The project addresses steep road shoulders, poor pedestrian and bike access, and includes improved design for all users, including potential upgrades to pedestrian beacons and signage.

The design work is being contracted externally due to the complexity of federal aid processes and current staff workload. Council members discussed the road's crown making bike travel difficult and expressed support for the project, noting it's a good time to make needed improvements.

Motion: Approve the Professional Services Agreement with Precision Engineering, LLC, and authorize the Mayor and City Clerk to execute the necessary documents.

- Moved by: Councilor Larsen
- Second: Councilor Francis
- Vote: Larsen – Yes, Francis – Aye, Burtenshaw – Yes, Dingman – Yes, Freeman – Yes, Radford – Aye
- Motion carries.

D. COMMUNITY DEVELOPMENT SERVICES

1. **25-283** Resolution Approving the Community Development Block Grant (CDBG) PY 2024 Consolidated Annual Performance and Evaluation Report (CAPER).

Presentation/Discussion (Lisa Farris): A public hearing was held on May 8, with a public comment period through May 24, during which no comments were received. The report requires Council approval for timely submission to HUD. A Council member praised Grant Administrator Farris for her dedication and consistent, high-quality work on this annual process.

Motion: Approve the Resolution for the 2024 CAPER.

- Moved by: Councilor Larsen
- Second: Councilor Freeman
- Vote: Dingman – Yes, Radford – Aye, Larsen – Yes, Burtenshaw – Yes, Francis – Aye, Freeman – Yes
- Motion carries.

2. **25-279** Final Plat, Development Agreement, and Reasoned Statement of Relevant Criteria and Standards, Aspen Meadows Division No. 2.

Presentation/Discussion (Director Sanner)**:** The Council discussed the final plat approval for Aspen Meadows Division No. 2, which includes a development agreement and a statement of relevant criteria. A significant feature of the plat is a 5.2-acre lot designated for a charter school. A question was raised about a dead end on Cannon Lane near a canal, and staff clarified that it will connect with future development to the north. Council members confirmed that the site is suitable for a charter school with adequate ingress and egress.

Motion 1: Approve the Development Agreement for the Final Plat for Aspen Meadows Division No. 2 and give authorization for the Mayor and City Clerk to sign said agreement.

- Moved by: Councilor Larsen
- Second: Councilor Radford
- Vote: Dingman – Yes, Freeman – Yes, Francis – Aye, Radford – Aye, Burtenshaw – Yes, Larsen – Yes
- Motion carries.

Motion 2: Accept or Approve the Final Plat for Aspen Meadows Division No.2 and give authorization for the Mayor, City Engineer, and City Clerk to sign said Final Plat.

- Moved by: Councilor Larsen
- Second: Councilor Radford
- Vote: Burtenshaw – Yes, Dingman – Yes, Francis – Aye, Freeman – Yes, Larsen – Yes, Radford – Aye
- Motion carries.

Motion 3: Approve the Reasoned Statement of Relevant Criteria and Standards for the Final Plat for Aspen Meadows Division No. 2 and give authorization for the Mayor to execute the necessary documents.

- Moved by: Councilor Larsen
- Second: Councilor Radford
- Vote: Freeman – Yes, Radford – Aye, Larsen – Yes, Dingman – Yes, Burtenshaw – Yes, Francis – Aye
- Motion carries.

3. 25-278 Final Plat, Development Agreement, and Reasoned Statement of Relevant Criteria and Standards, Ivywood Division No. 8.

Presentation/Discussion: The Council acknowledged concerns about the visible rise in multifamily housing but emphasized that single-family development is also occurring. The next two items under consideration are final plats for two single-family subdivisions—one with 25 lots and the other with approximately 57 lots. The developments are located adjacent to each other in a north-south orientation.

Motion 1: Approve the Development Agreement for the Final Plat for Ivywood Division No. 8 and give authorization for the Mayor and City Clerk to sign said agreement.

- Moved by: Councilor Larsen
- Second: Councilor Radford
- Vote: Burtenshaw – Yes, Dingman – Yes, Francis – Aye, Freeman – Yes, Larsen – Yes, Radford – Aye
- Motion carries.

Motion 2: Accept or Approve the Final Plat for Ivywood Division No. 8 and give authorization for the Mayor, City Engineer, and City Clerk to sign said Final Plat.

- Moved by: Councilor Larsen
- Second: Councilor Radford
- Vote: Radford – Aye, Dingman – Yes, Francis – Aye, Freeman – Yes, Larsen – Yes, Burtenshaw – Yes
- Motion carries.

Motion 3: Approve the Reasoned Statement of Relevant Criteria and Standards for the Final Plat for Ivywood Division No. 8 and give authorization for the Mayor to execute the necessary documents.

- Moved by: Councilor Larsen
- Second: Councilor Radford
- Vote: Burtenshaw – Yes, Dingman – Yes, Freeman – Yes, Francis – Aye, Larsen – Yes, Radford – Aye
- Motion carries.

4. 25-280 Final Plat, Development Agreement, and Reasoned Statement of Relevant Criteria and Standards, Ivywood Division No. 10.

Motion 1: Approve the Development Agreement for the Final Plat for Ivywood Division No. 10 and give authorization for the Mayor and City Clerk to sign said agreement.

- Moved by: Councilor Larsen
- Second: Councilor Radford
- Vote: Dingman – Yes, Larsen – Yes, Francis – Aye, Freeman – Yes, Burtenshaw – Yes, Radford – Aye
- Motion carries.

Motion 2: Accept or Approve the Final Plat for Ivywood Division No. 10 and give authorization for the Mayor, City Engineer, and City Clerk to sign said Final Plat.

- Moved by: Councilor Larsen
- Second: Councilor Radford

- Vote: Burtenshaw – Yes, Dingman – Yes, Francis – Aye, Radford – Aye, Larsen – Yes, Freeman – Yes
- Motion carries.

Motion 3: Approve the Reasoned Statement of Relevant Criteria and Standards for the Final Plat for Ivywood Division No. 10 and give authorization for the Mayor to execute the necessary documents.

- Moved by: Councilor Larsen
- Second: Councilor Radford
- Vote: Burtenshaw – Yes, Dingman – Yes, Francis – Aye, Freeman – Yes, Larsen – Yes, Radford – Aye
- Motion carries.

6. Announcements

- The Mayor reminded everyone that school is out and that we've entered the "100 Deadliest Days of Summer," a period with a higher rate of road accidents. She encouraged safe driving.
- The next City Council meeting will be held on June 26, with a work session on June 23. There will be no meeting in two weeks because many Council members will attend the Association of Idaho Cities Annual Conference in Boise.
- Residents were encouraged to enjoy local summer activities like Funland, the zoo, and sports events.
- Councilor Freeman announced that the First Responders Car Show is currently taking place at Grand Teton Mall (5–9 p.m.), featuring fire and police vehicles and giveaways for children like helmets and swag.

There being no further business, the meeting adjourned at 8:04 PM

Emily Geisler, City Clerk

Rebecca L. Noah Casper, Mayor

City Council Special Meeting
Executive Session
Minutes

680 Park Avenue
Idaho Falls, ID

Thursday, June 5, 2025	8:05 PM	City Annex Conference Room

Call to Order

Present:
Mayor Rebecca L. Noah Casper
Councilor John Radford
Councilor Jim Freeman
Councilor Kirk Larsen
Council President Lisa Burtenshaw
Councilor Michelle Ziel-Dingman
Councilor Jim Francis

Also present:
Chris Fredericksen, Public Works Director
Emily Geisler, City Clerk (*Only for motion and roll call*)
Michael Kirkham, City Attorney

Executive Session:

Motion: Executive session called pursuant to the provision(s) contained in Idaho Code 74-206 (1)(c) to acquire an interest in real property not owned by a public agency. Council will not reconvene after the executive session.

- Moved by: Councilor Francis
- Second: Councilor Dingman
- Vote: Radford – Aye, Larsen – Yes, Freeman – Yes, Francis – Aye, Dingman – Yes, Burtenshaw – Yes
- Motion carries.

The executive session adjourned at 8:47 PM.

_____
Emily Geisler, City Clerk

_____
Rebecca L. Noah Casper, Mayor

City Council Meeting Minutes

680 Park Avenue
Idaho Falls, ID

Thursday, June 26, 2025 **7:30 PM** **City Council Chambers**

1. Call to Order

Present:
There were present:
Council President Lisa Burtenshaw
Councilor Michelle Ziel-Dingman
Councilor Kirk Larsen
Councilor John Radford
Councilor Jim Freeman

Absent:
Mayor Rebecca L. Noah Casper (on City travel)
Councilor Jim Francis

Also present:
Lisa Farris, Grants Administrator
Stephen Boorman, Assist Manager IF Power
Michael Kirkham, City Attorney
Kerry Beutler, Assistant Planning Director
Chris Fredericksen, Public Works Director
Emily Geisler, City Clerk

CDBG Applicants:
Jake Workman, Idaho Legal Aid
Jodi Eldridge, Nest Pregnancy Care Center
McKayla Matlack, Development Workshop, Inc
Jared Barclay, Idaho Falls Senior Center
Ariel Jackson, Community Food Basket Idaho Falls
Kerry Hammon, Idaho Falls Downtown Development Corp
Karen Lansing, Habitat for Humanity Idaho Falls Area
Anne Johnson, Domestic Violence & Sexual Assault Center
Steve Staneart, Salvation Army
Tanner Rohne, YMCA
Charles Hale, Idaho Falls Rescue Mission
Angie Lee, Promise Ridge

2. Pledge of Allegiance

Councilor Freeman led those present in the Pledge of Allegiance.

3. Public Comment

No one appeared.

4. Consent Agenda

A. Municipal Services
1. **25-286** Purchase of one KG60 generator & transfer switch from Wheeler Electric, Inc for $117,545 (for Fire Station 6)
2. **25-293** Treasurer's Report for April 2025

B. Office of the City Clerk
1. **25-275** City Council Minutes from April 10, 14 &17 and June 12, 2025
2. **25-276** 117 Business & Contractor Licenses issued during the month of May 2025

Motion 1: Approve, accept, or receive all items on the Consent Agenda according to the recommendations presented.
- Moved by: Councilor Larsen
- Second: Councilor Dingman
- Vote: Burtenshaw – yes, Dingman – Yes, Freeman – Yes, Larsen – Yes, Radford – Aye
- Motion carries.

5. Regular Agenda

A. **Office of the City Clerk**
1. **25-285** Public Hearing - Denial of Alcohol License for Yellowstone Cigar Company, LLC

Presentation/Discussion (City Clerk Geisler, Assistant Director Beutler)**:** This public hearing concerned the denial of an alcohol license for Yellowstone Cigar Company, LLC, owned by Darren Brandt. The City Clerk explained that although the application had received initial approvals, it was later discovered during the zoning verification that the business is located in a Traditional Neighborhood (TN) zone, where drinking establishments are not permitted by code.

The City Attorney and Community Development Services confirmed that, regardless of proximity to a church, the zoning alone disqualifies the business from being eligible for the license. The Council was also informed that the applicant had been notified early in the process of the zoning conflict. Because only the City Council has authority to formally deny a permanent alcohol license, the issue was brought forward for a public hearing and a vote. No one from the public appeared to give testimony.

Motion: Deny Alcohol License Application #3538596 presented by Yellowstone Cigar Company LLC, as per City Code 4-3-4 (A-E)
- Moved by: Councilor Larsen
- Second: Councilor Radford
- Vote: Freeman – Yes, Dingman – Yes, Larsen – Yes, Radford – Aye, Burtenshaw – Yes
- Motion carries.

B. **Community Development Services**
1. **25-292** Public Hearing-Community Development Block Grant (CDBG) PY 2025 Annual Action Plan

Presentation/Discussion (Administrator Farris)**:** The City of Idaho Falls opened a public hearing to present the 2025 Annual Action Plan for the Community Development Block Grant (CDBG) program and to hear directly from applicants seeking funding. The plan,

which must be submitted to HUD by August 16, 2025, marks the final year of the current five-year cycle and outlines strategies to support low-to-moderate income (LMI) individuals through public service, housing, and infrastructure investments.

CDBG Program Overview

- **2025 Allocation**: $412,342
- **Total Requests (16 applicants)**: $760,528
- **Historical Allocations Since 2004**: Over $8.8 million (excluding COVID relief)
- Projects must benefit LMI individuals, eliminate blight, or meet urgent needs while aligning with HUD priorities: community development, economic development, housing, or public service.

Highlighted Funding Requests and Testimonies

Housing & Shelter Services

- **Habitat for Humanity** – *$30,000 request*
  For "A Brush with Kindness": minor exterior home repairs and wheelchair ramps for LMI homeowners. Strong volunteer component.
- **Idaho Falls Rescue Mission** – *$10,000 request*
  Finish renovating the final 10 rooms at The Haven shelter. Funds already improved 15 rooms with upgraded safety and privacy features.
- **Promise Ridge Shelter** – *$13,098 request*
  Requested funds to support the salary of a part-time house director who coordinates services for homeless families and manages intake, goal setting, and crisis care. Noted that the Promise Ridge position is part time – 40 hour pay period over 2 weeks.

Legal & Crisis Intervention

- **Idaho Legal Aid** – *$18,050 request*
  Provide 190 hours of legal services for low-income domestic violence survivors, covering divorce, custody, and civil protection orders.
- **Domestic Violence & Sexual Assault Center** – *$20,000 request*
  Support GED testing and provide snacks for survivors during crisis response. GED demand has doubled, especially among those under 22 years of age.

Food & Nutrition Support

- **Community Food Basket** – *$25,000 request*
  Install a protective canopy over the wheelchair ramp. Increased food demand forced funds to be redirected from this project. Served over 109,000 people in 2023.
- **Idaho Falls Senior Center (Meals on Wheels)** – *$7,180.30 request*
  Replace ovens in delivery vans. Program provides 220 meals daily plus wellness checks. Shared story of a driver saving a client who had fallen at home.

Health & Family Services

- **The Nest Pregnancy Care Center** – *$20,800 request*
  Provide one free obstetric ultrasound per month for uninsured/underinsured clients. Supports early prenatal care and reduces ER visits.

Vocational & Economic Development

- **Development Workshop, Inc. -** *$41,750 request*
  Filling gaps left by state budget cuts to vocational services. Helping disabled individuals find employment despite a 3,000-person state waitlist.

Youth, Accessibility & Community Spaces

- **Idaho Falls Family YMCA** – *$157,078.58 request*
  Fund HVAC upgrades, accessibility ramp repairs, and exterior paint. Cited rising need for scholarships for low-income families.
- **Idaho Falls Downtown Development Corp.** – *$55,000 request (Phase 1)*
  Install a shade structure in Broadway Plaza to increase usability during summer events. Future Phase 2 may involve larger structure.
- **Idaho Falls Public Works** – *$195,000 request*
  Continue sidewalk improvements in Highland Park, benefiting seniors and residents with disabilities. Emphasized multi-year success in walkability efforts.
- **Salvation Army** – *$25,000 request*
  For rent, utilities, and staff support to prevent homelessness. Mentioned a summer meal program serving over 70 kids daily.
- **CDS/Administration of Program** - *$82,468.40 request*

Council & Community Reflections

- Council President Burtenshaw praised applicants as the "boots on the ground" supporting the City's most vulnerable residents.
- Council acknowledged that while CDBG funds are limited and highly regulated, applicants are providing critical frontline services often not covered by other resources.
- Many speakers expressed deep gratitude for past CDBG funding and stressed the growing demand for services due to inflation, housing costs, and state/federal shortfalls.

Next Steps

- Public Comment Period: Open until July 26, 2025
- Council Work Session: July 28 to review and finalize funding recommendations
- HUD Review: Up to 45 days after submission; funds likely available by September

The discussion ended with personal thanks from Council members to community leaders for their resilience and compassion in serving Idaho Falls' LMI populations.

Break (8:44 pm - 8:51 pm)

C. Idaho Falls Power

1. **25-287** IFP 25-17(A), (B) Downtown Alley Phase I

Presentation/Discussion (Assistant General Manager Boorman): Project update, divided into two parts:

- **Part A (Excavation)**: Only two bids were submitted — one from Probst Electric and one from Arco Electric.
  - Arco's bid included an excessive risk premium and rewrote key contract terms, making it non-conforming.
  - Probst pretty much rewrote the contract so there was no risk left, which would make it non-conforming.

- As a result, staff recommended rejecting Part A bids and going to the open market to find a more workable solution.
- A complex portion involving work across railroad tracks and Yellowstone Highway will be separated out for separate handling to help manage risk.

- **Part B (Service Conversion – Overhead to Underground)**: Received competitive and acceptable bids, so staff recommended awarding Part B as planned.

The director noted that the excavation work is very similar to a project completed two years ago, which made the higher-than-expected bids surprising. The City plans to proceed with the project as designed, but will adjust its approach to Part A. Council Member Radford asked when the issue would return for approval. Staff confirmed that any contract exceeding $75,000 will come back to Council for formal approval. Council liaisons offered to make the necessary motions moving forward.

Motion 1: Reject bids received for IFP 25-17 for the General Construction (Part A) portion, make a factual finding and resolve that the required general construction and excavation work can be procured more economically on the open market; and give the Mayor and staff authority to secure a contract for this work in the open marketplace.

- Moved by: Councilor Freeman
- Second: Councilor Radford
- Vote: Larsen – Yes, Burtenshaw – Yes, Dingman – Yes, Freeman – Yes, Radford – Aye
- Motion carries.

Motion 2: Accept and approve the bid from Wheeler Electric for the Electrical Construction (Part B) portion of the downtown alleyway upgrade project for a not-to-exceed amount of $417,600 and give authorization to the Mayor and City Clerk to execute the necessary documents.

- Moved by: Councilor Freeman
- Second: Councilor Radford
- Vote: Dingman – Yes, Radford – Aye, Larsen – Yes, Burtenshaw – Yes, Freeman – Yes
- Motion carries.

D. Public Works

1. **25-289** Joint Powers Agreement with Bonneville County for the Intersection of East 49th South and South 15th East

Presentation/Discussion (Director Fredericksen): The Public Works Department presented a Joint Powers Agreement (JPA) with Bonneville County for a project at the intersection of 49th South and South 15th East (also known as Woodruff or St. Clair). The City received $1.5 million in federal aid through a Local Highway Safety Improvement

Program grant to install a traffic signal, with a required local match of $110,100, split evenly between the City and county under the JPA.

Key points:

- Design work will begin immediately; construction is planned for 2027.
- After construction, the City will annex and maintain the intersection.
- The project is similar to a past agreement at Holmes Avenue.
- The road has already been widened to accommodate turn lanes due to nearby development.
- Bike lanes are planned, pending future discussion and Council decisions.
- The project aims to address safety concerns due to a history of serious accidents at the location.

Motion: Approve the Joint Powers Agreement (JPA) and authorize the Mayor and City Clerk to sign the document

- Moved by: Councilor Larsen
- Second: Councilor Freeman
- Vote: Dingman – Yes, Freeman – Yes, Radford – Aye, Burtenshaw – Yes, Larsen – Yes
- Motion carries.

2. **25-288** Vacation of Easement - A Portion of Instrument Number 835262 within Chaffin Addition, Division No. 1

Presentation/Discussion (Director Fredericksen): Public Works presented a standard request to vacate an easement located in the Chaffin Addition Division No. 1, originally recorded under instrument number 835262. The property owner requested the vacation to better utilize the lot, which currently has an easement running through its center. Staff reviewed the request and recommended approval. The matter was brought to the Council for consideration, with no questions raised.

Motion: Approve the Easement Vacation Ordinance under a suspension of the rules requiring three complete and separate readings and request that it be read by title.

- Moved by: Councilor Larsen
- Second: Councilor Freeman
- Vote: Burtenshaw – Yes, Dingman – Yes, Freeman – Yes, Larsen – Yes, Radford – Aye
- Motion carries.

Ordinance Read: AN ORDINANCE OF THE CITY OF IDAHO FALLS, IDAHO, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, PROVIDING FOR THE VACATION OF A PORTION OF AN EASEMENT LOCATED WITHIN THE CITY OF IDAHO FALLS AND LEGALLY DESCRIBED

IN SECTION 1 OF THIS ORDINANCE; PROVIDING THAT TITLE TO SAID VACATED EASEMENT SHALL VEST AS SPECIFIED IN SECTION 3 OF THIS ORDINANCE; PROVIDING THAT THIS ORDINANCE SHALL BE IN FULL FORCE AND EFFECT FROM AND AFTER PASSAGE, APPROVAL, AND PUBLICATION ACCORDING TO LAW.

E. City Attorney

1. **25-290** Resolution to Waive Certain 2025 Fourth of July Fees

Presentation/Discussion (Attorney Kirkham): The City Attorney's Office announced the annual waiver of City service fees related to the 4th of July celebrations. These events are free and open to the public, and the City supports them by waiving certain fees typically charged to organizers.

This year's fee waivers include:

- Idaho Falls Power: services to darken streetlights for fireworks
- Public Works: sanitation services, barricades, and traffic control
- Parks and Recreation: support services for the events

While this is a recurring tradition, the City Council must formally approve the waivers each year. The announcement also emphasized local pride in celebrating Independence Day.

Motion: Approve the Resolution to waive certain 2025 Fourth of July fees for services performed by the City of Idaho Falls to assist in the free, public Fourth of July activities and give authorization for the Mayor and City Clerk to execute the necessary documents.

- Moved by: Councilor Radford
- Second: Councilor Dingman
- Vote: Freeman – Yes, Radford – Aye, Larsen – Yes, Dingman – Yes, Burtenshaw – Yes
- Motion carries.

2. **25-291** 2025 Indemnification Agreement for the 2025 Independence Day Fireworks Show

Presentation/Discussion (Attorney Kirkham): The Legal Department presented a routine agreement related to the 4th of July fireworks show sponsored by Melaleuca. At the company's request, the City will temporarily turn off certain streetlights to enhance visibility of the fireworks. Because streetlights are important for public safety, the City requires Melaleuca to indemnify the City against any claims or damage resulting from accidents that could occur while the lights are off. Although no such incidents have occurred, the agreement is a precautionary measure to protect the City and its residents. A Council member also noted that new LED streetlights make this process easier, as they turn on and off instantly, unlike the older models that required warm-up time.

Motion: Approve the 2025 Indemnification agreement and direct the Mayor and City staff to execute the necessary documents.

- Moved by: Councilor Radford
- Second: Councilor Freeman
- Vote: Burtenshaw – Yes, Dingman – Yes, Freeman – Yes, Larsen – Yes, Radford – Aye
- Motion carries.

6. Announcements

- Councilor Freeman encouraged everyone to have a safe and enjoyable 4th of July, suggesting people support animal shelters instead of buying fireworks. He highlighted the many community events and neighborhood parties taking place and emphasized the uniqueness of the City's parade on its tree-lined boulevard.
- There was a public reminder from Councilor Ziel-Dingman to microchip pets before the holiday, noting it's kitten season and shelters are overwhelmed.
- Finally, it was mentioned that state officials, including the Governor and possibly the Secretary of State, plan to attend the parade—further highlighting its significance and quality.

There being no further business, the meeting adjourned at 9:07 PM

_____ _____

Emily Geisler, City Clerk Rebecca L. Noah Casper, Mayor

Memorandum

File #: 25-335 **City Council Meeting**

FROM: Pam Alexander, Municipal Services Director
DATE: Friday, August 1, 2025
DEPARTMENT: Municipal Services

Subject
Public Hearing for the Proposed Fees for Fiscal Year 2025/26

Council Action Desired
☐ Ordinance ☐ Resolution ☒ Public Hearing
☐ Other Action (Approval, Authorization, Ratification, etc.)
Conduct a public hearing for the proposed 2025/26 fee schedule.

Description, Background Information & Purpose
The Public Hearing has been scheduled for Thursday, August 14, 2025, at 7:30 pm in the Council Chambers of the City Annex Building located at 680 Park Avenue, Idaho Falls, Idaho. The Notice of Public Hearings was published on Saturday, August 2, 2025, and Saturday, August 9, 2025.

Alignment with City & Department Planning Objectives



☐ ☒ ☐ ☐ ☐ ☐ ☐ ☐
Public hearings support the good governance community-oriented result by fostering innovative and sound fiscal management. Hearings enable participation, public trust, and transparency.

Interdepartmental Coordination
All City departments participated in the 2025/26 fiscal year budget and fee setting process.

Fiscal Impact
Approval of the proposed 2025/26 fee resolution sets the maximum fees for the fiscal year beginning October 1, 2025.

Legal Review
The Legal Department concurs that the desired Council action is compliant with Idaho Code §50-1002.

CITY OF IDAHO FALLS - Fee Changes DRAFT

NOTICE IS HEREBY GIVEN that the City of Idaho Falls proposes to impose the following new fees and fee increases greater than 5% of such fees collected. The additional fees are necessary to cover new services provided by City of Idaho Falls or for increased costs to services currently provided. Public comment on these proposed changes will be received at a public hearing on August 14, 2025, at City of Idaho Falls Council Chambers, in the City Annex Building, located at 680 Park Avenue, Idaho Falls, Idaho, at 7:30 pm.

Item Number	Department / Division / Item Description	Effective January 1, 2025 Fee	Proposed October 1, 2025 Fee	Unit of measurement
SECTION 1	AIRPORT DEPARTMENT			
1.4	Customer Facility Charge, On-Airport Car Rental Companies	$4.00	$6.00	maximum per transaction, per day
1.7	Badge Fees			
1.7.h	Non-Returned Badge		$100.00	per badge
1.7.i	Security Threat Assessment (STA)		$5.00	per assessment
1.8	Parking	$20.00	$20.00	maximum per day
1.8.c	Parking Tag Replacement		$10.00	each
1.8.d	Lost Ticket Fee		$90.00	each
1.12	Printing			
1.12.a	Printing fee - One Sided Black and White		$0.05	per page
1.12.b	Printing fee - Two Sided Black and White		$0.10	per page
1.12.c	Printing fee - One Sided Color		$0.10	per page
1.12.d	Printing fee - Two Sided Color		$0.20	per page
SECTION 2	COMMUNITY DEVELOPMENT SERVICES DEPARTMENT			
2.16	Downtown On-Street Parking			
2.16.a	First Hour		$1.00	each
2.16.b	Second Hour		$2.00	each
2.16.c	Third Hour		$2.00	each
2.16.d	Fourth Hour		$10.00	each
SECTION 3	FIRE DEPARTMENT			
3.4	Ambulance Service:			
3.4.a	Advanced Life Support (ALS)			
3.4.a.i	Non-Emergency	$737.00	$774.00	each
3.4.a.ii	Resident	$913.00	$959.00	each
3.4.a.iii	Non-Resident	$1,168.00	$1,226.00	each
3.4.a.iv	Basic Life Support (BLS) Non-Emergency	$481.00	$505.00	each
3.4.a.v	BLS Emergency – In District	$778.00	$817.00	each
3.4.a.vi	BLS Emergency – Out of District	$1,026.00	$1,077.00	each
3.4.a.vii	ALS-2	$1,316.00	$1,382.00	each
3.4.a.viii	Critical Care	$1,557.00	$1,635.00	each
3.4.b	Mileage:			
3.4.b.i	BLS Mileage and ALS Mileage – Resident	$16.00	$17.00	per mile
3.4.b.ii	BLS Mileage and ALS Mileage – Non-Resident	$20.00	$21.00	per mile
3.4.c	Treat and Release:			
3.4.c.i	Basic Evaluate/Treat No Transport	$215.00	$226.00	each
3.4.c.ii	BLS Emergency, no transport	$358.00	$376.00	each
3.4.c.iii	ALS Emergency, no transport	$413.00	$434.00	each
3.4.d	Ambulance Waiting Time	$182.00	$191.00	per hour
3.4.e	Standby	$176.00	$185.00	per hour
3.4.f	Empty return leg fee (combine service and mileage rates)			
3.4.f.i	Service Rate	$176.00	$185.00	per hour, 1 hour minimum
3.4.f.ii	Mileage Rate	Standard mileage rate for non-patient transport	Standard mileage rate for non-patient transport	
3.4.g	EIRMC INTRA (cancer)	$209.00	$219.00	each
3.4.h	EIRMC Home to Hospice	$275.00	$289.00	each
3.4.i	Engine Stand By (Event)	$200.00	$210.00	per hour
3.4.j	Single Resource with Medical Kit	$80.00	$84.00	per hour
3.5	Vaccine Administration Fee	$40.00	$42.00	each
SECTION 4	IDAHO FALLS POWER & FIBER			

Item Number	Department / Division / Item Description	Effective January 1, 2025 Fee	Proposed October 1, 2025 Fee	Unit of measurement
	Electrical Service			
4.5	Disconnect and Reconnection Fees -			
4.5.b	Non-Residential Electric Disconnect Fee	$50.00	$25.00	each
4.5.c	Non-Residential Electric Reconnect Fee	$50.00	$25.00	each
4.5.d	Non-Residential Electric Manual Disconnect Fee		$75.00	each
4.5.e	Non-Residential Electric Manual Reconnect Fee		$75.00	each
4.7	Line Extension for Single Family Home	$2,000.00	$2,100.00	per lot
4.8	Line Extension for Multi-Family Housing	$1,000.00	$1,100.00	per family unit
4.13	Commercial Rate – Base Energy Charge			
4.13.a	Base Energy Charge	$0.0440	$0.0450	per KWH
4.13.c	Demand Charge	$10.50	$11.00	per KW for all KW, with a minimum demand charge of $26 per month
4.14	Net Metering Commercial Rate			
4.14.a	Base Energy Charge Consumption	$0.0440	$0.0450	per KWH
4.14.b	Base Energy Charge Production	$0.0440	$0.0450	per KWH
4.14.d	Demand Charge	$10.50	$11.00	per KW for all KW, with a minimum demand charge of $26 a month
4.15	Industrial Rate			
4.15.a	Energy Charge	$0.0435	$0.0440	per KWH
4.15.c	Demand Charge	$8.25	$8.75	per KW for all KW
4.16	High Density Load Rate	-		
4.16.b	Demand Charge	$10.50	$11.00	per KW for all KW
4.18	Residential Energy			
4.18.a	Base Energy Charges	$0.0715	$0.0760	per KWH
4.18.b	Monthly Service Charge	$23.00	$24.00	per month
4.19	Net Metering Residential Rate			
4.19.a	Monthly Charge	$23.00	$24.00	per month
4.19.b	Base Energy Charge Consumption	$0.0715	$0.0760	per KWH
4.19.c	Base Energy Charge Production	$0.0715	$0.0760	per KWH
4.21	Temporary or Construction Electric Rate			
4.21.a	Base Energy Charge	$0.0715	$0.0760	per KWH
4.21.b	Monthly Service Charge	$35.00	$37.00	per month
4.27	Electric Vehicle (EV) Charging			
4.27.b	EV Charging Rate Utility Owned Point of Sale Charger	Actual Costs	$0.5600	per KWH
4.27.c	EV Charging Idle Fee		$1.00	per minute
	Public Unlit Fiber Optic Network			
4.3	Backbone Service Fee	$1,650.00	$ 1,700.00	per single pair fiber, per month
	Public Open Access Fiber Optic Network			
4.2	Monthly Provider Network Access	$1,000.00	$ 1,050.00	per month
4.19	250 Mbps Residential	$23.00	$ 25.00	per month
4.20	1 Gbps Residential	$27.00	$ 25.00	per month
4.21	5 Gbps Residential		$ 75.00	per month
SECTION 6	MAYOR'S OFFICE			
	Clerk Licenses and Fees			
6.2	Beer:			
6.2.e	~~License~~ Permit for Beer Sold or Donated for Benevolent, Charitable, or Public Purposes	$ 20.00	$ 20.00	each
6.2.g	~~License~~ Permit for Wine and Beer Sold or Donated for Benevolent, Charitable, or Public Purposes	$ 20.00	$ 20.00	each
6.3	Wine:			
6.3.c	~~License~~ Permit for Wine Sold or Donated for Benevolent, Charitable, or Public Purposes	$ 20.00	$ 20.00	each
6.3.f	~~License~~ Permit for Wine and Beer Sold or Donated for Benevolent, Charitable, or Public Purposes	$ 20.00	$ 20.00	each
6.4	Public Conveyance:			
6.4.a	Public Conveyance Company	$ 35.00	$ 35.00	per year, per vehicle
~~6.7~~	~~Day Care Licensing:~~			
~~6.7.a~~	~~Family Child Care License~~	~~$ 100.00~~		~~per two years~~
~~6.7.b~~	~~Group Child Care License~~	~~$ 200.00~~		~~per two years~~
~~6.7.c~~	~~Child Care Center~~	~~$ 275.00~~		~~per two years~~

Item Number	Department / Division / Item Description	Effective January 1, 2025 Fee	Proposed October 1, 2025 Fee	Unit of measurement
~~6.7.d~~	~~Child Care Worker Certification~~	~~$ 30.00~~		~~per five years~~
~~6.7.e~~	~~On-Site Non-Provider Certification~~	~~$ 30.00~~		~~per five years~~
~~6.7.f~~	~~Day Care Workers License, Criminal History F~~	~~$ 30.00~~		~~per five years~~
6.7.a	Bikeshare Business License	$ 25.00	$ 25.00	per year
6.10	Identification Badges:			
6.10.a	Public Conveyance Operator	$ 10.00	$ 10.00	each, every 3 years
6.10.b	Taxi Operator	$ 10.00	$ 10.00	each, every 3 years
6.10.c	Courtesy Vehicle Operator	$ 10.00	$ 10.00	each, every 3 years
6.10.d	Door-To-Door Solicitors	$ 10.00	$ 10.00	each, every 2 years
SECTION 7	MUNICIPAL SERVICES DEPARTMENT			
7.2	~~Civic~~ Frontier Center for the Performing Arts:			
SECTION 8	PARKS AND RECREATION DEPARTMENT			
	Tautphaus Park Zoo			
8.9.a	Admission			
8.9.a.i	Regular Admission – Adult			
8.9.a.i.1.	Non-Resident	$10.00	$12.50	each
8.9.a.i.2.	Resident	$7.00	$9.50	each
8.9.a.ii	Regular Admission – Child (3-12 Years)			
8.9.a.ii.1.	Non-Resident	$8.00	$9.50	each
8.9.a.ii.2.	Resident	$5.00	$6.50	each
8.9.a.ii.3.	Military Rate	$9.00	$9.50	each
8.9.a.iii	Regular Admission – Senior (62+)			
8.9.a.iii.1.	Non-Resident	$8.00	$11.00	each
8.9.a.iii.2.	Resident	$6.50	$7.00	each
	Recreation			
8.11	Recreation – 4801, 4802, 4805, 4806			
8.11.h	Recreation Center			
~~8.11.h.viii~~	~~Yearly Businessmen's Basketball Pass (Noon Ball)~~	~~$90.00~~	~~$90.00~~	~~each~~
8.11.i	Yoga at the Recreation Center	$200.00	~~$200.00~~	each
8.11.k	Basketball			
8.11.k.iii	~~Cleave Lewis~~ Basketball Skills Camp			
8.11.k.iv	~~Cleave Lewis~~ Basketball Camp			
8.11.k.x	~~Hispanic~~ **Men's** League **Spring**	$693.62	$693.62	each
8.11.r	Soccer			
~~8.11.r.ii~~	~~Men's Soccer League~~	~~$66.00~~	~~$66.00~~	~~each~~
~~8.11.r.iii~~	~~Clinics 12 U~~	~~$60.00~~	~~$60.00~~	~~each~~
~~8.11.r.iv~~	~~Clinics 10 U~~	~~$60.00~~	~~$60.00~~	~~each~~
~~8.11.r.v~~	~~Clinics 8 U~~	~~$42.00~~	~~$42.00~~	~~each~~
~~8.11.v~~	~~Taiko Drumming~~	~~$225.00~~	~~$225.00~~	~~each~~
~~8.11.w~~	~~Dance Lessons~~	~~$42.00~~	~~$42.00~~	~~each~~
~~8.11.x~~	~~Running Program~~	~~$72.24~~	~~$72.24~~	~~each~~
~~8.11.y~~	~~Jr. Posse Program~~	~~$55.86~~	~~$55.86~~	~~each~~
~~8.11.ab~~	~~Cyclocross Bike Races~~			
~~8.11.ab.i~~	~~Great Pumpkin Cross~~	~~$24.00~~	~~$24.00~~	~~each~~
~~8.11.ab.ii~~	~~Blue Goose~~	~~$24.00~~	~~$24.00~~	~~each~~
~~8.11.ae~~	~~Breakfast with Santa~~	~~$9.60~~	~~$9.60~~	~~each~~
~~8.11.af~~	~~Skateboard Programs~~			
~~8.11.ag~~	~~Skateboard Competition~~	~~$18.00~~	~~$18.00~~	~~each~~
~~8.11.ah~~	~~Fishing Buddies Clinic~~	~~$36.00~~	~~$36.00~~	~~each~~
~~8.11.ai~~	~~Fishing Clinic~~	~~$45.60~~	~~$45.60~~	~~each~~
~~8.11.aj.v~~	~~Posse Program Fees~~	~~$130.00~~	~~$130.00~~	~~per rider~~
	Golf			
8.13.a	Non-Resident Green Fees			
8.13.a.i	Weekday 9 Holes	$23.00	$24.50	each
8.13.a.ii	Weekday 18 Holes	$38.00	$39.50	each
8.13.a.iii	Weekend 9 Holes	$24.00	$25.50	each
8.13.a.iv	Weekend 18 Holes	$39.00	$40.50	each
8.13.b	Resident Green Fees			
8.13.b.i	Weekday 9 Holes	$20.00	$21.50	each
8.13.b.ii	Weekday 18 Holes	$35.00	$36.50	each
8.13.b.iii	Weekend 9 Holes	$21.00	$22.50	each
8.13.b.iv	Weekend 18 Holes	$36.00	$37.50	each
8.13.e	Resident Season Pass*			
8.13.e.i	First Adult*	$1,006.01	$1,066.00	each
8.13.e.ii	Second Adult*	$855.24	$930.00	each
8.13.e.iii	First Senior 5-Day*	$784.85	$832.00	each

Item Number	Department / Division / Item Description	Effective January 1, 2025 Fee	Proposed October 1, 2025 Fee	Unit of measurement
8.13.e.iv	Second Senior 5-Day*	$730.73	$775.00	each
8.13.e.v	First Senior 7-Day*	$895.83	$950.00	each
8.13.e.vi	Second Senior 7-Day*	$841.72	$892.00	each
8.13.e.vii	Young Adult Pass*	$703.46	$746.00	each
8.13.e.viii	Full-Time Junior*	$331.56	$351.00	each
8.13.f	Non-Resident Season Passes*			
8.13.f.i	First Adult*	$1,057.93	$1,121.00	each
8.13.f.ii	Second Adult*	$895.58	$949.00	each
8.13.f.iii	First Senior 5-Day*	$821.00	$870.00	each
8.13.f.iv	Second Senior 5-Day*	$749.00	$794.00	each
8.13.f.v	First Senior 7-Day*	$940.00	$996.00	each
8.13.f.vi	Second Senior 7 Day*	$881.37	$934.00	each
8.13.q	Golf Sponsorship Packages			
8.13.q.i	Eagle Pass/Punch Partner Sponsorship package	$1,925.00	$2,225.00	each
8.13.q.ii	Birdie Pass/Punch Partner Sponsorship package	$1,325.00	$2,225.00	each
8.13.q.iii	Par Partner Sponsorship package	$1,075.00	$1,375.00	each
8.13.q.iv	Junior Partner Sponsorship package	$650.00	$800.00	each
8.13.q.v	Tee Marker Sign Ad - all 3 courses	$600.00	$700.00	each
SECTION 9	POLICE DEPARTMENT			
9.6.b	Euthanasia and Surrender Fees			
9.6.b.i	Euthanasia – Dogs and Cats (City Resident Only)	$40.00	$40.00	each
9.6.c	Adoption Fees			
9.6.c.i	Adoption - Any Cat (includes spay/neuter, rabies and microchip)	$110.00	$110.00	each
9.6.c.ii	Adoption - Any Male Dog (includes neuter, rabies, microchip and license)	$125.00	$125.00	each
9.6.c.iii	Adoption - Any Female Dog (includes spay/neuter, rabies and microchip)	$150.00	$150.00	each
9.6.c.iii	Cremation fee			
9.6.d.iii.1	City Resident			
9.6.d.iii.1.a	No ashes returned	$30.00	$30.00	each
9.6.d.iii.1.b	0-25 lbs with ashes returned	$70.00	$70.00	each
9.6.d.iii.1.c	26-60 lbs with ashes returned	$90.00	$90.00	each
9.6.d.iii.1.d	61-100 lbs with ashes returned	$125.00	$125.00	each
9.6.d.iii.1.e	100+ lbs with ashes returned	$165.00	$165.00	each
9.6.d.iii.2	Non-City Resident			
9.6.d.iii.2.a	No ashes returned	$80.00	$80.00	each
9.6.d.iii.2.b	0-25 lbs with ashes returned	$137.00	$137.00	each
9.6.d.iii.2.c	26-60 lbs with ashes returned	$160.00	$160.00	each
9.6.d.iii.2.d	61-100 lbs with ashes returned	$205.00	$205.00	each
9.6.d.iii.2.e	100+ lbs with ashes returned	$270.00	$270.00	each
SECTION 10	PUBLIC WORKS			
	Sanitation Division			
10.1	Monthly Residential Sanitation Charge:			
10.1.a	Cart or Hand-load Container:			
10.1.a.i	Weekly Pickup	$9.45	$9.90	per month
10.1.a.ii	Additional Cart, Weekly Pickup	$9.45	$9.90	per month, 3-month minimum billing
10.1.b	Shared Commercial Container	$9.45	$9.90	per month
10.3	Monthly Commercial and Industrial Charges:			
10.3.a	Cart or Hand-load Container:			
10.3.a.i	Weekly Pickup	$9.45	$9.90	per month
10.3.a.ii	Additional Cart, Weekly Pickup	$9.45	$9.90	per month, 3-month minimum billing
10.3.b	1 ½ C. Y. Container:			
10.3.b.i	Base Charge	$30.70	$32.24	per month
10.3.b.ii	Rate	$10.10	$10.60	per weekly pickup
10.3.c	3 C. Y. Container:			
10.3.c.i	Base Charge	$35.80	$37.60	per month
10.3.c.ii	Rate	$13.90	$14.60	per weekly pickup
10.3.d	4 C. Y. Container:			
10.3.d.i	Base Charge	$38.45	$40.35	per month
10.3.d.ii	Rate	$17.65	$18.55	per weekly pickup
~~10.4~~	~~Curbside Recycling~~			
~~10.4.a~~	~~Cart Pickup once every two weeks~~	~~$15.00~~		~~per month~~
	Street Division			
10.1	Candlesticks and Base replacement	$50.00	$57.13	Each
	Transit Division			

Item Number	Department / Division / Item Description	Effective January 1, 2025 Fee	Proposed October 1, 2025 Fee	Unit of measurement
10.6	Microtransit User Fee - Premium Expedited Service		$25.00	Each
	Wastewater Division			
10.3	Sewer Main Connection Charge	$28.35	$29.77	per front foot of property owned upon street or public right-of-way within which a sewer main is located
10.11	County and City Rates:			
10.11.b	City of Ammon – Monthly Idaho DEQ Wastewater Fee (Per Connection)	$0.15	$0.15	per connection per month
10.11.d	Iona Bonneville Sewer District – Monthly Idaho DEQ Wastewater Fee (Per Connection)	$0.15	$0.15	per connection per month
10.11.e	City of Ucon	$3.83	$3.66	per 1,000 Gallons
10.11.f	City of Ucon – Monthly Idaho DEQ Wastewater Fee (Per Connection)	$0.15	$0.15	per connection per month
10.12	Ammon, **Ucon,** and ISBD Wasterwater Service Connection Fee: Based on Water Service Connection Size			
10.12.a	1" Service Connection	$582.00	$582.00	each
10.12.b	1.5" Service Connection	$1,164.00	$1,164.00	each
10.12.c	2" Service Connection	$1,862.00	$1,862.00	each
10.12.d	3" Service Connection	$3,725.00	$3,725.00	each
10.12.e	4" Service Connection	$5,820.00	$5,820.00	each
10.12.f	6" Service Connection	$11,640.00	$11,640.00	each
10.12.g	8" Service Connection	$18,624.00	$18,624.00	each
	Water Division			
10.1.	Water Service Connection Fees:			
10.1.a	1" Service Connection	$3,080.00	$3,172.00	each
10.1.b	1.5" Service Connection	$5,544.00	$5,710.00	each
10.1.c	2" Service Connection	$8,932.00	$9,199.00	each
10.1.d	3'' Service Connection	$31,416.00	$32,354.00	each
10.1.e	4" Service Connection	$61,600.00	$63,440.00	each
10.1.f	6" Service Connection	$112,112.00	$115,461.00	each
10.1.g	8" Service Connection	$195,888.00	$201,739.00	each
10.2.	Short Term Suspension (Vacant for a minimum of 3 weeks or 21 calendar days, but not more than 6 months or 180 calendar days.)			
10.2.a	Requested within 5 business days, during regular business hours, 8:00 am to 5:00 pm	$10.00	$20.00	per request
10.2.b	Requested without 5 business days' notice, or after business hours	$20.00	$40.00	per request
10.3.	Water Main Connection Charge	$48.40	$50.80	per front foot of property owned upon street or public right-of-way within which a water main is located
10.4.	Service Call Charge	Actual Cost		
10.5.	Water Disconnection/Reconnection Fee	$25.50	$32.60	per service call
10.6.	Service/Inspection Call Charge: After-hour Service/Inspection Call Charge	$26.75	$38.35	per ½ hour
10.7.	Monthly Non-metered Residential Water Rates:			
10.7.a	Single Family Dwellings and Mobile Homes (excluding separate apartment units within such dwelling)	$31.60	$33.20	per month, per dwelling or unit
10.7.b	Large, Landscaped Residential Lot Rate	$22.50	$23.65	per month, per acre of fraction thereof over 0.75 acres
10.7.c	Duplex Rate	$31.60	$33.20	per month, per dwelling or unit
10.7.d	Apartment Unit (tenant pays bill)	$25.30	$26.55	per month, per unit
10.8.	Monthly Non-metered Commercial Water Rates:			
10.8.a	Category 1 (Commercial Apartment Buildings where landlord pays bill)	$25.30	$26.55	per month, per apartment unit
10.8.b	Category 2 (Bar, Church, Gym, Office Space, Retail, Salon, Shop, Warehouse)	$44.70	$46.95	per month, per business
10.8.c	Category 3 (Big Box Retail, Car Sales, Convenience Store, Day Care, Fast Food, Medical Office)	$56.00	$58.80	per month, per business
10.8.d	Category 4 (Hall, Restaurant)	$147.50	$154.90	per month, per business
10.8.e	Category 5 (Grocery Store, Hotel or Rest Home with 20 rooms or less)	$212.40	$223.00	per month, per business

Item Number	Department / Division / Item Description	Effective January 1, 2025 Fee	Proposed October 1, 2025 Fee	Unit of measurement
10.8.f	Category 6 (Hotel or Rest Home with more than 20 rooms)	$442.40	$464.50	per month, per business
10.9.	Monthly Non-metered School Water Rates:			
10.9.a	Elementary Schools	$18.75	$19.70	per month, per 50 students or fraction thereof
10.9.b	Junior High Schools, High Schools, Colleges, and Universities	$23.60	$24.80	per month, per 50 students or fraction thereof
10.10.	Monthly Non-metered Residential Irrigation Water Rate:			
10.10.a	Single Family Dwellings and Mobile Homes	$16.85	$17.70	per month, per dwelling or separately owned landscape parcel
10.10.b	Large, Landscaped Residential Lot Rate	$22.50	$23.65	per month, per acre of fraction thereof over 0.75 acres
10.10.c	Duplex Rate	$8.40	$8.80	per month, per dwelling or unit
10.10.d	Apartment Unit (tenant pays bill)	$4.20	$4.40	per month, per unit
10.11.	Monthly Non-metered Commercial Irrigation Water Rate (All Commercial Categories plus Private Parks, Privately Maintained Common Area or Parcel)	$0.30	$0.32	per month, per 100 square feet of calculated landscape area
10.12.	Monthly Non-metered School Irrigation Water Rate	$17.25	$18.10	per month, per acre or fraction thereof
10.13.	Water Meter Fees for New Development			
10.13.a	Water Meter and AMI Endpoint Purchase 1"	$370.23	$398.65	each
10.13.b	Water Meter and AMI Endpoint Purchase 1.5"	$802.78	$862.40	each
10.13.c	Water Meter and AMI Endpoint Purchase 2"	$1,024.95	$1,098.70	each
10.13.d	Water Meter and AMI Endpoint Purchase 3"	$2,413.59	$2,709.50	each
10.13.e	Water Meter and AMI Endpoint Purchase 4"	$2,954.60	$3,256.00	each
10.16.	Monthly Base Metered Water Rates, per size of water meter:			
10.16.a	5/8” Meter	$35.75	$37.55	per month
10.16.b	3/4” Meter	$35.75	$37.55	per month
10.16.c	1” Meter	$35.75	$37.55	per month
10.16.d	1-1/4” Meter	$44.85	$47.10	per month
10.16.e	1-1/2” Meter	$59.65	$62.65	per month
10.16.f	2” Meter	$71.50	$75.10	per month
10.16.g	3” Meter	$83.25	$87.40	per month
10.16.h	4” Meter	$119.00	$124.95	per month
10.16.i	6” Meter	$226.70	$238.05	per month
10.16.j	8” Meter	$357.40	$375.25	per month
10.17.	Monthly Metered Water Volumetric Rate	$0.90	$0.95	per month, per each 1,000 gallons used
10.20.	Recharge Adminstration and Sampling Fee		$10.75	per acre-foot or fraction thereof of water recharged

Memorandum

File #: 25-336 **City Council Meeting**

FROM: Pam Alexander, Municipal Services Director
DATE: Friday, August 1, 2025
DEPARTMENT: Municipal Services

Subject
Public Hearing to Levy 1% Forgone for Fiscal Year 2025/26

Council Action Desired
☐ Ordinance ☐ Resolution ☒ Public Hearing
☐ Other Action (Approval, Authorization, Ratification, etc.)
Conduct a public hearing to levy 1% of the 2025/26 forgone amount in accordance with Idaho Code §63-802(1)e(ii).

Description, Background Information & Purpose
The public hearing is scheduled for Thursday, August 14, 2025, at 7:30 pm in the Council Chambers of the City Annex Building located at 680 Park Avenue, in Idaho Falls, Idaho. The Notice of Public Hearing for the 2025/26 forgone intent to levy was published on Saturday, August 2, 2025, and Saturday, August 9, 2025.

Alignment with City & Department Planning Objectives



☐ ☒ ☐ ☐ ☐ ☐ ☐ ☐
Public hearings support the good governance community-oriented result by fostering innovative and sound fiscal management. Hearings enable participation, public trust, and transparency.

Interdepartmental Coordination
All City departments participated in the 2025/26 fiscal year budget.

Fiscal Impact
The proposed 2025/26 forgone levy will add up to $506,638, or 1% statutory allowable property tax for the fiscal year 2025/26, for the purposes of funding a portion of the additional 12 firefighter costs associated with the closure of the Staffing for Adequate Fire and Emergency Response (SAFER) grant received in the 2022/23 fiscal year budget.

Legal Review
The Legal Department concurs that the desired Council action complies with Idaho Code §63-802.

The City of Idaho Falls hereby gives notice of the City's intent to certify 1% of the City's forgone balance in the amount of $506,638.00 to be included in the City's 2025/26 budget for the specific purpose of funding a portion of the additional 12 firefighter costs associated with the closure of the Staffing for Adequate Fire and Emergency Response (SAFER) grant received in the 2022/23 fiscal year budget. A public hearing will take place on Thursday, August 14, 2025, at 7:30 pm, in the City Council Chambers located at 680 Park Avenue, Idaho Falls, Idaho.

Publish Dates: Saturday, August 2, 2025, and Saturday, August 9, 2025

Memorandum

File #: 25-337 **City Council Meeting**

FROM: Pam Alexander, Municipal Services Director
DATE: Friday, August 1, 2025
DEPARTMENT: Municipal Services

Subject
Public Hearing to Levy 1% Forgone for a Fire Department Capital Project for Fiscal Year 2025/26

Council Action Desired
☐ Ordinance ☐ Resolution ☒ Public Hearing
☐ Other Action (Approval, Authorization, Ratification, etc.)
Conduct a public hearing to levy 1% of the 2025/26 forgone for the specific purpose of funding a portion of the Fire Department storage facility, as a one-time capital project, in accordance with Idaho Code §63-802(1)(e)(iii).

Description, Background Information & Purpose
The public hearing is scheduled for Thursday, August 14, 2025, at 7:30 pm in the Council Chambers of the City Annex Building located at 680 Park Avenue, in Idaho Falls, Idaho. The Notice of Public Hearing for the 2025/26 forgone intent to levy was published on Saturday, August 2, 2025, and Saturday, August 9, 2025.

Alignment with City & Department Planning Objectives



☐ ☒ ☐ ☐ ☐ ☐ ☐ ☐
Public hearings support the good governance community-oriented result by fostering innovative and sound fiscal management. Hearings enable participation, public trust, and transparency.

Interdepartmental Coordination
All City departments participated in the 2025/26 fiscal year budget.

Fiscal Impact
The proposed 2025/26 forgone levy will add up to $500,000 or 1% statutory allowable property tax for the fiscal year 2025/26, for the purpose of funding the one-time capital Fire Department storage facility.

Legal Review
The Legal Department concurs that the Council action complies with Idaho Code §63-802(1)(e)(iii).

The City of Idaho Falls hereby gives notice of the City's intent to certify 1% of the City's forgone balance in the amount of $500,000.00 to be included in the City's 2025/26 budget for the specific purpose of funding a portion of the Fire Department Storage Facility essential for Fire operations. A public hearing will take place on Thursday, August 14, 2025, at 7:30 pm, in the City Council Chambers located at 680 Park Avenue, Idaho Falls, Idaho.

Publish Dates: Saturday, August 2, 2025, and Saturday, August 9, 2025

Memorandum

File #: 25-338 **City Council Meeting**

FROM: Pam Alexander, Municipal Services Director
DATE: Friday, August 1, 2025
DEPARTMENT: Municipal Services

Subject
Public Hearing for the 2025/26 Fiscal Year Budget

Council Action Desired
☐ Ordinance ☐ Resolution ☒ Public Hearing
☐ Other Action (Approval, Authorization, Ratification, etc.)
Conduct a public hearing for the 2025/26 fiscal year budget.

Description, Background Information & Purpose
The Public Hearing has been scheduled for Thursday, August 14, 2025, at 7:30 pm in the Council Chambers of the City Annex Building located at 680 Park Avenue, Idaho Falls, Idaho. Pursuant to Idaho Code §50-1002, the Notice of Public Hearings for the 2025/26 fiscal year budget was published on Saturday, August 2, 2025, and Saturday, August 9, 2025.

Alignment with City & Department Planning Objectives



☐ ☒ ☐ ☐ ☐ ☐ ☐ ☐
Public Hearings support the good governance community-oriented result by fostering innovative and sound fiscal management. Hearings enable participation, public trust, and transparency.

Interdepartmental Coordination
All city departments have participated in the 2025/26 fiscal budget process.

Fiscal Impact
Approval of the Tentative 2025/26 fiscal year budget occurred on Thursday, July 31, 2025, in a Council Budget meeting. This approval established a maximum level for total expenditures that cannot be exceeded in the appropriations ordinance.

Legal Review
The Legal Department concurs that the desired Council action complies with Idaho Code §50-1002.



2026
PROPOSED ANNUAL BUDGET

IDAHO FALLS

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IDAHO FALLS



IDAHO FALLS OVERVIEW

IDAHO FALLS OVERVIEW



City Taxpayers—

I'm pleased to report the budget for the upcoming fiscal year once again represents sound financial management of precious taxpayer resources. This budget is the product of months of listening, planning, prioritizing and deliberating. It balances community needs with available financial resources. I am confident that anyone who reviews any program, projected purchase, or capital plan will find fiscally responsible and responsive decision-making on every page. Everyone is invited to study this budget and contact us with your questions.

Our City's budget for Fiscal Year 2025/2026 is $389.6 million. This very large number communicates Idaho Falls' budget is unique. Most city budgets in Idaho don't include the services and amenities that Idaho Falls provides. Idaho Falls is the only Idaho municipality to generate its own electricity while also operating a regional airport, providing fiber to homes, maintaining its own roads, gutters, and sidewalks along with offering emergency medical services and public micro transit. These amenities confer significant savings to City residents even as they set the City apart. This wide array of services, when taken together, serve to make Idaho Falls a regional hub for the energy, agriculture, retail, medical and arts/tourism sectors that drive our economy and make this the kind of place where people want to live.

It is also worth noting that a budget is *not* a promise to spend money. Rather, a budget is foremost a planning document designed to capture anticipated spending according to planning for the wellbeing of our residents. To meet budget deadlines, City staff must anticipate increases in the cost of programs, supplies, materials and commodities, as well as inflation, wages and benefit costs—sometimes up to 18 months in advance. Budgeting is not only required by the law, but also critical to ensure Idaho Falls residents receive the services they need today, and that timely capital improvements are made to address the demands of our growing city tomorrow.

When developing this budget, City leaders considered the City's Strategic Plan, which envisions a welcoming, safe, attractive, and diverse community that embraces opportunities and forward-thinking approaches to problems. The budget also incorporates the City Council's priorities, which are aligned with the aspirations outlined in the strategic plan. The aspirations include ideas like building a **Healthy Community**, stoking **Economic Vibrancy**, strengthening **Relationships and Partnerships**, championing **Good Governance** and **Financial Sustainability**, providing **Safety** and **Resource Stewardship** while looking to the future by **Planning for Tomorrow**. We encourage all to check out the strategic plan on the City website.

I can assure residents this budget has been crafted to allow the City to continue providing essential services such as public safety, roads and bridges, fire protection and building permits, as well as all-important utility services like water, wastewater, sanitation and power and fiber. The budget also funds value-enhancing services like parks and trails, planning and urban forestry. Quality of life programming in the budget includes worthwhile recreational activities, including an aquatic center and a zoo, the Frontier Center for the Performing Arts and the Idaho Falls Public Library.

I express my deep gratitude to City Councilors, Department Directors, and the financial team for all their hard work. Anticipating so many costs and needs can be a daunting task. It takes a talented and experienced team to bring it all together. I am confident the planning and careful funding decisions in this budget will help Idaho Falls continue moving forward with an improved quality of life for all our residents.

Sincerely,



Rebecca Casper, Mayor

DIRECTORY OF CITY OFFICIALS



Mayor
Rebecca Casper
mayor@idahofalls.gov



Council President
Lisa Burtenshaw
lburtenshaw@idahofalls.gov



Council Member
Michelle Ziel-Dingman
mdingman@idahofalls.gov



Council Member
Jim Freeman
jfreeman@idahofalls.gov



Council Member
Jim Francis
jfrancis@idahofalls.gov



Council Member
John Radford
jradford@idahofalls.gov



Council Member
Kirk Larsen
klarsen@idahofalls.gov

PROFESSIONAL STAFF

Airport Director
Ian Turner

Chief of Staff
Margaret Wimborne

City Attorney
Michael Kirkham

City Clerk
Emily Geisler

Community Development Director
Wade Sanner

Economic Development/Gov. Affairs Admin
Catherine McClure

Finance Manager/Treasurer
Mark Hagedorn

Fire Chief
Duane Nelson

Human Resources Director
Darin Jones

Idaho Falls Power Director
Travis Prairie

Library Director
Robert Wright

Municipal Services Director
Pamela Alexander

Parks & Recreation Director
Paul Holm

Police Chief
Bryce Johnson

Public Works Director
Chris Fredericksen

ACKNOWLEDGMENTS

This document was prepared by a team of City of Idaho Falls staff members who showed dedication in providing a meaningful, useful document for the benefit of the citizens and the City of Idaho Falls organization. We recognize the management team and their staff for assisting with the preparation of this document and their contributions to the budget process.



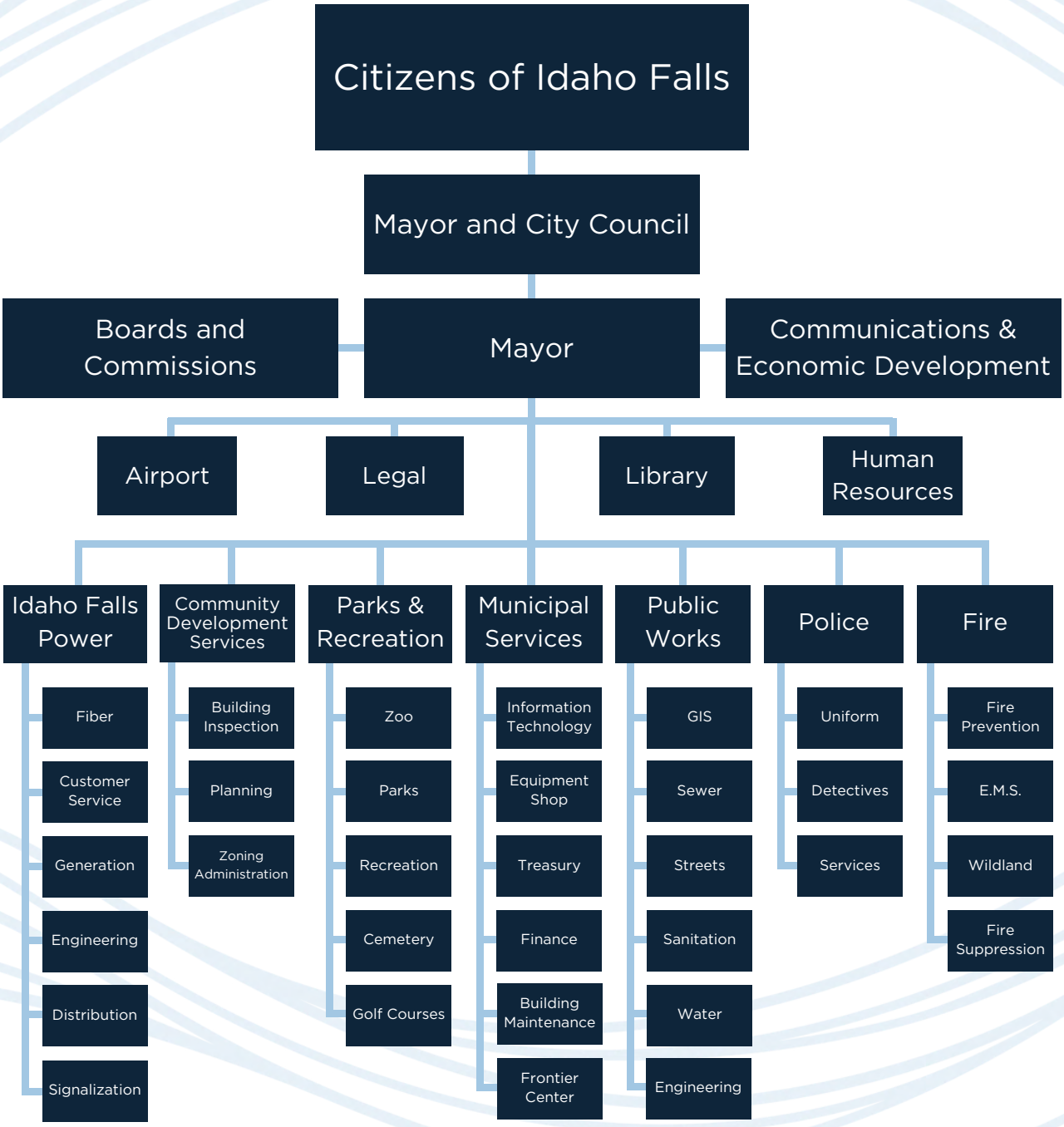
FORM OF GOVERNMENT

The City of Idaho Falls was incorporated in 1889 under the laws of the State of Idaho. The City operates under a Mayor-Council form of government and provides the following services: general administrative services, planning and building, public safety (police, fire, ambulance), parks and recreation, library, public works, airport, electric, and fiber. Policy-making and legislative authority are vested in a governing council (Council) consisting of the Mayor and six council members. The Council is elected on a non-partisan basis. Council members serve four-year staggered terms, with three council members elected every two years. The Mayor is elected to serve a four-year term. The Mayor and council members are elected at large.

CITY PROFILE

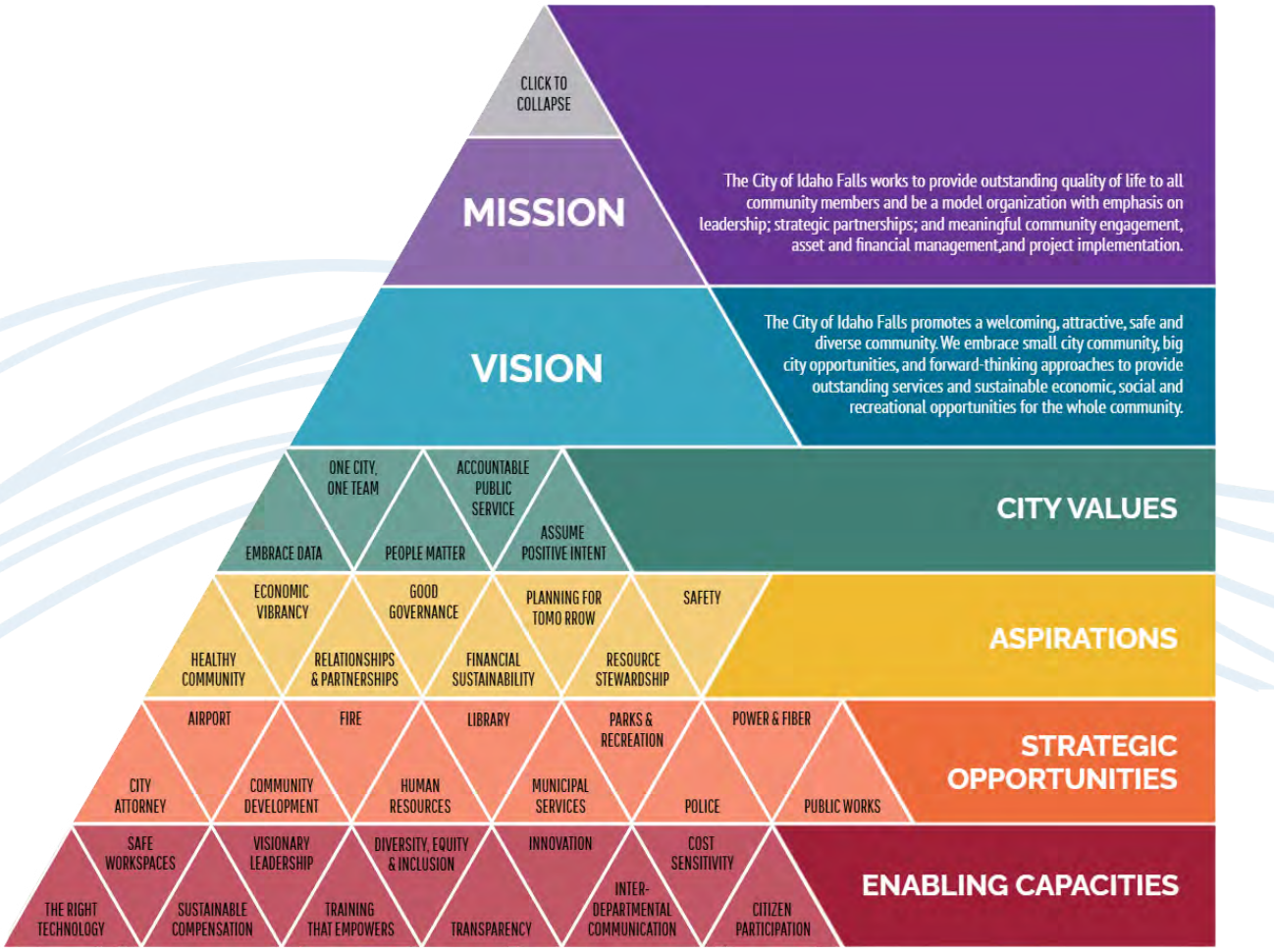
The City of Idaho Falls is located in Idaho's southeastern corner and sits along the banks of the Snake River. The City currently occupies a land area of approximately 27 square miles with an estimated population of around 68,000. Idaho Falls is the largest city east of Idaho's capital.

CITY OF IDAHO FALLS ORGANIZATIONAL CHART



STRATEGIC PLAN

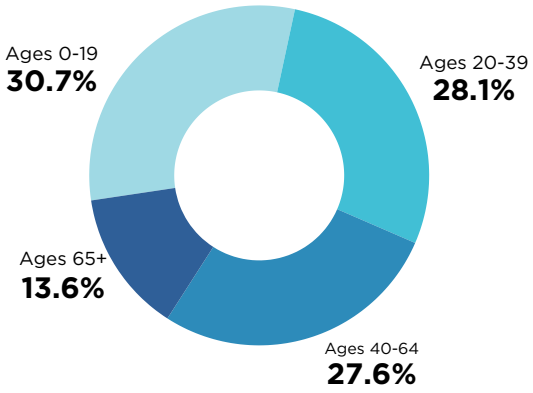
The City of Idaho Falls' Strategic Plan captures the community's vison for Idaho Falls.



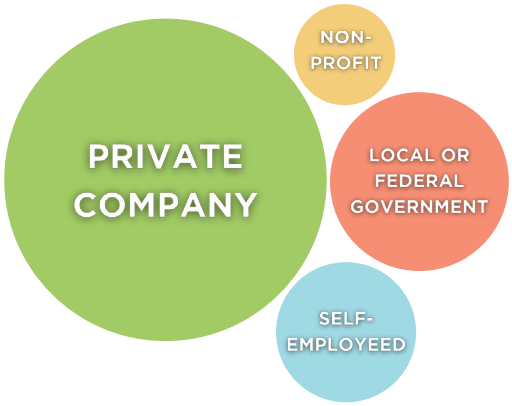
IDAHO FALLS BY THE NUMBERS



Age Demographics



Class of Worker



Average Income

Median Household Income
$63,049

Median Home Value
$420,000

Source: United States Census

Housing Units in the City

25,394

Average Household Size

2.66

Employment Rate

97%

MAP AND LAND

GEOGRAPHICAL DESCRIPTION

The City of Idaho Falls encompasses 27 square miles in Bonneville County and is approximately 280 miles east of Boise, 215 miles north of Salt Lake City, Utah, and about 100 miles west of Yellowstone and Grand Teton national parks.

As the fourth largest city in the state, Idaho Falls provides a welcoming business environment, some of the lowest utility rates in the nation, and unparalleled leisure opportunities.

The city's vibrant and evolving economy is the perfect environment and regional hub for emerging industries, large and small. Idaho Falls' anchor industries include clean energy, cybersecurity, advanced manufacturing, food processing, agriculture, healthcare, tourism, and outdoor recreation.

As the city continues to grow, Idaho Falls strives to provide residents with an unrivalled quality of life. The city has worked to accentuate the majestic Snake River. Idaho Falls' river walk, bike trails, golf courses, and city parks allow residents to enjoy nature just a few minutes from home. The city also is home to a minor league baseball team and a minor league hockey team, as well as a vibrant downtown, a summer farmer's market, and lots of special events and activities.



TRANSPORTATION & CONNECTIVITY

AIRPORT

The Idaho Falls Regional Airport is the second busiest airport in Idaho with cargo, general aviation, and commercial aviation operations with an estimated annual economic impact of around $150 million, according to the Idaho Transportation Department. Five airlines fly out of Idaho Falls to more than a dozen non-stop destinations connecting travelers to the entire world.

Regional Hub

More than 300,000 people live within an hour of Idaho Falls, and come to the city to play, seek medical care and do business.

Roads & Highways

Four major highways – Interstate 15, Idaho Highway 20, Idaho Highway 26 and Idaho Highway 91 –connect Idaho Falls to the state and nation.



FACILITIES & ASSETS



ADMINISTRATIVE FACILITIES

Historic downtown building housing core city services. Includes adjacent Annex and other city offices throughout Idaho Falls.



IDAHO FALLS POWER

Low-cost, electricity from five hydropower plants supplying one-third of the city's power. Nationally recognized for reliability.

4
HYDROELECTRIC PLANTS

784
784 LANE MILES OF ROADWAY

95%
FIBER-TO-THE-HOME COVERAGE



FIRE DEPARTMENT

Largest in southeast Idaho with 144 staff across six stations. Serves Idaho Falls and surrounding counties. New station coming to support growth.



PUBLIC WORKS

Provides water, wastewater, and sanitation services to residents and businesses.



IDAHO FALLS POLICE COMPLEX

New standalone headquarters opened in 2024—IFPD's first dedicated facility. Committed to serving and protecting our community.



FRONTIER CENTER

Idaho Falls' largest performing arts venue has enriched the community for over 70 years.



IDAHO FALLS PUBLIC LIBRARY

A hub of learning and connection, offering events, programs, and resources that enrich lives and build community.



MELALEUCA FIELD

3,600-seat baseball stadium, home to the Idaho Falls Chukars.

50+
PARKS

1,936
ACRES

26
MILES OF TRAILS

IDAHO FALLS RIVERWALK



PARK AMENITY HIGHLIGHTS

ATHLETIC FIELDS

SPORT COURTS

PLAY AREAS

ICE ARENA

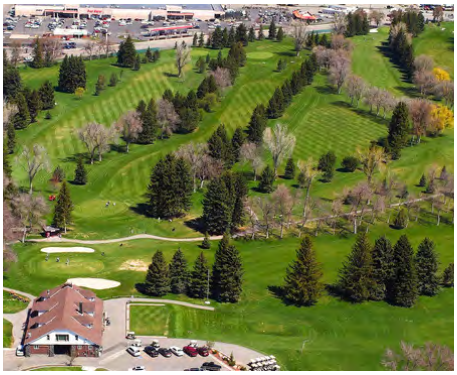
AQUATIC CENTER



IDAHO FALLS ZOO
The Idaho Falls Zoo, known as the "Best Little Zoo in the West," features 130 species and educational exhibits.



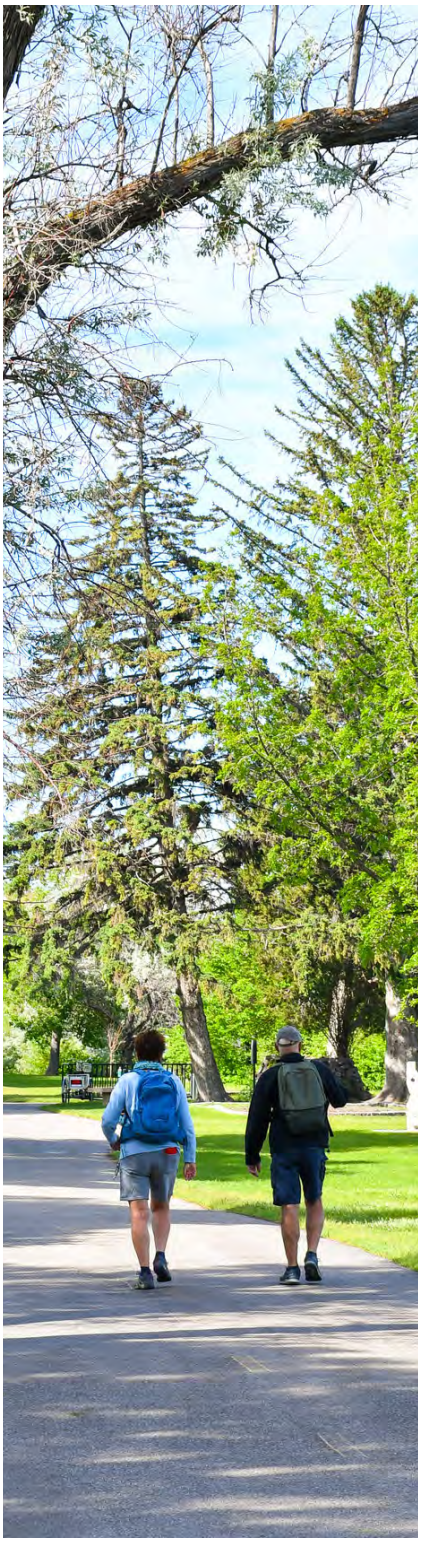
FUNLAND AT THE ZOO
An Idaho Falls favorite since 1947. Restored and reopened in 2023, it offers classic rides and nostalgic charm.



IDAHO FALLS GOLF
Three championship golf courses: Pinecrest, Sand Creek, and Sage Lakes, each offering unique features and amenities for golfers of all skill levels.



WAR BONNET RODEO
Idaho's oldest professional rodeo, held each August and honored as the, "Best Medium-Sized Rodeo in Idaho."



IDAHO FALLS LIVABILITY

Known for its beautiful natural surroundings, accessibility to recreation, affordability and vibrant culture scene, Idaho Falls is a pleasing place to grow a family and thrive economically with small business.

Crime, income levels, access to food, air quality, and walkability are all important factors when considering the economic viability of a place. Idaho Falls consistently scores well in all areas of vibrancy and excellence. The following recognition, honors, and awards have been bestowed on the city:

2021-2025
Milken Institute Best-Performing Small Cities
America's Best Performing Small City & one of the Top 5 Best Performing Small Cities.

2025
Association of Idaho Cities
City Achievement Award for the COPS program, a crisis intervention program through IFPD

2024
American Public Power Association
Certificate of Excellence in Reliability for Idaho Falls Power

2024
Idaho Transportation Department's
GIFT inducted into the Hall of Fame for Innovation

2024
PRCA Wilderness Circuit
War Bonnet Rodeo recognized as the Best Medium Rodeo in Idaho











IDAHO FALLS NATIONAL COMMUNITY SURVEY

Conducted earlier this year, the National Community Survey (NCS) highlights areas where Idaho Falls is performing well while also identifying opportunities for improvement. The statistically valid results show strong community satisfaction in many areas of City services and quality of life. This input will help guide future City initiatives and priorities.

92%

Rate fire services as excellent or good

91%

Feel safe in neighborhoods and Downtown

86%

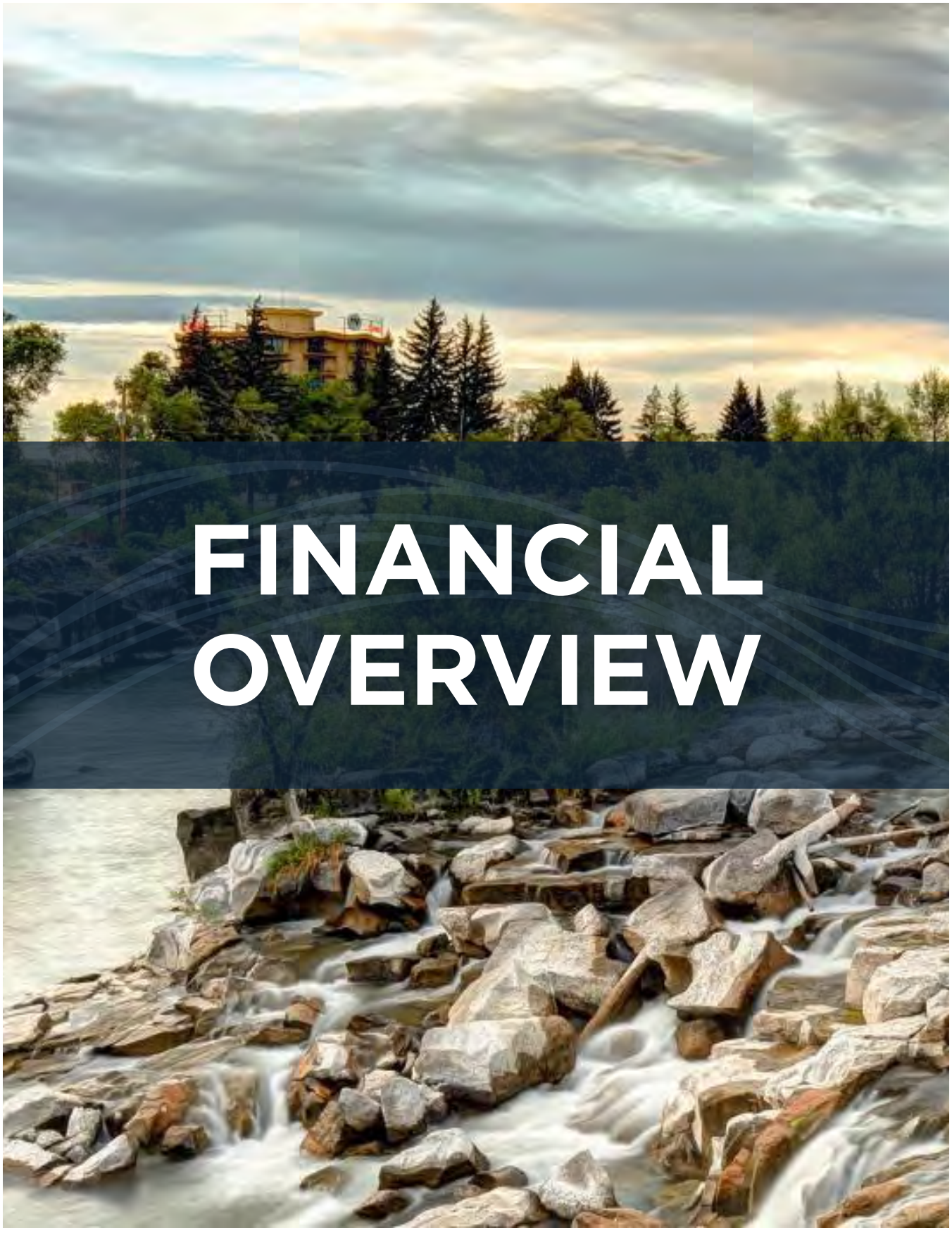
Rate the quality of the power utilities as excellent or good

76%

Rate overall city services as excellent or good

74%

Rate customer service by City staff as excellent or good



FINANCIAL OVERVIEW

FINANCIAL OVERVIEW

DESCRIPTION OF FUNDS

FUNDS

Funds are an accounting tool used to separate the financial activity of a city for legal or managerial purposes. Fund accounting reflects the fact that cities provide many different services. Different types of resources are used to pay for these services, including nonexchange transactions (e.g., property tax, grants, etc.), and exchange transactions (e.g., user fees, licenses, etc.).

The City of Idaho Falls (the City) utilizes two types of accounting funds, governmental funds and proprietary funds. The City uses governmental funds to account for the revenues and expenditures of activities such as; general government, public safety, streets, culture and recreation, public works, and capital outlays. The General Fund is the most significant governmental fund and it is used mainly to account for general government activities such as police, fire, parks, community development, municipal services, human resources, legal, and some public works functions. Proprietary Funds are also referred to as Enterprise Funds and account for functions such as Idaho Falls Power, Water, Wastewater, Sanitation, and the Idaho Falls Regional Airport.

GOVERNMENTAL FUND TYPES

- **General Fund** – The General Fund is the City's primary operating fund. It accounts for all financial resources of the general government, such as general administration, police, fire, community development, parks and public works (except for those accounted for in another fund).
- **Special Revenue Funds** – Special revenue funds are used to account for and report the proceeds of specific revenue sources that are restricted to expenditures with a specific purpose other than debt service or capital projects. The City currently has the following special revenue funds:
  - **Street Fund** – The Street Fund is used to account for the operation of the street maintenance department. Financing is provided by state gasoline taxes and state revenue sharing. State law requires that gasoline tax revenue be used to maintain roads and streets.
  - **Recreation Fund** – The Recreation Fund is used to account for the operations of City-run recreation programs. Property taxes and user fees provide financing. The City assigns these revenues to finance recreation programs.
  - **Library Fund** – The Library Fund is used to account for the operations of the public library. Funding is provided principally through property taxes, which are assigned for library operations.
  - **Business Improvement District Fund** – This Fund accounts for the accumulation of cash which is set aside for specific purposes of the Business Improvement District.
  - **Golf Fund** – The Golf Fund is used to account for operations of the three publicly owned golf courses: Pinecrest, Sand Creek, and Sage Lakes. User fee provides financing. The City assigns these revenues to finance golf course maintenance and operations.
  - **Emergency Medical Service Fund** – The Emergency Medical Service (EMS) Fund accounts for the activities of operating the City's EMS services.
  - **Wildland Fire Fund** – The Wildland Fire Fund accounts for the operations and deployment of emergency medical technicians and firefighters to fires on state and federal lands. Revenues are received on a cost reimbursement basis for labor and per unit cost for equipment.
  - **Police Impact Fee Fund –** The Police Impact Fee Fund accounts for the collection of impact fee revenues associated with growth related to the Police Department. This Fund assists in paying for police vehicles and a portion of the new police station related to growth, as detailed in the Capital Improvement Plan and Development Impact Fee Study.

- **Fire Impact Fee Fund –** The Fire Impact Fee Fund accounts for the collection of impact fee revenues associated with growth related to the Fire and Emergency Medical Services Departments. This Fund assists in paying for equipment and facilities related to growth, as detailed in the Capital Improvement Plan and Development Impact Fee Study.
- **Parks & Recreation Impact Fee Fund –** This Fund accounts for the collection of impact fee revenues associated with growth related to the Parks & Recreation Department. This Fund assists in funding necessary capital costs for Parks & Recreation facilities related to growth as detailed in the Capital Improvement Plan and Development Impact Fee Study.
- **Streets Impact Fee Fund –** This Fund accounts for the collection of impact fee revenues associated with growth related to the Street Department. This Fund assists in funding necessary improvements to City transportation facilities, including arterial streets, arterial intersections, arterial bridges, arterial appurtenances, and related arterial capital improvements as detailed in the Capital Improvement Plan and Development Impact Fee Study.

- **Capital Project Funds** – Capital project funds are used to account for and report restricted financial resources and expenditures for capital outlays, including the acquisition or constriction of capital facilities and other capital assets. The City currently has the following capital project funds:
  - **Public Works Capital Improvement Fund** – This Fund is used to account for the acquisition and construction of capital assets, including City infrastructure. Revenues are derived from property taxes.
  - **Street Capital Improvement Fund** – This Fund is used to account for monies received from the State of Idaho, which are used for large, future street projects.
  - **Bridge and Arterial Street Fund** – This Fund is used to account for the construction of bridges and street connections, which are the City's responsibility. Revenues are derived from the payment of bridge and arterial street fees. This fund is being closed out to the Street Capital Improvement fund.
  - **Traffic Light Capital Improvement Fund** – This Fund is used to account for the design and construction of traffic lights. Revenues are derived from the power fund. This fund is being closed out and to be rolled directly into the Idaho Falls Power Fund Traffic Division.
  - **Fire Capital Improvement Fund** – This Fund is used to account for the design and construction of capital improvements for the Fire Department. Revenues are from property taxes and transfers from the Fire Impact Fees and Wildland Funds.
  - **Zoo Capital Improvement Fund** – This Fund is used to account for surcharge revenue from admissions to the Zoo. This Fund also accounts for Zoo donations intended for capital improvements. All expenditures are intended to be funded by surcharges and donations.
  - **Frontier Center Capital Improvement Fund** – This Fund accounts for donations and other available funding sources intended for capital improvements of the Frontier Center for the Performing Arts. All expenditures are funded by donations, or with a City match requirement.
  - **Golf Capital Improvement Fund** – This Fund accounts for the three golf courses' surcharge revenue. This Fund also accounts for large capital projects at the courses, such as replacing the irrigation system at Pinecrest Golf Course.

PROPRIETARY FUND TYPES

- **Enterprise Funds** – Enterprise fund accounting is designed to highlight the extent to which fees and charges are sufficient to cover the cost of providing goods and services; and are usually used to report any activity for which a fee is charged to external users for goods and services.
  - **Airport Fund** – The Airport Fund accounts for the activities of the City's airport operations, and capital infrastructure.
  - **Airport Passenger Facility Charge Fund** - This Fund accounts for the accumulation of passenger facility charges (PFCs) paid by airlines. These funds are accumulated to pay for projects applied for, and approved by the Federal Aviation Administration (FAA); often as a match for federal grants, debt service or equipment.

- **Airport Customer Facility Charge Fund** - This Fund accounts for the accumulation of customer facility charges (CFCs) paid by car rental providers. These funds are accumulated to pay for improvements to the Airport, related to rental car companies.
- **Water Fund** – The Water Fund is used to account for the operations of the City's water utility system. The City operates 19 wells and a water distribution system.
- **Sanitation Fund** – The Sanitation Fund accounts for the activities of the City's trash collection operations.
- **Power Fund** – The Idaho Falls Power Fund accounts for the activities of the City's electric generation, transmission, and distribution operations.
- **Fiber Fund** – The Fiber Fund accounts for the activities of the City's Fiber to Home Project, fiber leasing, and other distribution services.
- **Wastewater Fund** – The Wastewater Fund is used to account for the operations of the City's sewer utility system. The City operates a sewage treatment plant, sewage pumping stations and collection systems.

- **Internal Service Fund** – Internal service funds are used to provide a mechanism to allocate shared costs within the government itself or with other governmental entities to promote the efficiency or effectiveness of a shared activity.
  - **Risk Management Fund** – This Fund is used to account for risk management services for workers' compensation and other insurances provided to City departments. The funding for worker's compensation is managed through risk factors associated with job categories and departments. Property, General Liability, and other insurance premiums. Claims are funded through cost allocations. The intention of this Fund is to establish a reserve for future potential costs.
  - **Health Insurance Fund** – This Fund accounts for resources that have been segregated for future use in health insurance decisions.

FUND AND DEPARTMENT STRUCTURE BUDGETED FUNDS		
FUND TYPE	**Fund #**	**Fund Name/Department**
GENERAL FUND		
	001	Mayor And Council
	001	Legal
	001	Municipal Services
	001	Non-Departmental
	001	Community Development
	001	Human Resources
	001	Police
	001	Fire
	001	Parks
	001	Public Works
SPECIAL REVENUE FUNDS		
	010	Streets
	011	Recreation
	012	Library
	016	Business Improvement District
	018	Golf
	023	Emergency Medical Service
	024	Wildland Fire
	032	Police Impact Fees
	033	Fire Impact Fees
	034	Parks and Recreation Impact Fees
	035	Streets Impact Fees
	090	Budgetary
CAPITAL IMPROVEMENT FUNDS		
	041	Public Works Capital Improvement
	042	Street Capital Improvement
	043	Bridge & Arterial Street Capital Improvement
	046	Traffic Light Capital Improvement
	048	Fire Capital Improvement
	049	Zoo Capital Improvement
	050	Frontier Center Capital Improvement
	051	Golf Capital Improvement
ENTERPRISE FUNDS		
	060	Airport
	013	Airport Passenger Facility Charge (PFC)
	021	Airport Customer Facility Charge (CFC)
	061	Water
	062	Sanitation
	064	Power
	067	Fiber
	068	Wastewater
INTERNAL SERVICES		
	019	Risk Management
	020	Health Insurance

ACCOUNTING BASIS

The City of Idaho Falls finances are accounted for in accordance with Generally Accepted Accounting Principles (GAAP) by the Governmental Accounting Standards Board (GASB). The government-wide and proprietary finances are reported using the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

The City budget is prepared using the modified accrual basis of accounting. Revenues are recognized when they have been earned and they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the City of Idaho Falls considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service principal and interest expenditures on general long-term debt, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due. General capital asset acquisitions, including entering into contracts giving the City the right to use leased assets, are reported as expenditures in governmental funds. Issuance of long-term debt and financing under capital leases are reported as other financing sources.

FISCAL YEAR 2025/2026 CITY OF IDAHO FALLS BUDGET ASSUMPTIONS

The following assumptions were used in the creation of enclosed budget documents.

- Salaries and wages of regular employees (also known as benefited employees) were calculated with the following adjustments

  a. General employees - 3% wage increase in addition to step and grade changes

  b. Fire Union employees - 3% wage increase in addition to step and grade changes

  c. Idaho Falls Power Department - 6% market adjustment

- Health benefits were calculated using a 9.9% increase for medical, 20.0% increase for vision, and 20.0% for dental insurance. This assumes no plan changes. The City has continued health insurance savings to smooth future funding of health insurance changes.
- Interdepartmental charges were reviewed and some minor changes were made from the previous year. The allocable value of interdepartmental charges are based on their respective proposed budgets.
- The Enterprise Resource Planning (ERP) Software Replacement Project is estimated to spend $3 million, with $2.5 million assumed as budget carryforward and will be funded by Idaho Falls Power and Public Works departments to be repaid in future years through cost allocation.
- Uses of accumulated Municipal Equipment Replacement Funds (MERF) are budgeted within departments and divisions as MERF Expenditures and not in a separate fund. Resources set aside in the current year towards future MERF equipment are budgeted for as MERF Allocation and the previous year's accumulated resources for the purchase of MERF equipment are presented within the Revenues and Resources within the Estimated Beginning Fund Balance.
- Grant obligations are included in each department and division and are represented as offsetting intergovernmental revenue and grant expenditures. Departments were instructed to only include grants and contributions that have been awarded. Planned applications or recently submitted applications for grants and contributions should not be included in the budget. If new awards are received during an approved budget year, the department receiving the award will be provided contingency budget authority for those awards.
- Property taxes are assumed to increase by 3% and the assumed increase related to growth and annexation of $908,276 is included. An estimated $506,638 of 1% foregone property tax has also been included to fund firefighters previously funded by a grant and an additional $500,000 in foregone property tax has been assumed for the Fire Storage Facility capital project.

- Services provided directly to Enterprise funds from the Governmental funds have been allocated directly to those departments and divisions.
- Estimated Beginning Fund Balance has been added this year in the Additional Resources section to show the resources accumulated or available to fund contingencies, and current or future departmental needs.
- Reserves have also been included in the Additional Resources section to demonstrate the funds restricted for debt service or accumulated to fund future capital needs, self-insurance, health insurance changes, conservation, or rate stabilization.
- Contingency has been included in the Airport fund for the terminal expansion project to provide excess budget authority if additional capacity is needed to continue this project. The Library and General Fund also have contingency included to provide budget authority for encumbrance rollovers and unexpected costs or projects.

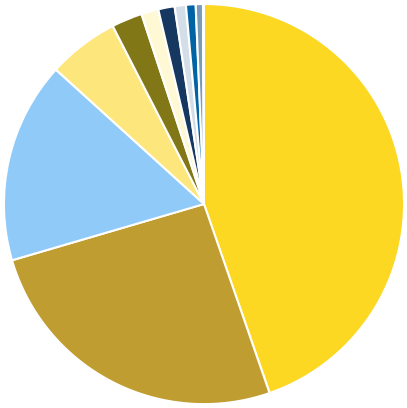
REVENUE AND RESOURCE HIGHLIGHTS

The total anticipated revenues for Fiscal Year 2025/2026 budget are $320.4 million. The increase in revenues is $9.4 million (3.0%) compared to Fiscal Year 2024/2025 adopted budget of $311.0 million. Some of the changes in revenue are listed below:

Changes in Revenue:

- Decrease in debt proceeds revenue due to expected completion of power peaking plant construction.
- Services provided directly to Enterprise funds from the Governmental funds have been allocated directly to those departments and divisions.
- The proposed property tax increase to be approved by Council is the State statutory allowable 3% increase, 1% foregone property tax for operations, $500,000 of foregone property tax for capital projects, and the new construction and annexation added in the previous year.
- The City's charges for services revenue is expected to increase by 4.7% over the prior year. This increase is attributed to growth and rate increases in the City's utility services of power, fiber, water, sanitation, and wastewater.
- Intergovernmental revenues are expected to increase by 10.7% over the prior year. The Emergency Medical Services (EMS) fund is expecting to receive a new source of revenue from Medicaid Ground Emergency Medical Transport (GEMT) in Spring 2026. The Fire Department has also been awarded a Hazmat grant for equipment. Increases are also expected in Federal Aviation Administration (FAA) grants to fund Airport improvements, including terminal expansions.
- The City received $10.6 million from the American Rescue Plan Act (ARPA) and the State and Local Fiscal Recovery Funds (SLFRF). It is estimated to have spent approximately $10.2 million by the end of Fiscal Year 2024/2025. The remaining $0.4 million is allocated to pay for a Bearcat G3 (on order) for the Police Department.

This year the budget also includes an Additional Resource section to show the projection of $166.4 million in Estimated Beginning Fund Balance and $97.2 million of that held in reserve for various needs including future capital, rate stabilization, conservation, debt service, self insurance, and health insurance.



REVENUES BY SOURCE		
Charges For Services	$143,205,981	44.69%
Intergovernmental Revenue	$82,601,931	25.78%
Taxes And Franchises	$52,120,534	16.27%
Debt Proceeds	$18,368,229	5.73%
Licenses And Permits	$7,936,675	2.48%
Non Revenue Transfer	$4,450,000	1.39%
Investment Income	$4,198,779	1.31%
Contributions & Donations	$2,935,419	0.92%
Miscellaneous	$2,490,592	0.78%
Rentals & Leases	$1,864,160	0.58%
Fines & Forfeitures	$240,550	0.08%
Total	**$320,412,849**	**100.00%**

PROPERTY TAXES HIGHLIGHTS

Property taxes represent the general government's most important and significant revenue source. Property tax is the allocation of costs for City services to citizens. Property tax revenues are used for core services of police, fire, parks and recreation, streets, library, community development, and general administration. The City does not directly charge property owners or assess tax to citizens. Bonneville County (the County) is responsible for billing and collecting property taxes. The County assesses taxes to property owners by property value. The County Assessor establishes a value for each property. Property owners have a right to contest values assessed through the County's appeal process. Once assessed values are established, the County calculates a levy rate by dividing the total certified tax amount from the City by the total assessed value. This levy rate is then applied to each property owner's assessed value. A table presented below shows a history of the City's certified tax requests, and the calculated levy rate.

The State of Idaho (the State) outlines and governs how governments can certify tax increases. The State allows taxing districts to increase their property tax request by up to 3% plus the value of new construction and annexation properties added to the City in the previous year that were not included in the City's total assessed value. The State limits the total increase to be no greater than 8%. If the City does not use the full amount of the 3% allowable of the new construction and annexation, then the remaining amount can be reserved for future years. The reserving of certified tax dollars is called forgone. The City is allowed to use accumulated forgone property taxes through a limited levy. The City is not reserving any additional forgone in Fiscal Year 2025/2026, and is using 1% to fund firefighters previously paid for by a grant in an amount expected to be $506,638, and $500,000 in foregone to fund a portion of the construction of a Storage Facility for the Fire Department. These uses of foregone would leave a remaining accumulated forgone amount of $5,026,474.

The tables presented below show how the allowable property tax is determined.

PROPERTY TAX CALCULATION

Calculation of Taxes	
Last year's amount	$ 47,681,429
Estimated New Annexation	4,241
Estimated New Construction	904,035
3% Statutory Increase	1,449,191
Foregone	506,638
Foregone for Capital Projects	500,000
Estimated Property Taxes	**$ 51,045,534**
Foregone Current Balance	$ 6,033,112
Planned Use of Foregone	(1,006,638)
Estimated Ending Foregone Balance	**$ 5,026,474**

PROPERTY TAX ALLOCATION

	Current Allocation	Property Tax by Request	Difference
Fire Capital Improvement Fund	$ 401,524	$ 500,000	$ 98,476
General Fund	38,323,728	42,571,925	4,248,197
Library Fund	2,978,711	3,042,763	64,052
Public Works Capital Improvement Fund	790,000	790,000	-
Recreation Fund	1,187,466	1,187,466	-
Street Fund	4,000,000	2,953,380	(1,046,620)
	$ 47,681,429	**$ 51,045,534**	**$ 3,364,105**

PROPERTY TAX TABLE

	2022	2023	2024	2025	(Estimated) 2026
Valuation	$ 5,317,114,014	$ 7,052,741,278	$ 8,296,469,966	$ 8,103,605,399	$ 8,683,285,622
Certified Property tax	$ 40,674,682	$ 42,697,326	$ 44,838,106	$ 47,681,429	$ 51,045,534
Levy Rate	0.0076497670	0.0060540040	0.0054044800	0.0058839760	0.0058785967

Estimated 7.15% increase for property valuation

EXPENDITURE HIGHLIGHTS

The total proposed budget for Fiscal Year 2025/2026 is $389.6 million. Expenditures increased by $16.9 million (4.6%) compared to the Fiscal Year 2024/2025 adopted budget of $372.7 million.

Personnel Costs - This year's proposed salaries and benefits totaled $104.2 million which is an increase of 5.5% compared to salaries and benefits in Fiscal Year 2024/2025. The largest part of this increase is attributed to increases in benefit costs, market based wage adjustments, and step and grade increases.

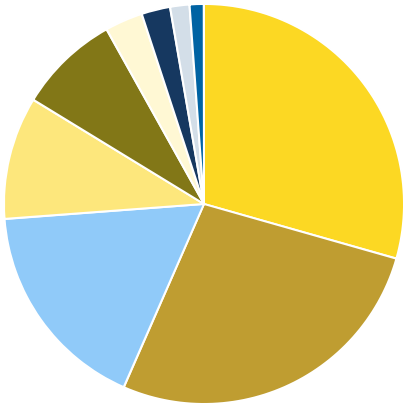
Other Operating Expenses - The City's other operational expenses including Current Operating Expenses, Grant Expenditures, Debt Service, and MERF Allocations increase by 0.2% from the prior year.

Capital Outlay - The current proposed capital outlay including MERF Expenditures is increasing by 1.5% primarily due to the anticipated completion of the Power Peaking Plant offset by increases related to the airport terminal expansion project.

Interfund Transfers - The interfund transfers (transactions between funds) have increased $1.7 million over the prior year. The increase is attributed to fire protection services for the Airport that will be provided by the City's Fire Department, and for services provided by the Governmental Funds being charged directly to Enterprise funds.

Contingency - Contingency has increased primarily for the Airport terminal expansion project to provide capacity within the budget authority for this project, unexpected costs, and encumbrance rollover for City obligations outstanding at the end of fiscal year 2024/25.

The next table details significant ongoing commitments and recurring agreements and debt service and lease payments made by the City for various services over future years.



EXPENDITURES BY FUNCTION		
Current Operating Expense	$120,612,314	29.40%
Capital Outlay	$111,473,524	27.17%
Salaries And Wages	$70,706,302	17.24%
Contingency	$40,705,682	9.92%
Benefits	$33,540,771	8.18%
Debt Service	$12,521,883	3.05%
Grant Expenditures	$9,579,691	2.34%
MERF Expenditures	$6,387,134	1.56%
MERF Allocation	$4,706,693	1.15%
Interdepartmental Charges	$(6,122,996)	(1.49)%
Cost Allocation Transfers	$(14,476,022)	(3.53)%
Total	**$389,634,976**	**100.00%**

MULTI-YEAR & RECURRING AGREEMENTS

Department	Vendor	Service	Annual Amount
Council	TRPTA GIFT	Public Transit Contribution	$410,000
Municipal Services	CentralSquare	NaviLine ERP Software	120,000
Municipal Services	N. Harris Computer Corp	Cayenta CIS Software	85,000
Municipal Services	SHI International Corp	Microsoft user licenses	250,000
Municipal Services	SpryPoint	Work & Asset Management Subscription	115,000
Municipal Services	Workday INC	Financial/HR Software Subscription	504,410
Municipal Services	VLCM/ArcticWolf	Cybersecurity Subscription	93,967
Municipal Services	Moss Adams	Financial Audit Services	196,425
Police Department	Bancorp	Police Vehicle Lease Payments	315,314
Police Department	Umpqua Bank	Police Vehicle Lease Payments	268,839
Police Department	KS Statebank	Police Vehicle Lease Payments	172,104
Police Department	Zion's Bank	Bond Payment for Police Complex	2,000,000
Police Department	LensLock Inc	Body Camera Service	210,016
Fire Department	PNC	Fire Engine Lease Payments	601,969
Fire Department	Stryker	Stryker360 Equipment	303,719
Risk Management	ICRMP	City Liability Insurance	1,600,000
Risk Management	Intermountain Claims	Worker's Compensation Administrator	1,500,000
Risk Management	Moreton Insurance	Worker's Compensation Secondary Insurance Policy	300,000
Idaho Falls Power	Alliant	Hydro Insurance	500,000
Idaho Falls Power	Cooperative Resource Center (CRC)	After Hours Call Center Service	90,000
Idaho Falls Power	Davey Tree	Tree Trimming Services	650,000
Idaho Falls Power	USIC Holdings Inc	Services/Locates	250,000
Idaho Falls Power	Bonneville Power Administration (BPA)	Block and Slice Power Sales Agreement	1,000,000 +
Idaho Falls Power	TEA	Slice Scheduling Software and Power Supply Consultant	600,000
Idaho Falls Power	UAMPS	Power Supply / Power Services JOA	1,000,000 +
Idaho Falls Power	Zion's Bank	Bond Payment for IFP, 2021 Series	1,553,950
Idaho Falls Power	Zion's Bank	Bond Payment for IFP, 2024 Series	3,761,750
Idaho Falls Power & Fiber	Red Inc.	Publications and Marketing	75,000
Idaho Falls Power & Fiber	UTOPIA	Fiber Joint Power Agreement	1,000,000 +
Airport	Ardurra	Environmental & Engineering Consulting Services	Varies per Work Order
Public Works	Idaho Department of Environmental Quality	Note Payable Payment for Wastewater	1,100,000
Public Works	Downtowner Holdings LLC	GIFT Transport Service	1,723,880

CAPITAL AND NEW EMPLOYEE REQUESTS - GENERAL FUND

General Fund Capital and Operating Budget Requests					
Description	Amount Revenue Covers	Employee	Capital	Repair and Maintenance	Total
Municipal Services					
Security Upgrade to Treasurer & Billing Office (Prior Year Carryforward)	$ 215,000	$ -	$ 215,000	$ -	$ -
Fuel Canopy (Prior Year Carryforward)	275,000	-	275,000	-	-
Fuel Tank Design (Prior Year Carryforward)	100,000	-	100,000	-	-
ERP Replacement (Prior Year Carryforward)	5,000,000	-	5,000,000	-	-
IT Vehicle Replacement (MERF Funds)	32,963	-	32,963	-	-
Equipment Vehicle Replacement (MERF Funds)	39,118	-	39,118	-	-
Building Maintenance Vehicle Replacement x2 (MERF Funds)	105,062	-	105,062	-	-
Customer Service Representative	94,000	94,000	-	-	-
Total	**$ 5,861,143**	**$ 94,000**	**$ 5,767,143**	**$ -**	**$ -**
Community Development Services					
Permit Process Consulting	$ -	$ -	$ -	$ 65,000	$ 65,000
Vehicle Replacement (MERF Funds)	40,000	-	40,000	-	-
Total	**$ 40,000**	**$ -**	**$ 40,000**	**$ 65,000**	**$ 65,000**
Police					
School Resource Officer (78% funded)	$ 105,300	$ 105,300	$ -	$ -	$ -
Fleet Vehicle Replacement Lease & Upfitting (MERF Funds)	1,367,257	-	1,367,257	-	-
Shooting Range	-	-	950,000	-	950,000
ALPR Traffic Speed Trailer	-	-	24,500	-	24,500
Bearcat ($400K ARPA Grant and Prior Year Carryforward)	428,645		428,645	-	-
Total	**$ 1,901,202**	**$ 105,300**	**$ 2,770,402**	**$ -**	**$ 974,500**
Fire					
Station 1 USDD Upgrade to Dorm Rooms	$ -	$ -	$ 40,000	$ -	$ 40,000
Station 4 USDD Upgrade to Dorm Rooms	-	-	24,500	-	24,500
Thermal Imaging Cameras	-	-	48,000	-	48,000
Motorola 8000AX Radios	-	-	38,000	-	38,000
Total	**$ -**	**$ -**	**$ 150,500**	**$ -**	**$ 150,500**
Parks					
Cemetery Software	$ -	$ -	$ 65,567	$ -	$ 65,567
Cemetery UTV Replacement (MERF Funds)	40,000	-	40,000	-	-
Zoo Keeper (Mid-year Hire and Fee Increase)	-	30,897	-	-	30,897
Replace Lift Station in Zoo	-	-	60,000	-	60,000
Zoo Equipment Replacement (MERF Funds)	88,839	-	88,839	-	-
Mule UTV (Add to fleet)	-	-	12,500	-	12,500
Weed & Snow Removal Replacement (MERF Funds)	215,000	-	215,000	-	-
Parks Maintenance Replacement (MERF Funds)	278,000	-	278,000	-	-
Horticulture Equipment Replacement (MERF Funds)	87,000	-	87,000	-	-
South of Sunnyside (TAP Grant and operating budget funded)	393,000	-	393,000	-	-

CAPITAL AND NEW EMPLOYEE REQUESTS - GENERAL FUND

General Fund Capital and Operating Budget Requests					
Description	Amount Revenue Covers	Employee	Capital	Repair and Maintenance	Total
Playground Replacement - Reinhart & Lincoln Park	150,000	-	150,000	-	-
North Park Road - Softball Drive Upgrade	200,000	-	200,000	-	-
Total	**$ 1,451,839**	**$ 30,897**	**$ 1,589,906**	**$ -**	**$ 168,964**
Public Works					
GIS Technician	$ 75,821	$ 89,201	$ -	$ -	$ 13,380
Gift Electric Hybrid Vans (Grant & Match Funded)	219,081	-	219,081	-	-
Gift Bus Stop Improvements (5339 Grant & Match Funded)	169,310	-	169,310	-	-
Total	**$ 464,212**	**$ 89,201**	**$ 388,391**	**$ -**	**$ 13,380**
Total General Fund Requests	**$ 9,718,396**	**$ 319,398**	**$ 10,706,342**	**$ 65,000**	**$ 1,372,344**

CAPITAL AND NEW EMPLOYEE REQUESTS - SPECIAL REVENUE & CAPITAL PROJECT FUNDS

Other Governmental Funds Capital and Operating Budget Requests					
Description	Amount revenue covers	Employee	Capital	Repair and Maintenance	Total
Streets					
New Administration Building (shared with Sanitation) (Prior Year Carryforward)	$ 2,750,000	$ -	$ 2,750,000	$ -	$ -
Heated Box Patch Truck (MERF Funds)	260,000	-	260,000	-	-
Dump Truck (MERF Funds)	390,000	-	390,000	-	-
Backhoe (MERF Funds)	180,000	-	180,000	-	-
Pickup Trucks x2 (MERF Funds)	125,000	-	125,000	-	-
Asphault Recycler (MERF Funds)	205,000	-	205,000	-	-
	$ 3,910,000	**$ -**	**$ 3,910,000**	**$ -**	**$ -**
Recreation					
Aquatic Center Boiler Replacement (Prior Year Carryforward)	$ 260,000	$ -	$ 260,000	$ -	$ -
Aquatic Center Lockers	-	-	45,000	-	45,000
Door or Heat Improvements	-	-	-	17,000	17,000
Zamboni (MERF Funds)	150,000	-	150,000	-	-
	$ 410,000	**$ -**	**$ 455,000**	**$ 17,000**	**$ 62,000**
Library					
Store Front (Prior Year Carryforward)	$ 25,000	$ -	$ 25,000	$ -	$ -
Fence and Playground (Prior Year Carryforward)	400,000	-	400,000	-	-
	$ 425,000	**$ -**	**$ 425,000**	**$ -**	**$ -**
Golf					
Pinecrest Clubhouse New Roof (Fee Increase)	$ -	$ -	$ 56,000	$ -	$ 56,000
Pinecrest Irrigation Improvements (MERF Funds)	10,000	-	10,000	-	-
Sage Lakes Irrigation Improvements (MERF Funds)	10,000	-	10,000	-	-
Sand Creek Irrigation Improvements (MERF Funds)	12,000	-	12,000	-	-
Pinecrest MERF Replacements (MERF Funds)	220,000	-	220,000	-	-
Sage Lakes MERF Replacements (MERF Funds)	146,568	-	146,568	-	-
Sand Creek MERF Replacements (MERF Funds)	220,000	-	220,000	-	-
	$ 618,568	**$ -**	**$ 674,568**	**$ -**	**$ 56,000**
EMS					
Ambulance Purchase #2 (MERF Funds)	$ 574,000	$ -	$ 574,000	$ -	$ -
	$ 574,000	**$ -**	**$ 574,000**	**$ -**	**$ -**
Police Impact Fee					
Police Complex Debt Service	$ 630,000	$ -	$ 630,000	$ -	$ -
	$ 630,000	**$ -**	**$ 630,000**	**$ -**	**$ -**
Parks Impact Fee					
Heritage Parking Lot and Pathway Lighting Improvements	$ 200,000	$ -	$ 200,000	$ -	$ -
Aquatic Center Waterslide Installation	500,000	-	500,000	-	-

CAPITAL AND NEW EMPLOYEE REQUESTS - SPECIAL REVENUE & CAPITAL PROJECT FUNDS

Other Governmental Funds Capital and Operating Budget Requests					
Description	Amount revenue covers	Employee	Capital	Repair and Maintenance	Total
Meppen Park Irrigation and Grading	50,000	-	50,000	-	-
	$ 750,000	**$ -**	**$ 750,000**	**$ -**	**$ -**
Fire Impact Fee					
Regional Training Center Conceptual Design (Impact Fees & Community Partner)	$ 50,000	$ -	$ 50,000	$ -	$ -
	$ 50,000	**$ -**	**$ 50,000**	**$ -**	**$ -**
Streets Impact Fee					
Developer Driven Arterial Expansion	$ 5,500,000	$ -	$ 5,500,000	$ -	$ -
	$ 5,500,000	**$ -**	**$ 5,500,000**	**$ -**	**$ -**
Public Works Capital Improvement					
Storm Tap Removal	$ 350,000	$ -	$ 350,000	$ -	$ -
Landscaping Modifications Citywide	250,000	-	250,000	-	-
S Blvd & Birch Roundabout	1,400,000	-	1,400,000	-	-
Rollandet-Sunnyside Road to 21st Street (Design)	200,000	-	200,000	-	-
	$ 2,200,000	**$ -**	**$ 2,200,000**	**$ -**	**$ -**
Streets Capital Improvement					
Elm Street (Match)	$ 300,000	$ -	$ 300,000	$ -	$ -
15th E/49th S Signal (Match)	350,000	-	350,000	-	-
Woodruff Ave (Match)	300,000	-	300,000	-	-
Woodruff Ave-Meppen to Lincoln (Match)	100,000	-	100,000	-	-
Citywide Radar Signs (Match)	20,000	-	20,000	-	-
5th E/49th S (Match) w/County	250,000	-	250,000	-	-
Holmes-Sunnyside to Taylorview (Match)	500,000	-	500,000	-	-
Yellowstone Sidewalk (Match)	803,000	-	803,000	-	-
	$ 2,623,000	**$ -**	**$ 2,623,000**	**$ -**	**$ -**
Fire Capital Improvement					
Northside Station (Prior Year Carryforward of Impact Fees/ ARPA/Wildland)	$ 1,500,000	$ -	$ 1,500,000	$ -	$ -
New Station 6 USDD Purchase and Installation	64,000	-	64,000	-	-
Base Radios for New Station 6	30,000	-	30,000	-	-
Door Security New Station 6	18,000	-	18,000	-	-
Storage Facility	1,600,000	-	2,100,000	-	500,000
	$ 3,212,000	**$ -**	**$ 3,712,000**	**$ -**	**$ 500,000**
Zoo Capital Improvement					
Building Improvements	$ 300,000	$ -	$ 300,000	$ -	$ -
Front Entrance Improvements	750,000	-	750,000	-	-
	$ 1,050,000	**$ -**	**$ 1,050,000**	**$ -**	**$ -**

CAPITAL AND NEW EMPLOYEE REQUESTS - SPECIAL REVENUE & CAPITAL PROJECT FUNDS

Other Governmental Funds Capital and Operating Budget Requests					
Description	Amount revenue covers	Employee	Capital	Repair and Maintenance	Total
Fronter Center Capital Improvement					
Frontier Center ADA Restrooms and Lobby Expansion (ARPA & Contributions)	$ 4,681,860	$ -	$ 4,681,860	$ -	$ -
	$ 4,681,860	**$ -**	**$ 4,681,860**	**$ -**	**$ -**
Golf Capital Improvement					
Pinecrest Bunker Sand	$ 55,000	$ -	$ 55,000	$ -	$ -
Sage Lakes 2 New Greens Rollers	30,000	-	30,000	-	-
Sage Lakes New Restroom on Hole 5	150,000	-	150,000	-	-
	$ 235,000	**$ -**	**$ 235,000**	**$ -**	**$ -**
Total Other Governmental Funds Requests	**$ 26,869,428**	**$ -**	**$ 27,470,428**	**$ 17,000**	**$ 618,000**

CAPITAL AND NEW EMPLOYEE REQUESTS- ENTERPRISE

Enterprise Funds Capital and Operating Budget Requests					
Description	Amount Revenue Covers	Employee	Capital	Repair and Maintenance	Total
Airport					
Parking Lot Expansion	$ 500,000	$ -	$ 500,000	$ -	$ -
Rental Car Parking Improvements	225,000	-	225,000	-	-
Replace Chevy Volt	40,000	-	40,000	-	-
Skid Steer	50,000	-	50,000	-	-
Air Traffic Control Siting (AIP #58)	1,210,842	-	1,210,842	-	-
Expanding Terminal Building (AIP #59)	44,840,035	-	44,840,035	-	-
Rehab Runway and Apron (AIP # 60)	2,449	-	2,449	-	-
Reconstructing Terminal Apron & Deice Pad	15,545,531	-	15,545,531	-	-
	$ 62,413,857	**$ -**	**$ 62,413,857**	**$ -**	**$ -**
Water					
Civil Engineer I	$ 128,322	$ 128,322	$ -	$ -	$ -
Electric Forklift - Add to Fleet	20,000	-	20,000	-	-
City Park Conversion (Freeman Park)	400,000	-	400,000	-	-
City Park Conversion (Tautphaus Park)	450,000	-	450,000	-	-
Water Main Replacements - 2026	3,000,000	-	3,000,000	-	-
Contracted Meter Box Installs - 2026	1,870,000	-	1,870,000	-	-
Leak Data Loggers	40,000	-	40,000	-	-
Wheel Loader - Add to Fleet	250,000	-	250,000	-	-
Water Office Construction	4,500,000	-	4,500,000	-	-
Interior Tank Coatings (2) - Well 11 & Well 12	100,000	-	-	100,000	-
Well 3 Upgrade	1,250,000	-	1,250,000	-	-
Well 5 Upgrade	1,500,000	-	1,500,000	-	-
Meter Box Installs 2025	1,500,000	-	1,500,000	-	-
Commercial Meter Conversion (Rates)	1,500,000	-	1,500,000	-	-
Commercial Meter Conversions (Federal Aid)	2,500,000	-	2,500,000	-	-
Elevated Water Tower	250,000	-	250,000	-	-
15th East 49th South	250,000	-	250,000	-	-
Wells 20 &21	125,000	-	125,000	-	-
	$ 19,633,322	**$ 128,322**	**$ 19,405,000**	**$ 100,000**	**$ -**
Sanitation					
New Administrative Building (shared with Streets)	$ 2,750,000	$ -	$ 2,750,000	$ -	$ -
Automated Side Loader - Add to Fleet	450,000	-	450,000	-	-
Roll Off Truck - Add to Fleet	260,000	-	260,000	-	-
Sweeper (MERF Funds)	420,000	-	420,000	-	-
30 yard Dumpsters Bulk Buy	75,000	-	75,000	-	-
95 Gallon Residential Carts	95,000	-	95,000	-	-
	$ 4,050,000	**$ -**	**$ 4,050,000**	**$ -**	**$ -**
Idaho Falls Power					

CAPITAL AND NEW EMPLOYEE REQUESTS- ENTERPRISE

Enterprise Funds Capital and Operating Budget Requests					
Description	Amount Revenue Covers	Employee	Capital	Repair and Maintenance	Total
Building & Grounds Maintenance Worker	$ 108,514	$ 108,514	$ -	$ -	$ -
Electrical Engineer	145,168	145,168	-	-	-
Power Scheduler	155,826	155,826	-	-	-
Drafter	128,944	128,944	-	-	-
FERC Relicense	1,400,000	-	1,400,000	-	-
Peaking Plant Construction (ESI $1M)	1,000,000	-	1,000,000	-	-
City Plant Rebuild - Mechanical, Controls, Communication and Rotor Rewind	1,250,000	-	1,250,000	-	-
Upper Dam Coffer Dam, Hydraulics Coatings and Seals (Late Fall 2025)	625,000	-	625,000	-	-
Upper Plant FERC High Hazard Studies and Reports	350,000	-	-	350,000	-
Bulb AVR Replacement	350,000	-	350,000	-	-
All Plants Off-Line Lube Oil Filtration Systems	35,000	-	35,000	-	-
Gem State Rip Rap	120,000	-	120,000	-	-
Vibration Monitoring System Final Two Plants	50,000	-	50,000	-	-
Bathroom Upgrades South Tourist Park	200,000	-	200,000	-	-
Gem State Strainer System (PLC Upgrade)	10,000	-	10,000	-	-
Sugar Mill 46-12.5 Transformer	750,000	-	750,000	-	-
City Sub Upgrade 46kv Breaker (Design/Materials)	250,000	-	250,000	-	-
Harrison Sub Upgrade (Construction)	600,000	-	600,000	-	-
Rack LTC Backboard Replacement	125,000	-	125,000	-	-
Automate LTCs for Conservation Voltage Reduction (CVR)	75,000	-	75,000	-	-
Customer Line Extensions	1,700,000	-	1,700,000	-	-
Backyard Rebuild	300,000	-	300,000	-	-
Distribution Automation (Three Sites)	180,000	-	180,000	-	-
Public Works Projects (Misc.)	100,000	-	100,000	-	-
Sugar Mill 46-12.5 Transformer	750,000	-	750,000	-	-
City Sub Upgrade 46kv Breaker (Design/Materials)	250,000	-	250,000	-	-
Harrison Sub Upgrade (Construction)	600,000	-	600,000	-	-
Downtown H Structure to Underground (Grant Awarded)	800,000	-	800,000	-	-
Streetlight Retrofit Project	225,000	-	225,000	-	-
Broadway 795 OH Extension West of Old Butte Road	50,000	-	50,000	-	-
Lewisville HWY Feeder to Tower Road (65th North)	350,000	-	350,000	-	-
East River Rd, MK Simpson and 33rd N	80,000	-	80,000	-	-
Pioneer and I-15 OH to UG Crossing	550,000	-	550,000	-	-
Additional Distribution Projects	125,000	-	125,000	-	-
New Generation Gate Keepers	90,000	-	90,000	-	-
CIS Software	500,000	-	500,000	-	-
New Services (Meters and CTs)	300,000	-	300,000	-	-
Security Camera / Security Upgrade Placeholder	100,000	-	100,000	-	-
VRF Routers	35,000	-	35,000	-	-
Backup Servers and Dispatch Center at Peaking Plant	100,000	-	100,000	-	-
ADMS/SCADA Upgrade	150,000	-	150,000	-	-
Tower-Antenna	50,000	-	50,000	-	-
EV Charging Grant	1,400,000	-	1,400,000	-	-

CAPITAL AND NEW EMPLOYEE REQUESTS- ENTERPRISE

Enterprise Funds Capital and Operating Budget Requests					
Description	Amount Revenue Covers	Employee	Capital	Repair and Maintenance	Total
Gen Building Remodel	350,000	-	350,000	-	-
Racking for Westside - Warehouse	100,000	-	100,000	-	-
CFI Electric Vehicle Charging station (Grant)	1,000,000	-	1,000,000	-	-
Fiber Connection (Annual)	25,000	-	25,000	-	-
Checkpoint/Fiber Switches for Traffic Signals (2026-2031 Fiscal Years)	40,000	-	40,000	-	-
Controller Upgrade (Annual)	20,000	-	20,000	-	-
2 RRFB (Annual)	60,000	-	60,000	-	-
Battery Backup (Annual)	15,000	-	15,000	-	-
Detection Upgrade (Annual)	40,000	-	40,000	-	-
Detection Replacement	30,000	-	30,000	-	-
Video (Annual)	10,000	-	10,000	-	-
Consultant Assistance (Annual)	20,000	-	20,000	-	-
2 Audio Upgrades (Annual)	10,000	-	10,000	-	-
Cellular Coordination (Annual)	20,000	-	20,000	-	-
ITD Signal Shared Improvements (Annual)	30,000	-	30,000	-	-
Adaptive Signals Systems	100,000	-	100,000	-	-
Signal Design	100,000	-	100,000	-	-
49th S/Holmes (Match)	150,000	-	150,000	-	-
Science Center (Match)	125,000	-	125,000	-	-
49th E/15th E (Design & Match)	120,000	-	120,000	-	-
Warehouse Forklift	59,000	-	59,000	-	-
Provisions for EV Vehicles	130,000	-	130,000	-	-
General to Replace #3017	415,000	-	415,000	-	-
Pickup with Service Bed to Replace #3032	75,000	-	75,000	-	-
Double Bucket Truck to Replace #3019	380,000	-	380,000	-	-
Digger Derrick to Replace #3021	415,000	-	415,000	-	-
Pickup with Service Bed to Replace #3023	75,000	-	75,000	-	-
Pickup with Service Bed to Replace #3016	75,000	-	75,000	-	-
Hybrid Bucket Truck Replace #3009	376,880	-	376,880	-	-
Trouble Bucket Truck Replace #3045	210,604	-	210,604	-	-
	$ 21,089,936	**$ 538,452**	**$ 20,201,484**	**$ 350,000**	**$ -**
Fiber					
Upgrade Fiber Ring Network	$ 300,000	$ -	$ 300,000	$ -	$ -
Fiber Network Capital (New Customers, Capital Upgrades)	1,700,000	-	1,700,000	-	-
	$ 2,000,000	**$ -**	**$ 2,000,000**	**$ -**	**$ -**
Wastewater					
Trailer for Hauling Mr-Manhole Equipment	$ 12,000	$ -	$ 12,000	$ -	$ -
Other Improvements	470,000	-	470,000	-	-
Diaphram pumps for SHB - 2	96,000	-	96,000	-	-
Clean B Process Improvement	4,500,000	-	4,500,000	-	-

CAPITAL AND NEW EMPLOYEE REQUESTS- ENTERPRISE

Enterprise Funds Capital and Operating Budget Requests					
Description	Amount Revenue Covers	Employee	Capital	Repair and Maintenance	Total
Storm Lift Station Upgrades	500,000	-	500,000	-	-
Storm System Improvements	500,000	-	500,000	-	-
Sewer System Improvements	1,000,000	-	1,000,000	-	-
Sewer System Rehabilitation	1,500,000	-	1,500,000	-	-
	$ 8,578,000	**$ -**	**$ 8,578,000**	**$ -**	**$ -**
Total Enterprise Funds Requests	**$ 117,765,115**	**$ 666,774**	**$ 116,648,341**	**$ 450,000**	**$ -**

BUDGET FULL TIME EQUIVALENT (FTE) SUMMARY

The City of Idaho Falls full time equivalent (FTE) employee count for the prior year's Fiscal Year 2024/2025 budget was 801.25 employees. During the Fiscal Year 2024/2025 two Animal Control Ordinance Officer positions were eliminated, bringing the current FTE count to 799.25. This number includes full-time and regular part time 20 hour and 30 hour employees, not seasonal, casual, or temporary employees. The proposed new employees for Fiscal Year 2025/2026 are listed below bringing the total FTE count to 808.25.

- Proposed (Governmental Fund supported, included in table below, totaling $350,294)
  - Utilities Customer Service Representative (100% funded by Enterprise funds)
  - School Resource Officer (78% funded by Alturas School)
  - Zoo Keeper
  - GIS Technician (funded primarily by Enterprise funds)
- Proposed (Enterprise Funds, included in table below, totaling $666,774)
  - Water Civil Engineer I
  - Power Building & Grounds Maintenance Worker
  - Power Electrical Engineer
  - Power Scheduler
  - Power Drafter

Department	FY 2024 Budget	FY 2025 Budget	FY 2026 Proposed Budget
Mayor & Council	15.0 (1)	15.0	15.0
Legal	6	7.0	7.0
Municipal Services	76.0 (1)	77.0 (2)	78.0 (6)
Community Development	23	22.5	22.5
Human Resources	4.0	5.0	5.0
Police	154.0	154.0 (3) & (4)	155.0
Fire & EMS			
Fire	90.0	89.0 (1)	87.0 (1)
Emergency Medical Services	48.0 (1)	55.0 (1) & (5)	57.0 (1)
Parks & Recreation			
Parks	67.0	66.0	67.0
Recreation	9.0	10.0 (1)	10.0
Golf	12.0	13.0 (1)	13.0
Library	26.0	25.75	25.75
Airport	29.0	28.0 (2)	28.0
Public Works			
Public Works Administration	22.0	22.0	23.0
Streets	23.0	24.0	24.0
Water	26.0	28.0	29.0
Sanitation	24.0	25.0	25.0
Wastewater	39.0	41.0	41.0
Idaho Falls Power & Fiber			
Idaho Falls Power	81.0	82.0	86.0
Fiber	9.0	9.0	9.0
Risk Management	1.0	1.0	1.0
	783.0	**799.25**	**808.25**

(1) Positions transferred

(2) Airport IT Specialist transferred to Municipal Services mid-year. Wages and benefits paid by Airport through transfers.

(3) Approved for increase of 6 officers pending COPS grant funding, 2 if no grant funding. Two officers added since no grant funding received.

(4) Two Animal Control employees resigned, will not be replaced in anticipation of sale of Animal Shelter

(5) Approved for 6 last quarter additions. Positions added in February 2025.

(6) Vacant Electrician position will not be filled for budget savings

FINANCIAL PRACTICES & POLICIES

ACCOUNTING, AUDITING, AND FINANCIAL REPORTING PRACTICES & POLICIES

The City of Idaho Falls fiscal year starts on October 1 and ends on September 30. The fiscal year referred to as "Fiscal Year 2025/2026" or "FY 2026" begins on October 1, 2025. Prior fiscal year budget and actual data through this document allows for comparison and a look back at historical data. This data represents the original numbers adopted and actual numbers at the end of the prior fiscal year without any adjustments included.

The budget is allocated, approved, and spent with a specific purpose given by the City Council (Council) to the Mayor. The Council consists of six council members and is elected on a non-partisan basis. Their duties regarding budget include passing ordinances, allocating and adopting the City-wide budget, and working with Department Directors as assigned by the Mayor. The Mayor's duties include day-to-day operations of the City and carrying out policies, ordinances, and spending given by Council regarding the budget.

The budget includes an estimate of anticipated revenues. The Council establishes by ordinance and state statute the authorization to collect revenues such as property taxes, fees, and other revenues. The Council has the authority to levy a property tax on both real and personal properties within its boundaries.

The City uses an encumbrance accounting system to provide budgetary control over City expenditures. Encumbrances represent commitments related to unperformed contracts for goods or services. Encumbrances outstanding at year-end are reported as committed or assigned fund balances and do not constitute expenditures or liabilities because the commitments will be re-budgeted and re-encumbered during the subsequent year.

Any budget transfer within an individual fund by management does not require formal Council approval. These adjustments are made through Finance and Department Directors. Idaho state law does allow the Council to amend the original appropriation ordinance.

The budget includes the general, special revenue (including impact fees), capital project, and enterprise funds. The level of control (level at which expenditures, including encumbrances, should not exceed budget) is the fund. The legal level of control is the appropriation ordinance.

Idaho state law sets forth the requirements for the City budgeting process. Idaho Code Title 50 Sections 236, 1002, 1004, and 1005A govern the estimation of revenues, expenditures, accumulation and use of surplus, and public hearing requirements necessary for the adoption of the annual budget and any subsequent amendments.

It is the City's policy that "one-time" resource inflows not be used for operating purposes. All grants received are designated and spent for the purposes that are stated in the grant award.

INVESTMENT POLICY

The policy of the City of Idaho Falls is to invest its funds in a manner that will provide the maximum security, while meeting the daily cash flow demands, and in a manner that will provide the highest investment return for the City, and conforming to all state and local statutes governing the investment of public funds, using the "prudent person" standard for managing the overall portfolio. The primary objective of the policy is safety (preservation of capital), liquidity, then yield.

PURCHASING POLICY

The City of Idaho Falls adheres to Idaho Code, City statute, and internal purchasing guidelines for the procurement of goods and services. Prior to the procurement of a good or service, the Purchasing division and the operational departments determine whether there is the need for a bid process (formal or informal), the need to obtain quotes, post a request for proposal, post a request for qualifications, or if approval is needed by the Mayor or Council. A purchase order must also be created before the procurement of any good or service over $1,000. Requisitions follow an approval process before purchase orders are issued. All purchases over $5,000 are approved by the Department Director and purchases over $75,000 are approved by Council.

PERSONNEL POSITION CLASSIFICATION

The Department Director and Mayor may change a personnel position to a different classification other than what was approved in the budget. Any classification changes that require a higher pay range are approved by the Human Resources Director and Mayor. New personnel positions that change the overall headcount are approved by the Council.

RESERVE POLICY

The City's General Fund is working to have a reserve of 25% of its net operating budgeted expenditures to cover emergency purchases, economic fluctuations and capital planning. Currently, the City's General Fund reserve is 14% and any savings during a fiscal year are allocated to a segregated reserve account. The Enterprise funds reserve funds for its future capital replacement and rate stabilization of the underlying assets attributed to providing the service.

CAPITAL ASSET POLICY

Capital assets, including property, plant, equipment, and infrastructure assets (e.g. roads, sidewalks, and similar items), are reported in the applicable governmental or business-type activities columns in the government-wide financial statements as well as the proprietary fund financial statements. The City capitalization threshold for capitalizing property, plant, and equipment is generally an initial cost of more than $10,000 and an estimated useful life in excess of two years. Infrastructure, water and wastewater lines, wells, electrical distribution and transmission lines and generation facility costs are summarized at year-end and recorded as summary totals for the year. Major outlays for capital assets and improvements are capitalized as projects are constructed. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at acquisition value at the date of donation. Acquisition value is the price that would be paid to acquire an asset with equivalent service potential on the date of the donation. The costs of normal maintenance and repairs that do not add to the value or capacity of the asset or materially extend the life of the asset are not capitalized.

MUNICIPAL EQUIPMENT REPLACEMENT FUNDS (MERF)

The Council established an equipment replacement policy many years ago to ensure that each department would have funds available to retain or replace existing equipment. Each year departments are charged a percentage of the total value of the equipment they need replaced in the future. This is called MERF Allocation. This allows each department to not only plan for the future replacement but to also have the funds to do so. Utility funds are not held to the same policy since they already have these expenditures in their respective capital plans and reserve balances.


2026
Road to the Budget
1
FEBRUARY 2025
• City Council Budget Retreat
• Discuss Council Priorities for FY26 and align with Aspirations in City's Strategic Plan
2
3
MARCH 2025
• Director's Budget Workshop
• Discuss Plans to Implement Council Priorities
APRIL/MAY 2025
• City Council & Directors Budget Kickoff
• Preliminary Department Budget Reviews by Finance Team
• Preliminary Department Budget Reviews with Mayor
5
JULY 2025
• Preliminary Budgets Available For Council Review
• Revenue Forecast, Grants, Balanced Budget Overview
• Review General Fund and Capital Projects/Requests
• Review Implementation Plans for Council Priorities
• Council Budget Discussions
• Tentative Budget Approval
• Publish Tentative Budget, Fees & Forgone (if applicable)
6
AUGUST 2025
• Public Hearings with Public Comment on Budget, Fees & Forgone (if applicable)
• Council Budget Discussions
• Adopt Budget Ordinance, Fees & Forgone (if applicable)
7
SEPTEMBER/OCTOBER 2025
• Post budget on city website

BUDGET SUMMARY BY YEAR

	FY 2024 Actual	FY 2025 Adopted Budget	FY 2026 Proposed Budget
REVENUES			
Taxes And Franchises	$ 45,411,622	$ 48,281,429	$ 52,120,534
Intergovernmental Revenue	52,622,208	74,610,642	82,601,931
Charges For Services	139,901,842	136,777,280	143,205,981
Licenses And Permits	8,949,197	6,523,896	7,936,675
Rentals & Leases	1,706,236	1,853,560	1,864,160
Fines & Forfeitures	350,036	240,000	240,550
Contributions & Donations	1,200,728	4,010,100	2,935,419
Investment Income	11,723,297	3,789,250	4,198,779
Miscellaneous	4,407,636	2,127,971	2,490,592
Debt Proceeds	-	30,000,000	18,368,229
Non Revenue Transfer	12,733,270	2,776,800	4,450,000
TOTAL REVENUES	**$ 279,006,072**	**$ 310,990,928**	**$ 320,412,849**
EXPENDITURES			
Salaries And Wages	$ 62,640,616	$ 65,533,266	$ 70,706,302
Benefits	26,501,298	33,300,386	33,540,771
Current Operating Expense	102,108,705	128,217,743	120,612,314
Grant Expenditures	6,430,409	9,908,548	9,579,691
Capital Outlay	38,416,022	108,658,236	111,473,524
MERF Expenditures	4,159,447	7,419,602	6,387,134
Debt Service	4,220,248	3,959,012	12,521,883
MERF Allocation	4,606,120	5,010,154	4,706,693
Interdepartmental Charges	(5,942,683)	(3,281,171)	(6,122,996)
Cost Allocation Transfers	(12,467,755)	(15,555,096)	(14,476,022)
Contingency	-	29,500,000	40,705,682
TOTAL EXPENDITURES	**$ 230,672,429**	**$ 372,670,680**	**$ 389,634,976**
EXCESS/(DEFICIENCY)	**$ 48,333,644**	**$ (61,679,752)**	**$ (69,222,127)**
ADDITIONAL RESOURCES *			
Fund Balance-Estimated	-	4,040,023	166,424,528
Reserve for Future Capital	-	-	(57,394,778)
Reserve for Rate Stabilization	-	-	(28,500,000)
Reserve for Conservation	-	-	(2,700,000)
Reserve for Debt Service	-	-	(1,079,623)
Reserve for Self Insurance	-	-	(4,688,000)
Reserve for Health Insurance	-	-	(2,840,000)
TOTAL ADDITIONAL RESOURCES	**$ -**	**$ 4,040,023**	**$ 69,222,127**
NET EXCESS/(DEFICIENCY)	**$ 48,333,644**	**$ (57,639,729)**	**$ -**

* FY 2026 is the first year the City is presenting the Additional Resources section which includes estimated beginning fund balance and reserve balances.

SUMMARY OF REVENUES BY FUND

REVENUES BY FUND	FY 2024 Actual	FY 2025 Adopted Budget	FY 2026 Proposed Budget
General Fund	$ 67,798,319	$ 72,624,269	$ 74,220,812
Street Fund	12,880,321	10,387,800	8,679,180
Recreation Fund	2,831,347	3,236,611	3,441,788
Library Fund	3,181,593	3,228,111	3,244,263
Airport Passenger Facility Charge (PFC) Fund	667,104	(575,333)	(793,477)
Business Improvement District Fund	92,371	117,250	115,500
Golf Fund	4,360,954	4,009,724	4,418,353
Risk Management Fund	3,875,476	3,525,000	3,940,000
Health Insurance Fund	828,735	100,000	540,000
Airport Customer Facility Charge (CFC) Fund	534,436	456,000	378,371
Emergency Medical Service Fund	10,173,642	8,835,432	9,940,850
Wildland Fire Fund	1,826,153	1,375,000	1,059,329
Police Impact Fee Fund	767,814	571,056	765,000
Fire Impact Fee Fund	626,500	(212,692)	(1,321,329)
Parks & Recreation Impact Fee Fund	1,777,846	1,111,790	1,740,000
Streets Impact Fee Fund	3,698,766	2,587,116	2,850,000
Public Works Capital Improvement Fund	956,530	570,000	840,000
Street Capital Improvement Fund	3,526,251	1,070,000	2,035,846
Bridge & Arterial Capital Improvement Fund	303,896	20,000	-
Surface Drainage Capital Improvement Fund	869	-	-
Traffic Light Capital Improvement Fund	549,482	462,285	-
Parks Capital Improvement Fund	195,576	-	-
Fire Capital Improvement Fund	1,277,379	3,301,524	3,712,000
Zoo Capital Improvement Fund	281,409	300,000	1,060,000
Frontier Center Capital Improvement Fund	741,936	2,900,000	3,730,919
Golf Capital Improvement Fund	140,276	49,809	89,000
Police Capital Improvement Fund	-	-	-
Airport Fund	20,464,099	38,184,543	70,884,220
Water Fund	21,122,400	18,758,000	18,901,500
Sanitation Fund	6,882,540	6,167,000	6,488,000
Idaho Falls Power Fund	84,000,412	106,838,033	80,669,524
Fiber Fund	4,880,190	5,763,600	5,880,200
Wastewater Fund	17,761,453	15,229,000	12,903,000
TOTAL	**$ 279,006,072**	**$ 310,990,928**	**$ 320,412,849**

SUMMARY OF EXPENDITURES BY FUND

EXPENDITURES BY FUND	FY 2024 Actual	FY 2025 Adopted Budget	FY 2026 Proposed Budget
General Fund	$ 67,609,528	$ 76,611,041	$ 86,045,100
Street Fund	11,914,188	14,148,365	14,901,540
Recreation Fund	2,684,062	3,282,394	3,586,803
Library Fund	3,303,968	4,940,149	4,649,914
Business Improvement District Fund	115,500	115,000	119,300
Golf Fund	4,544,944	4,502,914	5,036,921
Risk Management Fund	3,245,060	6,730,292	4,735,000
Health Insurance Fund	4,830	160,000	-
Emergency Medical Service Fund	8,985,248	9,982,896	11,813,080
Wildland Fire Fund	1,468,294	1,817,569	1,934,329
Police Impact Fee Fund	-	798,000	630,000
Fire Impact Fee Fund	-	-	50,000
Parks & Recreation Impact Fee Fund	165,043	1,340,000	880,000
Streets Impact Fee Fund	-	5,500,000	5,500,000
Public Works Capital Improvement Fund	185,305	2,200,000	2,200,000
Street Capital Improvement Fund	2,830,965	4,551,000	2,623,000
Bridge & Arterial Capital Improvement Fund	378,018	400,000	-
Surface Drainage Capital Improvement Fund	123,748	-	-
Traffic Light Capital Improvement Fund	715,907	1,125,000	-
Parks Capital Improvement Fund	44,503	-	-
Fire Capital Improvement Fund	-	2,900,000	3,712,000
Zoo Capital Improvement Fund	87,277	300,000	1,050,000
Frontier Center Capital Improvement Fund	-	2,900,000	4,681,860
Golf Capital Improvement Fund	(5,637)	-	235,000
Police Capital Improvement Fund	5,344,723	-	-
Airport Fund	5,080,420	28,838,566	73,075,493
Water Fund	8,678,493	27,015,607	29,653,543
Sanitation Fund	4,967,540	6,660,072	10,037,433
Idaho Falls Power Fund	82,269,294	110,744,700	94,588,496
Fiber Fund	6,603,586	5,700,078	5,800,190
Wastewater Fund	9,327,624	20,407,037	22,095,973
Budgetary Fund	-	29,000,000	-
TOTAL	**$ 230,672,429**	**$ 372,670,680**	**$ 389,634,976**

CITY SUMMARIES

2025/2026 PROPOSED CITY-WIDE BUDGET - YEAR TO YEAR COMPARISON

Division	FY 2025 Adopted Budget Expenditures	FY 2025 Adopted Budget Revenues	FY 2026 Proposed Budget Expenditures	FY 2026 Proposed Budget Revenues	$ Change Expenditure	% Change Expenditure
General Fund						
Mayor And Council	$ 1,121,231	$ 224,100	$ 1,004,861	$ 101,600	$ (116,370)	-10%
Legal	624,723	180,000	740,881	180,000	116,158	19%
Municipal Services	7,965,130	1,399,000	11,828,131	3,326,500	3,863,001	48%
Non- Departmental	-	54,083,431	3,477,265	52,292,140	3,477,265	0%
Community Development	4,065,359	3,926,496	4,542,939	4,084,637	477,580	12%
Human Resources	605,384	-	498,937	-	(106,447)	-18%
Police	26,074,201	3,287,179	27,765,243	3,351,456	1,691,042	6%
Fire	17,268,502	3,088,072	19,236,131	4,666,946	1,967,629	11%
Parks	15,299,414	4,154,559	12,695,021	3,156,979	(2,604,393)	-17%
Public Works	3,587,097	2,281,432	4,255,691	3,060,554	668,594	19%
Golf	-	-	-	-	-	0%
Total General Fund	**$ 76,611,041**	**$ 72,624,269**	**$ 86,045,100**	**$ 74,220,812**	**$ 9,434,059**	**12%**
Special Revenue Funds						
Non- Departmental	$ 29,000,000	$ -	$ -	$ -	$ (29,000,000)	-100%
Wildland Fire	1,817,569	1,375,000	1,934,329	1,059,329	116,760	6%
Streets	14,148,365	10,387,800	14,901,540	8,679,180	753,175	5%
Recreation	3,282,394	3,236,611	3,586,803	3,441,788	304,409	9%
Library	4,940,149	3,228,111	4,649,914	3,244,263	(290,235)	-6%
Business Improvement District	115,000	117,250	119,300	115,500	4,300	4%
Golf	4,502,914	4,009,724	5,036,921	4,418,353	534,007	12%
Emergency Medical Service	9,982,896	8,835,432	11,813,080	9,940,850	1,830,184	18%
Total Special Revenue Funds	**$ 67,789,287**	**$ 31,189,928**	**$ 42,041,888**	**$ 30,899,263**	**$ (25,747,399)**	**-38%**
Special Revenue Impact Fees Funds						
Police Impact Fees	$ 798,000	$ 571,056	$ 630,000	$ 765,000	$ (168,000)	-21%
Fire Impact Fees	-	(212,692)	50,000	(1,321,329)	50,000	0%
Parks & Rec Impact Fees	1,340,000	1,111,790	880,000	1,740,000	(460,000)	-34%
Streets Impact Fees	5,500,000	2,587,116	5,500,000	2,850,000	-	0%
Total Special Revenue Impact Fee Funds	**$ 7,638,000**	**$ 4,057,270**	**$ 7,060,000**	**$ 4,033,671**	**$ (578,000)**	**-8%**
Capital Improvement Funds						
Fire	$ 2,900,000	$ 3,301,524	$ 3,712,000	$ 3,712,000	$ 812,000	28%
Public Works CIP	2,200,000	570,000	2,200,000	840,000	-	0%
Street CIP	4,551,000	1,070,000	2,623,000	2,035,846	(1,928,000)	-42%
Bridge & Arterial Street	400,000	20,000	-	-	(400,000)	-100%
Traffic Light CIP	1,125,000	462,285	-	-	(1,125,000)	-100%
Frontier Center CIP	2,900,000	2,900,000	4,681,860	3,730,919	1,781,860	61%
Zoo CIP	300,000	300,000	1,050,000	1,060,000	750,000	250%

CITY SUMMARIES

2025/2026 PROPOSED CITY-WIDE BUDGET - YEAR TO YEAR COMPARISON

Division	FY 2025 Adopted Budget Expenditures	FY 2025 Adopted Budget Revenues	FY 2026 Proposed Budget Expenditures	FY 2026 Proposed Budget Revenues	$ Change Expenditure	% Change Expenditure
Golf CIP	-	49,809	235,000	89,000	235,000	0%
Total Capital Improvement Funds	**$ 14,376,000**	**$ 8,673,618**	**$ 14,501,860**	**$ 11,467,765**	**$ 125,860**	**1%**
Enterprise Funds						
Passenger Facility Charge	$ -	$ (575,333)	$ -	$ (793,477)	$ -	0%
Customer Facility Charges	-	456,000	-	378,371	-	0%
Airport	28,838,566	38,184,543	73,075,493	70,884,220	44,236,927	153%
Water	27,015,607	18,758,000	29,653,543	18,901,500	2,637,936	10%
Wastewater	20,407,037	15,229,000	22,095,973	12,903,000	1,688,936	8%
Sanitation	6,660,072	6,167,000	10,037,433	6,488,000	3,377,361	51%
Power	110,744,700	106,838,033	94,588,496	80,669,524	(16,156,204)	-15%
Fiber	5,700,078	5,763,600	5,800,190	5,880,200	100,112	2%
Total Enterprise Funds	**$ 199,366,060**	**$ 190,820,843**	**$ 235,251,128**	**$ 195,311,338**	**$ 35,885,068**	**18%**
Internal Service Funds						
Risk Management	$ 6,730,292	$ 3,525,000	$ 4,735,000	$ 3,940,000	$ (1,995,292)	-30%
Health Insurance	160,000	100,000	-	540,000	(160,000)	-100%
Total Internal Service Funds	**6,890,292**	**3,625,000**	**4,735,000**	**4,480,000**	**(2,155,292)**	**-31%**
Grand Total	**$ 372,670,680**	**$ 310,990,928**	**$ 389,634,976**	**$ 320,412,849**	**$ 16,964,296**	**5%**

2025/2026 SUMMARY BY FUND TYPE

	General Fund	Special Revenue Funds	Impact Fee Fund	CIP	Enterprise Funds	Internal Services Budgets	Total
REVENUES							
Taxes And Franchises	$ 43,646,925	$ 7,183,609	$ -	$ 1,290,000	$ -	$ -	$ 52,120,534
Intergovernmental Revenue	20,968,516	12,665,976	-	2,015,846	46,951,593	-	82,601,931
Charges For Services	3,707,150	11,259,811	-	489,000	127,750,020	-	143,205,981
Licenses And Permits	2,041,675	20,000	5,875,000	-	-	-	7,936,675
Rentals & Leases	68,179	33,560	-	-	1,762,421	-	1,864,160
Fines & Forfeitures	220,000	10,000	-	-	10,550	-	240,550
Contributions & Donations	446,000	38,500	-	2,450,919	-	-	2,935,419
Investment Income	705,000	224,000	115,000	80,000	2,999,779	75,000	4,198,779
Miscellaneous	493,613	337,478	-	-	1,304,500	355,000	2,490,592
Debt Proceeds	-	-	-	-	18,368,229	-	18,368,229
Non Revenue Transfer	1,923,754	(873,671)	(1,956,329)	5,142,000	(3,835,754)	4,050,000	4,450,000
TOTAL REVENUES	**$ 74,220,812**	**$ 30,899,263**	**$ 4,033,671**	**$ 11,467,765**	**$ 195,311,338**	**$ 4,480,000**	**$ 320,412,849**
EXPENDITURES							
Salaries And Wages	$ 38,851,907	$ 11,347,022	$ -	$ -	$ 20,431,286	$ 76,089	$ 70,706,302
Benefits	18,808,817	5,498,583	-	-	9,203,766	29,604	33,540,771
Current Operating Expense	24,689,503	16,081,182	180,000	-	75,032,322	4,629,307	120,612,314
Grant Expenditures	5,645,541	1,204,150	-	-	2,730,000	-	9,579,691
Capital Outlay	3,897,949	3,613,000	6,250,000	14,501,860	83,210,715	-	111,473,524
MERF Expenditures	1,375,982	2,502,568	-	-	2,508,585	-	6,387,134
Debt Service	2,888,826	303,719	630,000	-	8,699,338	-	12,521,883
MERF Allocation	2,908,329	1,637,864	-	-	160,500	-	4,706,693
Interdepartmental Charges	(5,472,996)	(650,000)	-	-	-	-	(6,122,996)
Cost Allocation Transfers	(14,476,022)	-	-	-	-	-	(14,476,022)
Contingency	6,927,265	503,800	-	-	33,274,617	-	40,705,682
TOTAL EXPENDITURES	**$ 86,045,100**	**$ 42,041,888**	**$ 7,060,000**	**$ 14,501,860**	**$ 235,251,128**	**$ 4,735,000**	**$389,634,976**
EXCESS/ (DEFICIENCY)	**$ (11,824,288)**	**$ (11,142,625)**	**$ (3,026,329)**	**$(3,034,095)**	**$ (39,939,790)**	**$ (255,000)**	**$ (69,222,127)**

2025/2026 SUMMARY BY FUND TYPE

	General Fund	Special Revenue Funds	Impact Fee Fund	CIP	Enterprise Funds	Internal Services Budgets	Total
ADDITIONAL RESOURCES *							
Fund Balance-Estimated	$ 21,120,471	$ 15,314,487	$ 5,482,529	$ 5,273,341	$ 111,450,700	$ 7,783,000	$ 166,424,528
Reserve for Future Capital	$ (9,296,183)	$ (4,171,862)	$ (2,456,200)	$ (2,239,246)	$ (39,231,287)	$ -	$ (57,394,778)
Reserve for Rate Stabilization	-	-	-	-	(28,500,000)	-	(28,500,000)
Reserve for Conservation	-	-	-	-	(2,700,000)	-	(2,700,000)
Reserve for Debt Service	-	-	-	-	(1,079,623)	-	(1,079,623)
Reserve for Self Insurance	-	-	-	-	-	(4,688,000)	(4,688,000)
Reserve for Health Insurance	-	-	-	-	-	(2,840,000)	(2,840,000)
TOTAL ADDITIONAL RESOURCES	**$ 11,824,288**	**$ 11,142,625**	**$ 3,026,329**	**$ 3,034,095**	**$ 39,939,790**	**$ 255,000**	**$ 69,222,127**
NET EXCESS/ (DEFICIENCY)	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

* FY 2026 is the first year the City is presenting the Additional Resources section which includes estimated beginning fund balance and reserve balances.

2025/2026 GENERAL FUND SUMMARY BY DEPARTMENT

	Mayor and Council	Legal	Municipal Services	Non-Departmental	Community Development	Human Resources	Police	Fire	Parks	Public Works	TOTAL
REVENUES											
Taxes And Franchises	$ -	$ -	$ -	$ 43,646,925	$ -	$ -	$ -	$ -	$ -	$ -	$ 43,646,925
Intergovernmental Revenue	-	-	187,500	8,951,461	1,817,637	-	2,564,264	4,451,246	369,154	2,627,254	20,968,516
Charges For Services	-	-	132,000	-	417,000	-	158,000	125,000	2,448,150	427,000	
Licenses And Permits	101,600	-	-	-	1,850,000	-	35,000	54,000	75	1,000	2,041,675
Rentals & Leases	-	-	5,500	-	-	-	40,579	-	22,100	-	68,179
Fines & Forfeitures	-	180,000	-	-	-	-	40,000	-	-	-	220,000
Contributions & Donations	-	-	-	-	-	-	150,000	28,500	267,500	-	446,000
Investment Income	-	-	-	700,000	-	-	-	-	5,000	-	705,000
Miscellaneous	-	-	1,500	110,000	-	-	363,613	8,200	5,000	5,300	493,613
Non Revenue Transfer	-	-	3,000,000	(1,116,246)	-	-	-	-	40,000	-	1,923,754
TOTAL REVENUES	**$ 101,600**	**$ 180,000**	**$ 3,326,500**	**$ 52,292,140**	**$ 4,084,637**	**$ -**	**$ 3,351,456**	**$ 4,666,946**	**$ 3,156,979**	**$ 3,060,554**	**$ 74,220,812**

2025/2026 GENERAL FUND SUMMARY BY DEPARTMENT

	Mayor and Council	Legal	Municipal Services	Non-Departmental	Community Development	Human Resources	Police	Fire	Parks	Public Works	TOTAL
EXPENDITURES											
Salaries And Wages	$ 853,951	$ 729,683	$ 5,912,450	$ -	$ 1,739,586	$ 504,915	$ 12,584,127	$ 9,310,638	$ 5,076,065	$ 2,140,491	$ 38,851,907
Benefits	434,880	292,690	2,807,451	-	818,082	168,259	6,185,950	4,912,924	2,242,453	946,127	18,808,817
Current Operating Expense	862,829	79,444	9,470,727	-	881,017	326,727	3,548,445	2,251,100	4,519,982	2,749,232	24,689,503
Grant Expenditures	-	-	-	-	1,037,964	-	1,600,423	2,638,000	369,154	-	5,645,541
Capital Outlay	-	-	2,875,000	-	-	-	53,145	64,500	516,913	388,391	3,897,949
MERF Expenditures	-	-	177,142	-	40,000	-	450,000	-	708,839	-	1,375,982
Debt Service	-	-	-	-	-	-	2,286,857	601,969	-	-	2,888,826
MERF Allocation	6,766	-	110,071	-	26,289	-	1,301,292	785,000	661,614	17,297	2,908,329
Interdepartmental Charges	-	-	(900,000)	-	-	-	(1,194,996)	(1,328,000)	(1,400,000)	(650,000)	(5,472,996)
Cost Allocation Transfers	(1,153,565)	(360,936)	(11,124,711)	-	-	(500,963)	-	-	-	(1,335,847)	(14,476,022)
Contingency	-	-	2,500,000	3,477,265	-	-	950,000	-	-	-	6,927,265
TOTAL EXPENDITURES	**$ 1,004,861**	**$ 740,881**	**$ 11,828,131**	**$ 3,477,265**	**$ 4,542,939**	**$ 498,937**	**$ 27,765,243**	**$ 19,236,131**	**$ 12,695,021**	**$ 4,255,691**	**$ 86,045,100**
EXCESS/ (DEFICIENCY)	**$ (903,261)**	**$ (560,881)**	**$ (8,501,631)**	**$ 48,814,876**	**$ (458,302)**	**$ (498,937)**	**$ (24,413,786)**	**$ (14,569,185)**	**$ (9,538,042)**	**$ (1,195,137)**	**$ (11,824,288)**
ADDITIONAL RESOURCES *											
Fund Balance-Estimated	$ -	$ -	$ 3,079,643	$ 15,322,763	$ 40,000	$ -	$ 1,367,257	$ 601,969	$ 708,839	$ -	$ 21,120,471
Reserve for Future Capital	(24,946)	-	(893,374)	(3,927,500)	(140,194)	-	(1,609,063)	(545,952)	(2,026,816)	(128,339)	(9,296,183)
TOTAL ADDITIONAL RESOURCES	**$ (24,946)**	**$ -**	**$ 2,186,269**	**$ 11,395,263**	**$ (100,194)**	**$ -**	**$ (241,806)**	**$ 56,017**	**$ (1,317,977)**	**$ (128,339)**	**$ 11,824,288**
NET EXCESS/ (DEFICIENCY)	**$ (928,207)**	**$ (560,881)**	**$ (6,315,362)**	**$ 60,210,139**	**$ (558,495)**	**$ (498,937)**	**$ (24,655,593)**	**$ (14,513,168)**	**$ (10,856,019)**	**$ (1,323,476)**	**$ -**

* FY 2026 is the first year the City is presenting the Additional Resources section which includes estimated beginning fund balance and reserve balances.

2025/2026 SPECIAL REVENUE FUNDS - SUMMARY BY FUND

	Street Fund	Recreation Fund	Library Fund	Business Improvement District Fund	Golf Fund	Emergency Medical Service Fund	Wildland Fire Fund	Total
REVENUES								
Taxes And Franchises	$ 2,953,380	$ 1,187,466	$ 3,042,763	$ -	$ -	$ -	$ -	$ 7,183,609
Intergovernmental Revenue	5,175,800	-	100,000	-	-	5,080,176	2,310,000	12,665,976
Charges For Services	400,000	1,841,862	-	-	4,308,425	4,709,524	-	11,259,811
Licenses And Permits	20,000	-	-	-	-	-	-	20,000
Rentals & Leases	-	24,560	9,000	-	-	-	-	33,560
Fines & Forfeitures	-	-	10,000	-	-	-	-	10,000
Contributions & Donations	-	1,000	32,500	-	-	5,000	-	38,500
Investment Income	120,000	4,000	50,000	-	(5,000)	50,000	5,000	224,000
Miscellaneous	10,000	60,900	-	115,500	54,928	96,150	-	337,478
Non Revenue Transfer	-	322,000	-	-	60,000	-	(1,255,671)	(873,671)
TOTAL REVENUES	**$ 8,679,180**	**$ 3,441,788**	**$ 3,244,263**	**$ 115,500**	**$ 4,418,353**	**$ 9,940,850**	**$ 1,059,329**	**$ 30,899,263**
EXPENDITURES								
Salaries And Wages	$ 1,599,172	$ 1,267,172	$ 1,870,508	$ -	$ 1,385,266	$ 5,224,904	$ -	$ 11,347,022
Benefits	961,952	476,958	727,980	-	529,738	2,801,955	-	5,498,583
Current Operating Expense	7,944,355	1,357,541	1,124,531	115,500	1,965,575	2,199,352	1,374,329	16,081,182
Grant Expenditures	-	-	-	-	-	644,150	560,000	1,204,150
Capital Outlay	2,750,000	322,000	425,000	-	116,000	-	-	3,613,000
MERF Expenditures	1,160,000	150,000	-	-	618,568	574,000	-	2,502,568
Debt Service	-	-	-	-	-	303,719	-	303,719
MERF Allocation	736,062	13,133	1,895	-	421,774	465,000	-	1,637,864
Interdepartmental Charges	(250,000)	-	-	-	-	(400,000)	-	(650,000)
Cost Allocation Transfers	-	-	-	-	-	-	-	-
Contingency	-	-	500,000	3,800	-	-	-	503,800
TOTAL EXPENDITURES	**$ 14,901,540**	**$ 3,586,803**	**$ 4,649,914**	**$ 119,300**	**$ 5,036,921**	**$ 11,813,080**	**$ 1,934,329**	**$ 42,041,888**
EXCESS/(DEFICIENCY)	**$ (6,222,360)**	**$ (145,015)**	**$ (1,405,651)**	**$ (3,800)**	**$ (618,568)**	**$ (1,872,230)**	**$ (875,000)**	**$ (11,142,625)**

2025/2026 SPECIAL REVENUE FUNDS - SUMMARY BY FUND

	Street Fund	Recreation Fund	Library Fund	Business Improvement District Fund	Golf Fund	Emergency Medical Service Fund	Wildland Fire Fund	Total
ADDITIONAL RESOURCES *								
Fund Balance-Estimated	$ 8,000,000	$ 184,400	$ 2,165,000	$ 3,800	$ 618,568	$ 3,467,719	$ 875,000	$ 15,314,487
Reserve for Future Capital	(1,777,640)	(39,385)	(759,349)	-	-	(1,595,489)	-	(4,171,862)
TOTAL ADDITIONAL RESOURCES	**$ 6,222,360**	**$ 145,015**	**$ 1,405,651**	**$ 3,800**	**$ 618,568**	**$ 1,872,230**	**$ 875,000**	$ 11,142,625
NET EXCESS/(DEFICIENCY)	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

* FY 2026 is the first year the City is presenting the Additional Resources section which includes estimated beginning fund balance and reserve balances.

2025/2026 SPECIAL REVENUE IMPACT FEE FUNDS - SUMMARY BY FUND

	Police Impact Fee Fund	Fire Impact Fee Fund	Parks & Recreation Impact Fee Fund	Streets Impact Fee Fund	Total
REVENUES					
Licenses And Permits	$ 750,000	$ 625,000	$ 1,700,000	$ 2,800,000	$ 5,875,000
Investment Income	15,000	10,000	40,000	50,000	115,000
Non Revenue Transfer	-	(1,956,329)	-	-	(1,956,329)
TOTAL REVENUES	**$ 765,000**	**$ (1,321,329)**	**$ 1,740,000**	**$ 2,850,000**	**$ 4,033,671**
EXPENDITURES					
Current Operating Expense	$ -	$ 50,000	$ 130,000	$ -	$ 180,000
Capital Outlay	-	-	750,000	5,500,000	6,250,000
Debt Service	630,000	-	-	-	630,000
Contingency	-	-	-	-	-
TOTAL EXPENDITURES	**$ 630,000**	**$ 50,000**	**$ 880,000**	**$ 5,500,000**	**$ 7,060,000**
EXCESS/(DEFICIENCY)	**$ 135,000**	**$ (1,371,329)**	**$ 860,000**	**$ (2,650,000)**	**$ (3,026,329)**
ADDITIONAL RESOURCES *					
Fund Balance-Estimated	$ 814,200	$ 1,371,329	$ 647,000	$ 2,650,000	$ 5,482,529
Reserve for Future Capital	(949,200)	-	(1,507,000)	-	(2,456,200)
TOTAL ADDITIONAL RESOURCES	**$ (135,000)**	**$ 1,371,329**	**$ (860,000)**	**$ 2,650,000**	**$ 3,026,329**
NET EXCESS/(DEFICIENCY)	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

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2025/2026 CAPITAL PROJECT FUNDS - SUMMARY BY FUND

	Public Works Capital Improvement Fund	Street Capital Improvement Fund	Bridge & Arterial Capital Improvement Fund	Traffic Light Capital Improvement Fund	Frontier Center Capital Improvement Fund	Zoo Capital Improvement Fund	Golf Capital Improvement Fund	Fire Capital Improvement Fund	Total
REVENUES									
Taxes And Franchises	$ 790,000	$ -	$ -	$ -	$ -	$ -	$ -	$ 500,000	$ 1,290,000
Intergovernmental Revenue	-	2,015,846	-	-	-	-	-	-	2,015,846
Charges For Services	-	-	-	-	-	100,000	389,000	-	489,000
Contributions & Donations	-	-	-	-	1,500,919	950,000	-	-	2,450,919
Investment Income	50,000	20,000	-	-	-	10,000	-	-	80,000
Non Revenue Transfer	-	-	-	-	2,230,000	-	(300,000)	3,212,000	5,142,000
TOTAL REVENUES	**$ 840,000**	**$ 2,035,846**	**$ -**	**$ -**	**$ 3,730,919**	**$ 1,060,000**	**$ 89,000**	**$ 3,712,000**	**$ 11,467,765**
EXPENDITURES									
Capital Outlay	$ 2,200,000	$ 2,623,000	$ -	$ -	$ 4,681,860	$ 1,050,000	$ 235,000	$ 3,712,000	$ 14,501,860
TOTAL EXPENDITURES	**$ 2,200,000**	**$ 2,623,000**	**$ -**	**$ -**	**$ 4,681,860**	**$ 1,050,000**	**$ 235,000**	**$ 3,712,000**	**$ 14,501,860**
EXCESS/(DEFICIENCY)	**$ (1,360,000)**	**$ (587,154)**	**$ -**	**$ -**	**$ (950,941)**	**$ 10,000**	**$ (146,000)**	**$ -**	**$ (3,034,095)**
ADDITIONAL RESOURCES *									
Fund Balance-Estimated	$ 1,834,900	$ 1,301,400	$ -	$ -	$ 950,941	$ 880,100	$ 306,000	$ -	$ 5,273,341
Reserve for Future Capital	(474,900)	(714,246)	-	-	-	(890,100)	(160,000)	-	(2,239,246)
TOTAL ADDITIONAL RESOURCES	**$ 1,360,000**	**$ 587,154**	**$ -**	**$ -**	**$ 950,941**	**$ (10,000)**	**$ 146,000**	**$ -**	**$ 3,034,095**
NET EXCESS/ (DEFICIENCY)	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

* FY 2026 is the first year the City is presenting the Additional Resources section which includes estimated beginning fund balance and reserve balances.

2024/2025 ENTERPRISE FUNDS - SUMMARY BY FUND

	Airport Fund	Airport Customer Facility Charge (CFC) Fund	Airport Passenger Facility Charge (PFC) Fund	Water Fund	Sanitation Fund	Idaho Falls Power Fund	Fiber Fund	Wastewater Fund	Total
REVENUES									
Intergovernmental Revenue	$ 43,574,363	$ -	$ -	$ 1,250,000	$ -	$ 2,127,230	$ -	$ -	$ 46,951,593
Charges For Services	7,481,339	593,371	1,393,070	17,354,000	6,388,000	75,285,040	4,660,200	14,595,000	127,750,020
Rentals & Leases	404,421	-	-	-	-	150,000	1,200,000	8,000	1,762,421
Fines & Forfeitures	10,550	-	-	-	-	-	-	-	10,550
Investment Income	-	10,000	-	200,000	100,000	2,369,779	20,000	300,000	2,999,779
Miscellaneous	2,000	-	-	97,500	-	1,205,000	-	-	1,304,500
Debt Proceeds	17,000,000	-	-	-	-	1,368,229	-	-	18,368,229
Non Revenue Transfer	2,411,547	(225,000)	(2,186,547)	-	-	(1,835,754)	-	(2,000,000)	(3,835,754)
TOTAL REVENUES	**$ 70,884,220**	**$ 378,371**	**$ (793,477)**	**$ 18,901,500**	**$ 6,488,000**	**$ 80,669,524**	**$ 5,880,200**	**$ 12,903,000**	**$ 195,311,338**
EXPENDITURES									
Salaries And Wages	$ 2,224,085	$ -	$ -	$ 1,843,050	$ 1,562,734	$ 11,178,209	$ 936,770	$ 2,686,438	$ 20,431,286
Benefits	1,099,359	-	-	1,161,408	951,032	4,192,572	403,599	1,395,797	9,203,766
Current Operating Expense	4,369,437	-	-	7,044,086	3,473,668	52,577,340	1,209,820	6,357,970	75,032,322
Grant Expenditures	-	-	-	1,250,000	-	1,480,000	-	-	2,730,000
Capital Outlay	33,323,857	-	-	18,355,000	4,050,000	16,799,858	2,000,000	8,682,000	83,210,715
MERF Expenditures	90,000	-	-	-	-	2,211,484	-	207,101	2,508,585
Debt Service	1,033,638	-	-	-	-	5,315,700	1,250,000	1,100,000	8,699,338
MERF Allocation	160,500	-	-	-	-	-	-	-	160,500
Contingency	30,774,617	-	-	-	-	833,333	-	1,666,667	33,274,617
TOTAL EXPENDITURES	**$ 73,075,493**	**$ -**	**$ -**	**$ 29,653,543**	**$ 10,037,433**	**$ 94,588,496**	**$ 5,800,190**	**$ 22,095,973**	**$ 235,251,128**
EXCESS/(DEFICIENCY)	**$ (2,191,273)**	**$ 378,371**	**$ (793,477)**	**$ (10,752,043)**	**$ (3,549,433)**	**$ (13,918,972)**	**$ 80,010**	**$ (9,192,973)**	**$ (39,939,790)**

2024/2025 ENTERPRISE FUNDS - SUMMARY BY FUND

	Airport Fund	Airport Customer Facility Charge (CFC) Fund	Airport Passenger Facility Charge (PFC) Fund	Water Fund	Sanitation Fund	Idaho Falls Power Fund	Fiber Fund	Wastewater Fund	Total
ADDITIONAL RESOURCES *									
Fund Balance-Estimated	$ 2,690,000	$ 1,271,000	$ 2,489,700	$ 18,400,000	$ 7,000,000	$ 56,500,000	$ 100,000	$ 23,000,000	$ 111,450,700
Reserve for Future Capital	(498,727)	(1,649,371)	(1,696,223)	(7,647,957)	(3,450,567)	(11,381,028)	(180,010)	(12,727,404)	(39,231,287)
Reserve for Rate Stabilization	-	-	-	-	-	(28,500,000)	-	-	(28,500,000)
Reserve for Conservation	-	-	-	-	-	(2,700,000)	-	-	(2,700,000)
Reserve for Debt Service	-	-	-	-	-	-	-	(1,079,623)	(1,079,623)
TOTAL ADDITIONAL RESOURCES	**$ 2,191,273**	**$ (378,371)**	**$ 793,477**	**$ 10,752,043**	**$ 3,549,433**	**$ 13,918,972**	**$ (80,010)**	**$ 9,192,973**	**$ 39,939,790**
NET EXCESS/(DEFICIENCY)	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

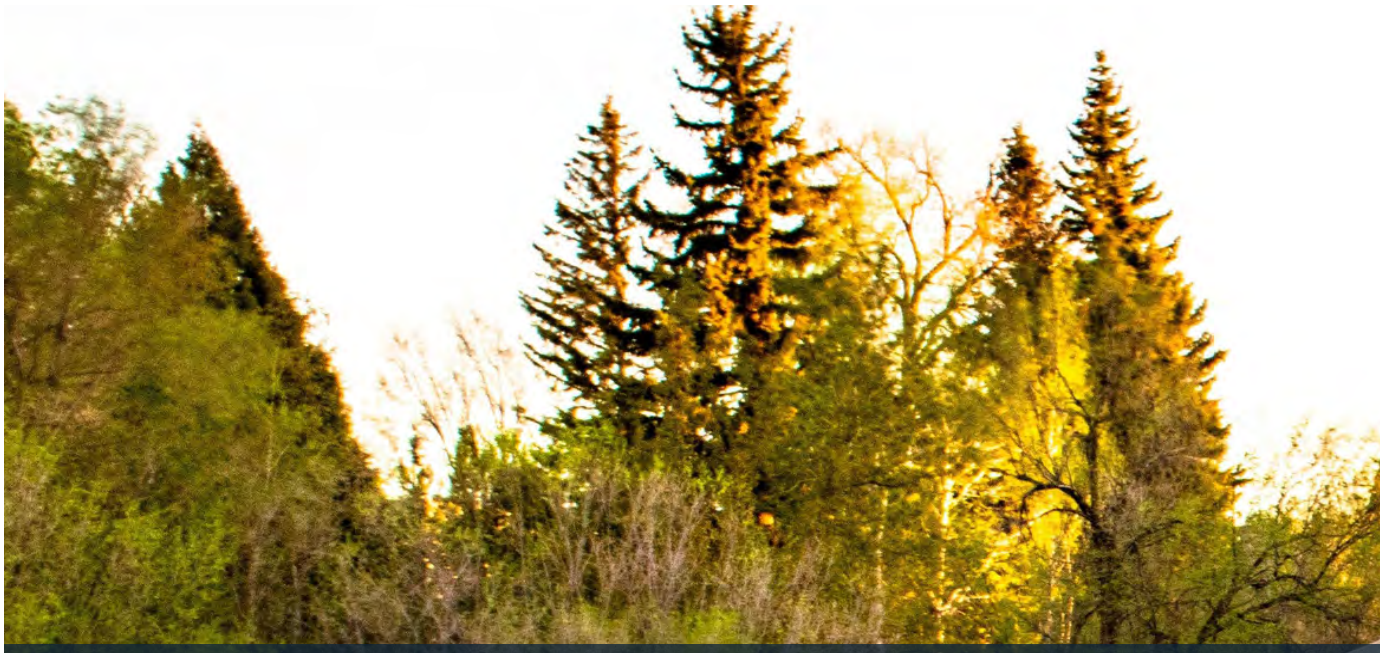
* FY 2026 is the first year the City is presenting the Additional Resources section which includes estimated beginning fund balance and reserve balances.

2025/2026 INTERNAL SERVICE FUNDS - SUMMARY BY FUND

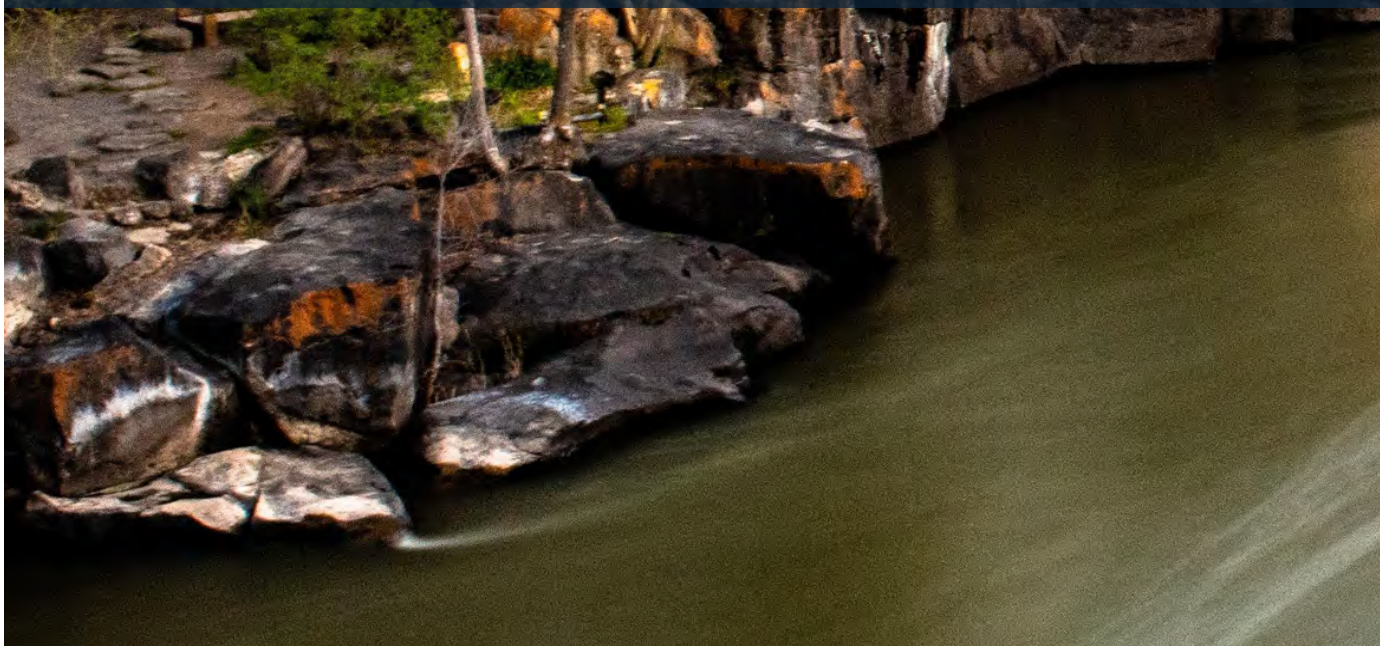
	Risk Management Fund	Health Insurance Fund	Total
REVENUES			
Investment Income	$ 75,000	$ -	$ 75,000
Miscellaneous	355,000	-	355,000
Non Revenue Transfer	3,510,000	540,000	4,050,000
TOTAL REVENUES	**$ 3,940,000**	**$ 540,000**	**$ 4,480,000**
EXPENDITURES			
Salaries And Wages	$ 76,089	$ -	$ 76,089
Benefits	29,604	-	29,604
Current Operating Expense	4,629,307	-	4,629,307
TOTAL EXPENDITURES	**$ 4,735,000**	**$ -**	**$ 4,735,000**
EXCESS/(DEFICIENCY)	**$ (795,000)**	**$ 540,000**	**$ (255,000)**
ADDITIONAL RESOURCES *			
Fund Balance-Estimated	$ 795,000	$ 6,988,000	$ 7,783,000
Reserve for Self Insurance	-	(4,688,000)	(4,688,000)
Reserve for Health Insurance	-	(2,840,000)	(2,840,000)
TOTAL ADDITIONAL RESOURCES	**$ 795,000**	**$ (540,000)**	**$ 255,000**
NET EXCESS/(DEFICIENCY)	**$ -**	**$ -**	**$ -**

* FY 2026 is the first year the City is presenting the Additional Resources section which includes estimated beginning fund balance and reserve balances.


IDAHO FALLS



DEPARTMENT & FUND BUDGETS



MAYOR AND CITY COUNCIL

General Fund—Mayor and City Council (Council)

MISSION STATEMENT

To provide the very best quality of life for all Idaho Falls residents by providing outstanding services and opportunities.

DIVISION DESCRIPTION

The Office of the Mayor is led by Mayor Rebecca Casper. The office manages and administers the day-to-day business of the City of Idaho Falls, provides executive leadership, and helps residents resolve questions, issues and concerns. The Office of the Mayor consists of the Mayor's Office, Communications, Economic Development and Government Affairs, and the City Clerk's Office.

CORE SERVICES

Mayor's Office:

- Provides day-to-day executive administration of all City functions to ensure the reliability of vital services to all residents.
- Presents a balanced annual City budget for Council approval, and provides responsible fiscal oversight of City contracts, agreements, and financial matters.
- Provides an annual State of the City report to Council, staff, and residents.
- Sets agendas and conducts Council Meetings, Work Sessions, Board Meetings and Budget Sessions.
- Conducts regular briefings with members of Council and research policy initiatives as needed.
- Provides overall management of the City's key initiatives and strategic planning efforts.
- Holds regular briefings with City department directors and staff to ensure the City is providing the best service to residents, and is responding to issues, priorities, and concerns.
- Manages and appoints the members of City boards, commissions, and committees.
- Gives speeches, official recognitions, proclamations and commendations in support of community events, organizations, and causes.
- Advocates for the City's interests with local and state legislators, federal officials and Idaho's Congressional delegation.
- Represents the community to the Department of Energy, and advocates for the City's economic interests, with Idaho National Laboratory, Energy Communities Alliance, the Idaho Advanced Energy Consortium and more.

Communications & Community Engagement:

- Provides regular, timely information and emergency updates to residents.
- Provides information to the public regarding important City business, events, and activities.
- Ensures City information – announcements, news stories, etc. – are disseminated with accuracy and timeliness to local and regional media outlets, and social media.
- Responds to media inquiries, and conducts press conferences and media interviews as needed.
- Monitors and updates City social media channels and provides oversight of City social media accounts.
- Supports other City departments' communications efforts to ensure the public receives regular, timely information about projects and priorities.
- Researches and responds to citizen inquiries, complaints, and concerns about City projects, initiatives and plans via mail, email, telephone, and in-person.

Economic Development & Government Affairs:

- Engages in economic development efforts to benefit the City and the region.
- Expands efforts to showcase Idaho Falls' unique strengths such as its strategic location, skilled workforce and quality of life.
- Supports local businesses by establishing strong partnerships with local government entities, nonprofit organizations, educational institutions, community leaders, business leaders and venture capitalists.
- Develops tourism infrastructure and expands marketing efforts to support local tourism-based enterprises.
- Represents the City of Idaho Falls in the community and at various official functions locally, regionally, nationally, and internationally.
- Serves as a liaison to key community stakeholders such as Greater Idaho Falls Chamber of Commerce, Idaho Falls Downtown Development Corporation, Idaho Falls Auditorium District, Association of Idaho Cities, Department of Commerce and Labor, U.S. Small Business Administration, and more.
- Engages with state and federal organizations and elected officials on issues impacting Idaho Falls.
- Reviews public policies and state legislation that impact the City and develops strategies to promote the interests of Idaho Falls.
- Works to secure state and federal grants and funding for essential City projects and programs

City Clerk's Office:

- Serves a vital role in ensuring efficient governance and transparency.
- Records all legislative actions by the Mayor and Council, including meeting agendas, council meeting minutes, ordinances, resolutions, and agreements.
- Accepts and processes public records requests, promoting openness and accountability.
- Serves as the official custodian for all City records, safeguarding our community's history and upholding its democratic processes.
- Conducts Mayoral and City Council elections.
- Issues and tracks City licensing, in the support of special events, businesses and tradesmen and more
- Manages and maintains records for Fielding and Rose Hill cemeteries.

ACCOMPLISHMENTS FOR FISCAL YEAR 2024/2025

- Idaho Falls was named one of America's Best Performing Small Cities by the Milken Institute for the fourth time in five years.
- Conducted the National Community Survey of Idaho Falls to gather resident feedback on the community's livability and key metrics such as City services, public safety, economic vitality, and overall quality of life.
- Broke ground on a natural gas peaking plant, the City's latest power generation facility that will provide on-demand energy during peak summer and winter months. This investment continues the City utility's long history of ensuring reliable and affordable energy.
- Broke ground for Fire Station 6 on Idaho Falls' north side to address growth and support the department's mission of providing professional life-saving services by keeping response times in line with national standards.
- Successfully began renovations of the Frontier Center for the Performing Arts, which will triple the size of the lobby, add ADA restrooms, enhance the drop-off and pick-up areas and more.
- Organized a special Town Hall featuring the U.S. Attorney's Office, local law enforcement officials, and local healthcare and recovery experts to highlight how the community can make a difference in battling the nationwide fentanyl epidemic.
- Approved the Airport Master Plan, which provides a road map to address a planned terminal expansion, continued growth in commercial and cargo traffic, and expanded routes.
- Continued growth of Greater Idaho Falls Transit (GIFT), a rideshare, public transportation program. GIFT's innovative concepts and effective problem-solving techniques were recognized by the Idaho Transportation Department (ITD) with induction into ITD's Hall of Fame for Innovation.

- Launched the Water Tower Tribute Project, a community-focused campaign designed to honor the City's historic water tower, while highlighting the need for the City's new water tower to meet demands from growth.
- Received the Idaho Award for Leadership in Energy Efficiency in recognition of the City's commitment to reducing energy consumption and lowering costs for local taxpayers through energy-efficient lighting upgrades.
- Completed the build out of the Idaho Falls Fiber network, marking a significant milestone in developing affordable and reliable broadband infrastructure for the entire City.
- Continued enhancements to the City's community engagement efforts to provide more ways for residents to learn about what is happening in Idaho Falls and get involved.

OBJECTIVES FOR FISCAL YEAR 2025/2026

- Promote a welcoming, attractive, safe, and diverse community that provides an outstanding quality of life for all community members.
- Embrace the small city communities, big city opportunities approach outlined in the City's Strategic Plan to provide outstanding services and sustainable economic, social, and recreational opportunities for all residents and the whole community.
- Use the results of the National Community Survey of Idaho Falls to improve communications, public awareness and City services.
- Build a model organization with an emphasis on leadership, strategic partnerships, and meaningful community engagement, asset and financial management and project implementation.
- Support and forward the Council's priorities of enhanced public safety and community policing, improved transportation, expanded recreational facilities, improved budgeting, and stewardship of City facilities and the Snake River corridor, expedited permitting and review, enhanced housing options and sustainability.
- Implement a strategic communications plan to better serve the vision and needs of our community.
- Provide a high level of responsive customer service that makes residents feel welcome, and uphold high values of public service, accountability, respect, and stewardship.
- Enhance opportunities for residents to get involved, stay informed and build community.
- Continue efforts to increase transparency and accountability in all the work we do.

MAJOR BUDGET CHANGES FOR FISCAL YEAR 2025/2026

- The City Clerk's budget no longer includes day-care licensing fees and expenses in response to changes in State Law that now forbid cities from licensing day-care facilities and day-care providers. Other changes have been made to ensure revenues and expenses are aligned to the departments that provide the services and incur the costs.
- The City Council budget includes continued support for Greater Idaho Falls Transit (GIFT).

MAYOR AND COUNCIL SUMMARY BY CATEGORY

	FY 2023 Actual	FY 2024 Actual	FY 2025 Adopted Budget	FY 2026 Proposed Budget
Revenue				
Licenses And Permits	$ 92,470	$ 192,779	$ 159,100	$ 101,600
Intergovernmental Revenue	100,163	231	35,000	-
Charges For Services	24,850	21,470	30,000	-
Miscellaneous	79,019	16,963	-	-
Total Revenues	**$ 296,501**	**$ 231,443**	**$ 224,100**	**$ 101,600**
Expenditures				
Salaries And Wages	$ 602,363	$ 697,078	$ 798,864	$ 853,951
Benefits	320,706	354,654	454,486	434,880
Current Operating Expense	393,294	525,024	986,837	862,829
Capital Outlay	-	2,420	-	-
MERF Expenditures	96,215	-	-	-
Grant Expenditures	50,163	50,231	35,000	-
MERF Allocation	6,000	6,766	6,766	6,766
Cost Allocation Transfers	(813,366)	(938,005)	(1,160,722)	(1,153,565)
Total Expenditures	**$ 655,375**	**$ 698,168**	**$ 1,121,231**	**$ 1,004,861**
Excess/(Deficiency)	**$ (358,874)**	**$ (466,725)**	**$ (897,131)**	**$ (903,261)**
Additional Resources *				
Reserve for Future Capital	$ -	$ -	$ -	$ (24,946)
Total Additional Resources	**$ -**	**$ -**	**$ -**	**$ (24,946)**
Net Excess/(Deficiency)	**$ (358,874)**	**$ (466,725)**	**$ (897,131)**	**$ (928,207)**

* FY 2026 is the first year the City is presenting the Additional Resources section which includes estimated beginning fund balance and reserve balances.

MAYOR AND COUNCIL SUMMARY BY DIVISION

	FY 2025 Adopted Budget		FY 2026 Proposed Budget			
Division	**Expenditure**	**Revenue**	**Expenditure**	**Revenue**	**$ Change Expenditure**	**% Change Expenditure**
General Fund						
Mayor	$ 293,422	$ 35,000	$ 306,660	$ -	$ 13,238	4.51%
Economic Development	150,626	-	101,946	-	(48,680)	-32.32%
City Clerk	255,220	189,100	110,269	101,600	(144,951)	-56.79%
Council	421,963	-	485,986	-	64,023	15.17%
Total	**$ 1,121,231**	**$ 224,100**	**$ 1,004,861**	**$ 101,600**	**$ (116,370)**	**-10.38%**

MAYOR AND COUNCIL PERSONNEL

	FY 2024 Budget	FY 2025 Budget	FY 2026 Proposed Budget
FT	**Number**	**Number**	**Number**
Mayor Administration			
Chief of Staff	1	1	1
Communication Specialist	1	- *	-
Executive Assistant	1	1	1
Mayor	1	1	1
Public Information Officer, Lead	-	1 *	1
Public Information Officer	1	1	1
Economic Development Administration			
Economic Development Administrator	1	1	1
City Clerk			
City Clerk	1	1	1
Deputy City Clerk	1	1	1
Office Assistant II	1	1	1
City Council			
City Council Member	6	6	6
Total	**15**	**15**	**15**

* Mid-year transfer

LEGAL

General Fund—Legal

MISSION STATEMENT

To proactively support, empower, and achieve the City's goals and ambitions and protect the City and the community.

CORE SERVICES

- The Legal Department provides municipal legal services to the City and its elected and appointed officials. The department is organized into two sections: General Civil Counsel and Prosecution.
- The Legal Department drafts and prepares City ordinances and resolutions, researches and drafts legal opinions, prepares contracts, prosecutes violations of City ordinances and State misdemeanors that occur within City limits. In addition, Legal supports utility and airport regulation and compliance, claims resolution, employment and labor work, and litigation, among other issues.

ACCOMPLISHMENTS FOR FISCAL YEAR 2024/2025

- Successfully represented the City in various prosecution matters. For the Fiscal Year 2024/2025, Legal will have handled over 2,100 criminal cases ranging from traffic infractions, general misdemeanors, and domestic violence charges. The caseload has increased between 15 to 20 percent. The Legal Department has seen an increase in jury trials, averaging just over one jury trial a month. For context, jury trials for the previous budget year were half as high.
- Provided timely responses to more than 2,000 police and general City public records requests.

OBJECTIVES FOR FISCAL YEAR 2025/2026

- Enhance the department's technology and facilities to create efficiencies.
- Continue addressing citizens' quality of life and supporting and promoting City departmental objectives.
- Reduce turnaround time for assignments using technology and strategic handling of workload.
- Recruit and retain high quality professionals.

LEGAL SUMMARY BY CATEGORY

	FY 2023 Actual	FY 2024 Actual	FY 2025 Adopted Budget	FY 2026 Proposed Budget
Revenues				
Fines & Forfeitures	$ 151,634	$ 196,547	$ 180,000	$ 180,000
Total Revenues	**$ 151,634**	**$ 196,547**	**$ 180,000**	**$ 180,000**
Expenditures				
Salaries And Wages	$ 509,139	$ 524,578	$ 657,678	$ 729,683
Benefits	178,275	187,696	283,493	292,690
Current Operating Expense	44,045	43,240	90,341	79,444
Cost Allocation Transfers	(340,625)	(353,222)	(406,789)	(360,936)
Total Expenditures	**$ 390,833**	**$ 402,291**	**$ 624,723**	**$ 740,881**
Net Excess/(Deficiency)	**$ (239,199)**	**$ (205,745)**	**$ (444,723)**	**$ (560,881)**
Additional Resources				
	$ -	$ -	$ -	$ -
Total Additional Resources	**$ -**	**$ -**	**$ -**	**$ -**
Net Excess/(Deficiency)	**$ (239,199)**	**$ (205,745)**	**$ (444,723)**	**$ (560,881)**

LEGAL SUMMARY BY DIVISION

	FY 2025 Adopted Budget		FY 2026 Proposed Budget			
Division	Expenditure	Revenue	Expenditure	Revenue	$ Change Expenditure	% Change Expenditure
General Fund						
City Attorney	$ 133,556	$ 180,000	$ 740,881	$ 180,000	$ 607,325	454.73%
Prosecution	491,167	-	-	-	(491,167)	-100.00%
Total	**$ 624,723**	**$ 180,000**	**$ 740,881**	**$ 180,000**	**$ 116,158**	**18.59%**

LEGAL PERSONNEL

	FY 2024 Budget	FY 2025 Budget	FY 2026 Proposed Budget
FT	**Number**	**Number**	**Number**
Assistant City Attorney	1	1	1
Admin Assistant-Legal	-	2 **	2
City Attorney	1	1	1
City Prosecutor	1	2	2
Legal Assistant	1	1	1
Office Assistant I-Legal	1	- **	-
PT			
Admin Assistant-Legal	0.5 *	-	-
	5.5	**7**	**7**

* Position funded at 0.5 FTE

** Mid-year Transfer

MUNICIPAL SERVICES DEPARTMENT

General Funds

MISSION STATEMENT

Dedicated to public services and working as a team, the Municipal Services Department is committed to best practices in customer service, transparency of public finances, information technology and security, and maintenance of City-owned facilities and equipment.

DIVISION DESCRIPTION

- Department Administration
- Information Technology
- Treasury
- Utility Billing
- Finance
- Finance Software Implementation (ERP)
- Building Maintenance
- Equipment Maintenance Facility
- Frontier Center for the Performing Arts

CORE SERVICES

- Public finances, investments, accounting, audit, treasury, and budget
- Payroll
- Procurement and accounts payable
- Assets and surplus of city-owned property
- Information Technology
- Building maintenance for over 200 City-owned properties
- Equipment maintenance of over 800 City vehicles and equipment
- Miscellaneous and utility billing for over 27,957 residential and 4,633 commercial and 6 industrial customers

ACCOMPLISHMENTS FOR FISCAL YEAR 2024/2025

- Completed quarterly finance presentations to City Council, completed a timely and clean audit, and balanced budget
- Completed construction of the City Hall Elevator in support of the Americans with Disabilities Act (ADA) building access
- Completed field fuel access in support of Greater Idaho Falls Transit (GIFT)
- Selected vendor and kicked off the Enterprise Resource Planning (ERP) Implementation Project

OBJECTIVES FOR FISCAL YEAR 2025/2026

- Integrate building stewardship planning and programming
- Install public access improvements in City Hall customer service areas
- Complete implementation of new Workday and Sprypoint ERP financial software

MAJOR BUDGET CHANGES FOR FY 2025/2026

In addition to the ERP Implementation, the IT budget also includes the new ERP license and maintenance costs for Workday and Sprypoint ($617,810).

MUNICIPAL SERVICES SUMMARY BY CATEGORY

	FY 2023 Actual	FY 2024 Actual	FY 2025 Adopted Budget	FY 2026 Proposed Budget
Revenue				
Licenses And Permits	$ -	$ -	$ -	$ -
Intergovernmental Revenue	91,600	926,104	1,251,500	187,500
Charges For Services	161,939	205,231	132,000	132,000
Rentals & Leases	382,449	9,642	14,000	5,500
Miscellaneous	(2,915)	30,871	1,500	1,500
Non Revenue Transfer	-	(59,000)	-	3,000,000
Total Revenues	**$ 633,073**	**$ 1,112,847**	**$ 1,399,000**	**$ 3,326,500**
Expenditures				
Salaries And Wages	$ 4,354,535	$ 4,934,306	$ 5,599,390	$ 5,912,450
Benefits	1,844,283	2,109,131	2,729,646	2,807,451
Current Operating Expense	7,146,739	6,285,719	10,874,802	9,470,727
Capital Outlay	126,059	396,882	575,000	2,875,000
MERF Expenditures	6,908	177,942	128,255	177,142
Debt Service	362,936	-	-	-
Grant Expenditures	86,122	1,145,119	1,064,000	-
Contingency	-	-	-	2,500,000
MERF Allocation	105,000	107,900	105,037	110,071
Interdepartmental Charges	(926,078)	(899,395)	(800,000)	(900,000)
Cost Allocation Transfers	(8,588,814)	(9,059,720)	(12,311,000)	(11,124,711)
Total Expenditures	**$ 4,517,689**	**$ 5,197,884**	**$ 7,965,130**	**$ 11,828,131**
Excess/(Deficiency)	**$ (3,884,616)**	**$ (4,085,036)**	**$ (6,566,130)**	**$ (8,501,631)**
Additional Resources				
Fund Balance-Estimated	$ -	$ -	$ 315,755	$ 3,079,643
Reserve for Future Capital	-	-	-	(893,374)
Total Additional Resources	**$ -**	**$ -**	**$ 315,755**	**$ 2,186,269**
Net Excess/(Deficiency)	**$ (3,884,616)**	**$ (4,085,036)**	**$ (6,250,375)**	**$ (6,315,362)**

* FY 2026 is the first year the City is presenting the Additional Resources section which includes estimated beginning fund balance and reserve balances.

MUNICIPAL SERVICES BUDGET BY DIVISION

Division	FY 2025 Adopted Budget		FY 2026 Proposed Budget		$ Change Expenditure	% Change Expenditure
	Expenditure	Revenue	Expenditure	Revenue		
General Fund						
Municipal Services	$ 144,346	$ -	$ 139,288	$ -	$ (5,058)	-3.50%
Information Technology	2,162,436	100,000	2,478,788	250,000	316,352	14.63%
Treasurer	226,885	-	302,116	-	75,231	33.16%
Utility Billing	13,070	-	74,999	-	61,929	473.83%
Finance	863,598	-	888,120	250,000	24,522	2.84%
Software Implementation	500,000	-	5,010,000	2,500,000	4,510,000	902.00%
Equipment Maintenance	392,253	189,000	415,618	189,000	23,365	5.96%
Building Maintenance	3,060,952	978,000	2,004,115	5,500	(1,056,837)	-34.53%
Frontier Center	601,590	132,000	515,088	132,000	(86,502)	-14.38%
Total	**$ 7,965,130**	**$ 1,399,000**	**$ 11,828,131**	**$ 3,326,500**	**$ 3,863,001**	**48.50%**

MUNICIPAL SERVICES PERSONNEL

	FY 2024 Budget	FY 2025 Budget	FY 2026 Proposed Budget
FT	**Number**	**Number**	**Number**
Municipal Services Administration			
Executive Assistant	1	1	1
Municipal Services Director	1	1	1
Information Technology			
Assistant Chief Information Officer	1 *	1	1
Chief Information Officer	1	1	1
IT Analyst/Supervisor	-	1 *	1
IT Business Intelligence Analyst I	4 *	4	4
IT Business Intelligence Analyst II	1 *	- *	-
IT Systems Administrator	2 *	3 **	3
IT Technician II	3 *	2 *	2
IT Technician III	1 *	1	1
Network Administrator I	-	1 *	1
Treasury			
Admin Assistant - Municipal Services	1 *	1	1
Business Office Manager I	1 *	1	1
Business Office Manager II	1	1	1
Finance Manager/Treasurer	1	- ***	-
Lead Treasury Clerk	1	1	1
Treasury Clerk	2	2	2
Treasury Operations Manager	1 *	1	1
Utility Billing			
Assistant Utility Supervisor	1	1	1
Credit Specialist	1	1	1
Customer Service Representative-Treasury	2	2	3
Utility Billing Specialist	2	2	2
Utility Supervisor	1	1	1
Finance Administration			
Accountant	1	1	1
Accountant I	4 *	4	4
Accountant II	1	1	1
Accountant III	2	2	2
Accounts Payable Clerk	2 *	2	2
Assistant Finance Manager	1 *	1	1
Finance Manager/Treasurer	-	1 ***	1
Payroll Coordinator	2 *	2	2
Procurement & Accounts Payable Supervisor	1 *	1	1
Procurement Specialist II	1 *	1	1
Property & Records Coordinator	1	1	1

MUNICIPAL SERVICES PERSONNEL

	FY 2024 Budget	FY 2025 Budget	FY 2026 Proposed Budget
FT	**Number**	**Number**	**Number**
Equipment Maintenance			
Admin Assistant - Municipal Services	1	1	1
Apprentice, Mechanic	-	-	1 *
Maintenance/Apprentice Tech	1	1	1
Fleet Technician, Journey	10	10 *	9
Parts & Inventory Coordinator	1	1	1
Shop Foreman	1	1	1
Shop Superintendent	1	1	1
Building Maintenance			
Building Maintenance Superintendent	1	1	1
Building Maintenance Specialist II	2	2	2
Building Maintenance Technician I	1 *	1	1 ****
Building Maintenance Technician II	3 *	3	3
Building Maintenance Foreman	1	1	1
Building Maintenance Lead Technician	3	3	3
Custodian	2	2	2
Office Assistant II	1	1	1
Frontier Center			
Auditorium Manager	1	1	1
Total	**76**	**77**	**78**

* Mid-year transfer

** Mid-year transfer Airport IT Specialist. Airport will pay wages and benefits through transfer

*** Transfered from Treasury to Finance Administration. Treasury Operations Manager position filled.

**** Vacant Electrician position will not be filled for budget savings

MUNICIPAL SERVICES DEPARTMENT

Fund–Frontier Center Capital Improvement Fund

MISSION STATEMENT

The Frontier Center for the Performing Arts has been a pillar of the community for over 70 years, providing world-class entertainment, cultural enrichment, and educational programming. With an approximately 1,800-seat capacity, the Frontier Center for the Performing Arts is the largest year-round performing arts facility offering an arched stage theater and Gala Orchestra Lift in the greater Idaho Falls area.

DIVISION DESCRIPTION

This division is for all capital projects related to the Frontier Center for the Performing Arts.

CORE SERVICES

Community Performing Arts Venue

ACCOMPLISHMENTS FOR FISCAL YEAR 2024/2025

- Completed request for bid for the Frontier Center Lobby Expansion project and began construction.

OBJECTIVES FOR FISCAL YEAR 2025/2026

- Frontier Center Lobby Expansion Capital Project: includes facility upgrades that will triple the size of the lobby to 6,600 square feet, add ADA approved restrooms, and add a passenger drop-off area. This project is expected to be completed in Fiscal Year 2025/2026.

MAJOR BUDGET CHANGES FOR FISCAL YEAR 2025/2026

- Frontier Center for the Performing Arts Lobby Expansion capital project, estimated at $7.2M. Funding includes Frontier Credit Union donation, CHC Foundation grant, Coronavirus State and Local Fiscal Recovery Funds (CSLFRF) ARPA (American Rescue Plan Act) grant, capital campaign donations, five-year pledges, and general funds.

FRONTIER CENTER CIP BY CATEGORY

	FY 2023 Actual	FY 2024 Actual	FY 2025 Adopted Budget	FY 2026 Proposed Budget
Revenue				
Intergovernmental Revenue	$ -	$ -	$ 1,200,000	$ -
Investment Income	6,947	41,936	-	-
Contributions & Donations	-	700,000	1,700,000	1,500,919
Miscellaneous	3,000	-	-	-
Non Revenue Transfer	-	-	-	2,230,000
Total Revenues	**$ 9,947**	**$ 741,936**	**$ 2,900,000**	**$ 3,730,919**
Expenditures				
Capital Outlay	$ -	$ -	$ 1,700,000	$ 4,681,860
Grant Expenditures	-	-	1,200,000	-
Total Expenditures	**$ -**	**$ -**	**$ 2,900,000**	**$ 4,681,860**
Excess/(Deficiency)	**$ 9,947**	**$ 741,936**	**$ -**	**$ (950,941)**
Additional Resources				
Fund Balance-Estimated	$ -	$ -	$ -	$ 950,941
Total Additional Resources	**$ -**	**$ -**	**$ -**	**$ 950,941**
Net Excess/(Deficiency)	**$ 9,947**	**$ 741,936**	**$ -**	**$ -**

* FY 2026 is the first year the City is presenting the Additional Resources section which includes estimated beginning fund balance and reserve balances.

COMMUNITY DEVELOPMENT SERVICES

General Fund - Community Development Services

MISSION STATEMENT

Helping the community's vision of the future become a reality.

DIVISION DESCRIPTION

There are three divisions under the Community Development Services umbrella:

- 1701: Planning and Building Divisions
- 1702: Bonneville Metropolitan Planning Organization (BMPO)
- 1703: Community Development Block Grants (CDBG) / Grants

CORE SERVICES

Building:

- Ensure safe construction of homes and non-residential buildings by administering and enforcing the International Code Council (ICC) family of codes.
- Review development plans for code compliance.
- Issue and manage building permits.
- Inspect new construction and remodel improvements.
- Administer contractor licensing program, and oversee contractor training classes.
- Assist contractors and homeowners with code interpretation and application.

Planning:

- Develop and implement the City's Comprehensive Plan (Imagine IF), which is the foundational policy document for the City of Idaho Falls. The Comprehensive Plan establishes the framework to guide public and private decisions about future growth, preservation, and change within the municipality.
- Administer the zoning, subdivision, flood plain, overlay zones, form-based and sign codes.
- Review annexations, subdivisions, plats, site plans, conditional use permits, variances, and other zoning related requests for compliance.
- Floodplain administration.
- Serve as staff support for Planning and Zoning Commission, Board of Adjustment, Historic Preservation Committee, and Idaho Falls Redevelopment Agency (IFRA).
- Conduct long-range planning studies and develop plans for specific areas.
- Participate in various boards including: Shade Tree Committee, Idaho Falls Downtown Development Corporation, Historic Preservation Committee, Bonneville Metropolitan Planning Organization, Bicycle/Pedestrian Advisory Committee, and Technical Advisory Committee.

Grants:

- Administer and manage the Community Development Block Grant (CDBG) program.
- Complete and manage Housing and Urban Development (HUD) reports, and submit to the Integrated Disbursement and Information (IDIS) system for HUD payments.
- Manage the Idaho Falls Business Assistance Corporation (IFBAC) revolving loan program.

- Manage the Targhee Regional Public Transportation Authority (TRPTA) Greater Idaho Falls Transit (GIFT) financial reports and expense disbursements.
- Participate on various boards including TRPTA, GIFT, and Region 6 Housing Coalition.
- Assist departments in finding and applying for grants.
- Americans with Disabilities Act (ADA) Coordination.

ACCOMPLISHMENTS FOR FISCAL YEAR 2024/2025

Building:

- Continued adjustment to building permit processes to decentralize permit review and make the building permit review process more transparent.
- Full roll out of CityWorks review software.
- Hired a new Building Official.
- Department reorganization with new Permit Clerks, Plans Examiners, Chief Building Inspector, and several Building, Mechanical, Electrical and Plumbing Inspector positions filled.
- Establishment of bi-weekly meetings with the Fire Department for permit and inspection coordination.
- Reestablishment of in-person contractor training.

Planning:

- De-Annexation of one Urban Renewal District, creation of one new Urban Renewal District, and three proposed new Urban Renewal Districts.
- Survey, drafting, and adoption of the Idaho Falls Historic Preservation Master Plan.
- Implementation of Imagine IF projects.
- New area of impact (AOI) with Bonneville County.

Grants:

- Developed and implemented CDBG annual action plans.
- Developed the Consolidated Annual Performance and Evaluation Report (CAPER) and submitted it to the City Council.
- Hosted and sponsored annual Fair Housing Training.
- Participated in the annual Homeless Stand Down.
- Supported HUD annual Point in Time Count.
- Continue to develop the grants program by developing workflows and processes, and work to ensure grant compliance.

OBJECTIVES FOR FISCAL YEAR 2025/2026

- Thorough review of planning and building fees and propose appropriate fee adjustments.
- Continue to monitor staffing levels.
- Third Party review and assessment of development entitlement process.
- Develop housing action plan to determine and set the appropriate City role in housing issues.
- Continue to work toward a self-sustaining grants program.
- Update CDBG 5 Year Consolidated Plan
- Continue to address barriers identified in the Analysis of Impediments to Fair Housing Choice.
- Implementation of Missing Middle Housing options within the Zoning Ordinance.
- Implementation of Historic Preservation Plan
- Promote the development of walkable centers.
- Re-establishment of the IDAHome Committee to address housing affordability in Idaho Falls.

MAJOR BUDGET CHANGES FOR FISCAL YEAR 2025/2026

The CDBG Grants Division is requesting $67,606 to fund the 5-year housing study, which cannot be done by City staff and is completed by a consultant to support the required 5-year Consolidated Plan.

COMMUNITY DEVELOPMENT SUMMARY BY CATEGORY

	FY 2023 Actual	FY 2024 Actual	FY 2025 Adopted Budget	FY 2026 Proposed Budget
Revenue				
Licenses And Permits	$ 1,155,505	$ 2,072,284	$ 1,600,496	$ 1,850,000
Intergovernmental Revenue	1,223,040	1,054,273	1,754,000	1,817,637
Charges For Services	470,961	445,603	467,000	417,000
Miscellaneous	103,618	400	105,000	-
Non Revenue Transfer	-	6,500	-	-
Total Revenues	**$ 2,953,124**	**$ 3,579,059**	**$ 3,926,496**	**$ 4,084,637**
Expenditures				
Salaries And Wages	$ 1,418,820	$ 1,481,453	$ 1,809,825	$ 1,739,586
Benefits	581,810	632,318	842,990	818,082
Current Operating Expense	763,069	562,054	932,055	881,017
Capital Outlay	323,934	249,180	400,000	-
MERF Expenditures	-	41,711	-	40,000
Grant Expenditures	289,887	313,412	55,000	1,037,964
MERF Allocation	16,500	23,997	25,489	26,289
Interdepartmental Charges	(33)	-	-	-
Cost Allocation Transfers	-	(2,532)	-	-
Total Expenditures	**$ 3,393,986**	**$ 3,301,593**	**$ 4,065,359**	**$ 4,542,939**
Excess/(Deficiency)	**$ (440,863)**	**$ 277,466**	**$ (138,863)**	**$ (458,302)**
Additional Resources				
Fund Balance-Estimated	$ -	$ -	$ -	$ 40,000
Reserve for Future Capital	-	-	-	(140,194)
Total Additional Resources	**$ -**	**$ -**	**$ -**	**$ (100,194)**
Net Excess/(Deficiency)	**$ (440,863)**	**$ 277,466**	**$ (138,863)**	**$ (558,495)**

* FY 2026 is the first year the City is presenting the Additional Resources section which includes estimated beginning fund balance and reserve balances.

COMMUNITY DEVELOPMENT SUMMARY BY DIVISION

Division	FY 2025 Adopted Budget Expenditure	FY 2025 Adopted Budget Revenue	FY 2026 Proposed Budget Expenditure	FY 2026 Proposed Budget Revenue	$ Change Expenditure	% Change Expenditure
General Fund						
Planning, Building and Inspection	$ 2,782,127	$ 2,127,496	$ 2,612,215	$ 2,267,000	$ (169,912)	-6.11%
Metropolitan Planning	455,744	1,029,000	1,044,397	1,047,637	588,653	129.16%
CDBG Program	827,488	770,000	886,327	770,000	58,839	7.11%
Total	**$ 4,065,359**	**$ 3,926,496**	**$ 4,542,939**	**$ 4,084,637**	**$ 477,580**	**11.75%**

COMMUNITY DEVELOPMENT PERSONNEL

	FY 2024 Budget	FY 2025 Budget	FY 2026 Proposed Budget
FT	Number	Number	Number
Community Development Services Administration			
Assistant Planning & Building Director	1	1	1
Building Inspector	1	1	1
Building Official	1	1	1
Building Permit Clerk	2	2	2
Community Development Services Director	1	1	1
Chief Bldg Insp/Lead Inspector	-	1 *	1
Chief Building Inspector	1	1	1
Chief Electrical Inspector	1	1	1
Chief Plumbing/Mech. Inspector	1	1	1
Commercial Plans Examiner	1	1	1
Electrical Inspector	1	1	1
Executive Assistant	1	1	1
GIS Analyst/Planner	1	1	1
Grants Coordinator	1	1	1
Planner I	2	2	2
Planner II: Long Range	1	1	1
Plumbing/Mechanical Inspector	1	- *	-
Residential Plan Examiner	1	1	1
Metropolitan Planning			
BMPO Deputy Director	1	1	1
Transportation Planner	1	1	1
CDGB Program/Grants			
Grant Administrator	1	1	1
PT			
Metropolitan Planning			
Office Assistant II-BMPO **	0.5	0.5	0.5
Total	**22.5**	**22.5**	**22.5**

* Mid-year transfer

** Office Asst II-BMPO funded at 0.5 FTE

BUSINESS IMPROVEMENT DISTRICT

Business Improvement District Fund

BUSINESS IMPROVEMENT DISTRICT SUMMARY BY CATEGORY

	FY 2023 Actual	FY 2024 Actual	FY 2025 Adopted Budget	FY 2026 Proposed Budget
Revenue				
Investment Income	$ 1,946	$ 1,938	$ 2,250	$ -
Miscellaneous	88,763	90,434	115,000	115,500
Total Revenues	**$ 90,709**	**$ 92,371**	**$ 117,250**	**$ 115,500**
Expenditures				
Current Operating Expense	$ 179,000	$ 115,500	$ 115,000	$ 115,500
Contingency	-	-	-	3,800
Total Expenditures	**$ 179,000**	**$ 115,500**	**$ 115,000**	**$ 119,300**
Excess/(Deficiency)	**$ (88,291)**	**$ (23,129)**	**$ 2,250**	**$ (3,800)**
Additional Resources				
Fund Balance-Estimated	$ -	$ -	$ -	$ 3,800
Total Additional Resources	**$ -**	**$ -**	**$ -**	**$ 3,800**
Net Excess/(Deficiency)	**$ (88,291)**	**$ (23,129)**	**$ 2,250**	**$ -**

* FY 2026 is the first year the City is presenting the Additional Resources section which includes estimated beginning fund balance and reserve balances.

BUSINESS IMPROVEMENT DISTRICT SUMMARY BY DIVISION

	FY 2025 Adopted Budget		FY 2026 Proposed Budget			
Division	Expenditure	Revenue	Expenditure	Revenue	$ Change Expenditure	% Change Expenditure
Special Revenue Fund						
Business Improvement District	$ 115,000	$ 117,250	$ 119,300	$ 115,500	$ 4,300	3.74%
Total	**$ 115,000**	**$ 117,250**	**$ 119,300**	**$ 115,500**	**$ 4,300**	**3.74%**

HUMAN RESOURCES

General Fund Human Resources Department

MISSION STATEMENT

The Human Resources Department is committed to fostering trust and engagement among the City of Idaho Falls's employees. Through transparent communication, visible presence, and reliable support, we ensure that employees feel empowered to seek assistance and trust that we have their best interests at heart. Our mission is to actively engage with all employees, cultivating a culture of collaboration and continuous improvement. We are dedicated to partnering with employees to maximize their potential and contribute to the success of our City.

DIVISION DESCRIPTION

The Human Resources Department is composed of six employees who are responsible for Human Resources and Risk Management Functions.

CORE SERVICES

Workforce Planning & Talent Acquisition

- Strategic human resource planning
- Recruitment, selection, and onboarding of employees
- Career and succession planning

Performance & Development

- Performance management systems and coaching
- Learning, development, and continuous education
- Leadership development and HR-related training

Compensation, Benefits & Recognition

- Competitive compensation and benefits administration
- Rewards and recognition programs
- Job and function evaluation

Employee Engagement & Relations

- Employee engagement initiatives
- Employee and labor relations
- Conflict resolution and workplace culture enhancement

Policy, Compliance & Risk Management

- Policy development and implementation
- Compliance with labor laws and regulations
- Equal Employment Opportunity (EEO) and diversity initiatives
- Risk management and workplace investigations

Health, Safety & Well-being

- Workplace health and safety programs
- Employee wellness initiatives
- Emergency preparedness and AED (Automated External Defibrillator) program management

ACCOMPLISHMENTS FOR FISCAL YEAR 2024/2025

- Launched a comprehensive Supervisor Training Program to equip leaders with essential management skills, enhance team performance, and support organizational growth.
- Successfully implemented a streamlined online performance management system and led targeted supervisor training to ensure effective adoption, accountability, and enhanced employee development.
- Conducted a comprehensive review and update of the City Personnel Policy Manual to ensure clarity, legal compliance, and alignment with current best practices.
- Successfully negotiated and finalized employee benefit renewals to ensure continued coverage and cost-effective plan options for the City.
- Coordinated the acquisition and installation of AEDs in 24 strategic locations across the City to enhance public safety and emergency preparedness.

OBJECTIVES FOR FISCAL YEAR 2025/2026

- Participate in a successful ERP system implementation by ensuring HR processes are seamlessly integrated.
- Advance performance management practices by refining evaluation tools, aligning individual goals with organizational priorities, and providing ongoing support to enhance accountability and development.
- Strengthen leadership and people management capabilities across all departments by delivering targeted training, coaching, and resources that empower supervisors and managers to lead high-performing, engaged teams.

HUMAN RESOURCES SUMMARY BY CATEGORY

	FY 2023 Actual	FY 2024 Actual	FY 2025 Adopted Budget	FY 2026 Proposed Budget
Revenue				
Miscellaneous	$ -	$ -	$ -	$ -
Total Revenues	**$ -**	**$ -**	**$ -**	**$ -**
Expenditures				
Salaries And Wages	$ 351,256	$ 369,393	$ 513,839	$ 504,915
Benefits	122,429	111,655	201,178	168,259
Current Operating Expense	258,455	199,130	316,878	326,727
Cost Allocation Transfers	(347,108)	(317,594)	(426,511)	(500,963)
Total Expenditures	**$ 385,032**	**$ 362,584**	**$ 605,384**	**$ 498,937**
Excess/(Deficiency)	**$ (385,032)**	**$ (362,584)**	**$ (605,384)**	**$ (498,937)**
Additional Resources				
	$ -	$ -	$ -	$ -
Total Additional Resources	**$ -**	**$ -**	**$ -**	**$ -**
Net Excess/(Deficiency)	**$ (385,032)**	**$ (362,584)**	**$ (605,384)**	**$ (498,937)**

HUMAN RESOURCES SUMMARY BY DIVISION

Division	FY 2025 Adopted Budget Expenditure	FY 2025 Adopted Budget Revenue	FY 2026 Proposed Budget Expenditure	FY 2026 Proposed Budget Revenue	$ Change Expenditure	% Change Expenditure
General Fund						
Human Resources	$ 605,384	$ -	$ 498,937	$ -	$ (106,447)	-17.58%
Total	**$ 605,384**	**$ -**	**$ 498,937**	**$ -**	**$ (106,447)**	**-17.58%**

HUMAN RESOURCES PERSONNEL

FT	FY 2024 Budget Number	FY 2025 Budget Number	FY 2026 Proposed Budget Number
Human Resource Manager	2	2	2
Human Resources Analyst	-	1	1
Human Resources Director	1	1	1
Human Resources Generalist	1	1	1
Total	**4**	**5**	**5**

POLICE

General Fund — Police

MISSION STATEMENT

In partnership with the people of Idaho Falls, our mission is to make a positive difference in the community and help people live safer, more prosperous, and healthier lives.

DIVISION DESCRIPTION

The Idaho Falls Police Department (IFPD) is united in a spirit of teamwork to be an open, courteous, and community-minded organization devoted to quality public service. We are dedicated to lives by values reflecting a genuine desire to care for the safety and well-being of the public we serve as well as the professionals who provide that service.

CORE SERVICES

Integrity, Courage, Honor, Trust, Excellence. All of our actions and decisions should reflect back to these core values.

Division Description

- Office of the Chief
  - Overall leadership and command of all IFPD operations and employees
  - Budgeting
  - Grant administrating
  - Public information
  - Intelligence and crime analysis
  - Policy review and creation
  - Community outreach
  - Blue in the School
- Patrol Bureau
  - 24/7 field operations and response
  - Traffic enforcement
  - Code enforcement
  - Animal Services
  - Special events and planning
  - Airport operations
  - Field Training Program
  - Secondary employment
  - K9 program
  - School Resource Officers
- Investigations and Special Operations Bureau
  - People crime investigations
  - Property crime investigations
  - Crime scene investigations
  - Internet Crimes Against Children
  - Digital Forensic examinations
  - Critical Outreach Programs & Education (COPE) team

  - Victim Advocate
  - Special Weapons and Tactics (SWAT) response
  - Crisis Negotiation Team (CNT)
  - Explosive Ordinance Disposal (EOD) Team
  - Unmanned Aircraft Team
  - Mobile Field Force (MFF)
- Professional Standards and Logistics Bureau
  - In service and specialty training for all employees
  - New officer training
  - Hiring, retention, and recruitment
  - Internal investigations
  - Equipment and Fleet management
  - 24/7 dispatching and emergency communications
  - Records
  - Evidence
  - Employee wellness

CORE SERVICES

- Provide 24/7 emergency and service response
- Provide 24/7 emergency and service communication for all public safety entities in the region
- Traffic enforcement
- Field investigations
- School Safety
- Criminal investigation
- Proactive community partnerships to prevent crime
- Special investigations
- Special teams
- COPE Team and Victim advocate services
- Code enforcement
- Airport safety
- Animal shelter
- Animal code enforcement
- Records management, report dissemination, and secure storage of property and evidence
- Public information and community engagement

ACCOMPLISHMENTS FOR FISCAL YEAR 2024/2025

- Completion of new 5-year strategic plan
- Local police academy in coordination with College of Eastern Idaho (CEI) and other local departments
- Implementation of geographic policing model and neighborhood policing programs
- Traffic enforcement with on-line reporting, citizen watch utilization, and communication back with citizen
- Code enforcement with on-line reporting, multidepartment cooperation, and communicating back with citizen
- Associations of Idaho Communities (AIC) City Achievement award for IFPD COPE team

OBJECTIVES FOR FISCAL YEAR 2025/2026

- Creation of Special Victims Unit (SVU) to better serve vulnerable sex crime victims
- Creation of IFPD Podcast to better engage with the community
- Creation of an IFPD explorer post and youth summer camp
- Completion of indoor shooting range project
- Reduction in both violent and property crime rates

MAJOR BUDGET CHANGES FOR FISCAL YEAR 2025/2026

The Police Department for Fiscal Year 2025/2026 does not have any major budget changes.

- The department was approved for a new School Resource Officer for Alturas funded at 78%. An existing officer with experience will be assigned to this position and most likely backfilled by a more entry-level officer. This is expected to have a budget neutral impact in the first year.
- The five year plan for adding additional officers has been paused by one year so there are no other new asks for additional officers in this fiscal year.
- IFPD plans to keep a flat budget as requested by the Mayor and Council.

POLICE SUMMARY BY CATEGORY

	FY 2023 Actual	FY 2024 Actual	FY 2025 Adopted Budget	FY 2026 Proposed Budget
Revenues				
Licenses And Permits	$ 24,550	$ 25,727	$ 35,000	$ 35,000
Intergovernmental Revenue	1,692,787	2,644,135	2,695,008	2,564,264
Charges For Services	98,807	95,268	117,500	158,000
Fines & Forfeitures	27,280	130,847	40,000	40,000
Rentals & Leases	1,486,306	40,579	37,000	40,579
Contributions & Donations	64,301	68,475	150,000	150,000
Miscellaneous	124,574	181,141	212,671	363,613
Non Revenue Transfer	-	6,000	-	-
Revenues Total	**$ 3,518,605**	**$ 3,192,172**	**$ 3,287,179**	**$ 3,351,456**
Expenditures				
Salaries And Wages	$ 11,686,498	$ 11,926,723	$ 11,686,635	$ 12,584,127
Benefits	4,597,216	5,080,683	6,244,115	6,185,950
Current Operating Expense	2,978,866	3,138,738	3,162,045	3,548,445
Capital Outlay	1,566,456	18,786	43,660	53,145
MERF Expenditures	855,558	603,025	1,284,890	450,000
Debt Service	1,996,239	2,073,375	1,506,012	2,286,857
Grant Expenditures	83,455	1,509,924	1,975,022	1,600,423
Contingency	-	-	-	950,000
MERF Allocation	880,000	1,084,410	1,182,993	1,301,292
Interdepartmental Charges	(860,000)	(945,552)	(1,011,171)	(1,194,996)
Cost Allocation Transfers	(24,752)	(20,071)	-	-
Expenditures Total	**$ 23,759,537**	**$ 24,470,040**	**$ 26,074,201**	**$ 27,765,243**
Excess/(Deficiency)	**$ (20,240,932)**	**$ (21,277,868)**	**$ (22,787,022)**	**$ (24,413,786)**
Additional Resources				
Fund Balance-Estimated	$ -	$ -	$ 1,284,890	$ 1,367,257
Reserve for Future Capital	-	-	-	(1,609,063)
Total Additional Resources	**$ -**	**$ -**	**$ 1,284,890**	**$ (241,806)**
Net Excess/(Deficiency)	**$ (20,240,932)**	**$ (21,277,868)**	**$ (21,502,132)**	**$ (24,655,593)**

* FY 2026 is the first year the City is presenting the Additional Resources section which includes estimated beginning fund balance and reserve balances.

POLICE SUMMARY BY DIVISION

Division	FY 2025 Adopted Budget		FY 2026 Proposed Budget		$ Change	% Change
	Expenditure	Revenue	Expenditure	Revenue	Expenditure	Expenditure
General Fund						
Police Administration	$ 3,184,155	$ 110,000	$ 4,040,370	$ 123,000	$ 856,215	26.89%
Police In Service Training	4,825,023	459,771	5,751,507	540,467	926,484	19.20%
Police Uniform Patrol	9,884,549	832,087	9,969,105	562,815	84,556	0.86%
Police Records and Service	571,854	-	597,851	-	25,997	4.55%
Police Criminal Investigation	3,845,167	499,928	3,421,295	572,442	(423,872)	-11.02%
Police 911 Communications	2,391,075	1,131,393	2,523,364	1,258,233	132,289	5.53%
Police Computer Supplies	353,541	-	427,749	-	74,208	20.99%
Police Animal Control	1,018,837	254,000	1,034,002	294,500	15,165	1.49%
Total	**$ 26,074,201**	**$ 3,287,179**	**$ 27,765,243**	**$ 3,351,456**	**$ 1,691,042**	**6.49%**

POLICE PERSONNEL

	FY 2024 Budget	FY 2025 Budget	FY 2026 Proposed Budget
FT	**Number**	**Number**	**Number**
Police Administration			
Executive Assistant	1	1	1
Police Captain	1	1	1
Police Chief	1	1	1
Police Crime Analyst	1	1	1
Public Information Officer	1	1	1
In-Service Training			
Admin Assistant - Police	2	1	1
Police Captain	1	1	1
Police Lieutenant	1	1	1
Police Officer, Senior	1	1	1
Police Sergeant	1	1	1
Police Training Coor & Prop Mgr	1 *	1	1
Property/Evidence Clerk	-	1	1
Training & Equipment Coordinator	1 *	1	1
Uniform Patrol			
Code Enforcement Offcr, Senior	1	1	1
Code Enforcement Officer	2	3 *	3
Police Captain	1	1	1
Police Lieutenant	3	3	3
Police Officer	15	28 *	28
Police Officer, Probationary	14 *	2 * & **	2
Police Officer, Senior	28 *	32 *	33
Police Sergeant	9	9	9
Records and Service			
Records Specialist	5	5	5
Records Supervisor	1	1	1
Criminal Investigation			
Police Captain	1	1 *	1
Police Lieutenant	1	1	1
Police Officer	1	3 *	3
Police Officer, Senior	18 *	12 *	12
Police Sergeant	2	2	2
Social Worker	1 *	1	1
Victims Services Coordinator	1	1	1
911 Communications			
Emergency Comm. Officer	15 *	18 *	18
Emergency Comm. Officer II	4	4	4
Emergency Comm. Officer III	1	1	1

POLICE PERSONNEL

	FY 2024 Budget	FY 2025 Budget	FY 2026 Proposed Budget
FT	**Number**	**Number**	**Number**
Emergency Comm. Officer Trn	7	3 *	3
Police Lieutenant	-	1 *	1
Animal Control			
Animal Control/Ordinance Officer	6 *	4 ***	4
Animal Services Manager	1	1	1
Animal Shelter Program Cor.	1	1	1
Lead Animal Cont/Ord. Officer	2	2	2
Total	**154**	**154**	**155**

* Mid-year transfer

** COPS grant application for 6 officers not awarded. Added only two officers as approved in FY 2024/2025 budget.

*** Two Animal Control Officers left and positions were eliminated in anticipation of selling the Animal Shelter

POLICE CIP

CIP — Police Fund

POLICE CIP SUMMARY BY CATEGORY

POLICE CIP	FY 2023 Actual	FY 2024 Actual	FY 2025 Adopted Budget	FY 2026 Proposed Budget
REVENUES & RESOURCES				
Taxes And Franchises	$ -	$ -	$ -	$ -
Fund Total	**$ -**	**$ -**	**$ -**	**$ -**
EXPENDITURES & APPROPRIATIONS				
Capital Outlay	$ 14,963,242	$ 5,344,723	$ -	$ -
Fund Total	**$ 14,963,242**	**$ 5,344,723**	**$ -**	**$ -**

POLICE IMPACT FEE

Impact Fee Fund—Police

POLICE IMPACT FEES SUMMARY BY CATEGORY

	FY 2023 Actual	FY 2024 Actual	FY 2025 Adopted Budget	FY 2026 Proposed Budget
Revenues				
Licenses And Permits	$ 237,273	$ 728,426	$ 565,000	$ 750,000
Investment Income	4,777	39,387	-	15,000
Non Revenue Transfer	-	-	6,056	-
Total Revenues	**$ 242,050**	**$ 767,814**	**$ 571,056**	**$ 765,000**
Expenditures				
Capital Outlay	$ -	$ -	$ -	$ -
Debt Service	-	-	798,000	630,000
Total Expenditures	**$ -**	**$ -**	**$ 798,000**	**$ 630,000**
Excess/(Deficiency)	**$ 242,050**	**$ 767,814**	**$ (226,944)**	**$ 135,000**
Additional Resources				
Fund Balance-Estimated	$ -	$ -	$ -	$ 814,200
Reserve for Future Capital	-	-	-	(949,200)
Total Additional Resources	**$ -**	**$ -**	**$ -**	**$ (135,000)**
Net Excess/(Deficiency)	**$ 242,050**	**$ 767,814**	**$ (226,944)**	**$ -**

* FY 2026 is the first year the City is presenting the Additional Resources section which includes estimated beginning fund balance and reserve balances.

FIRE

General Fund — Fire

MISSION STATEMENT

The Idaho Falls Fire Department (IFFD) is committed to providing professional life-saving services, ensuring the safety and security of our community.

FUND DESCRIPTION

The Fire Departments general fund consists of property tax dollars, intergovernmental funds, contracts, and grants.

CORE SERVICES

The IFFD provides the City and surrounding counties with an all-hazards emergency response service to include community risk reduction, fire suppression, fire investigation, fire prevention, hazardous materials, swift water rescue, technical rescue, and public education. Members of the department respond to major events such as snow and ice storms, wildland fires, electrical outages and downed power lines, floods, and other emergent needs from the communities served by the department.

ACCOMPLISHMENTS FOR FISCAL YEAR 2024/2025

- Installed emergency generator at station 7 enhancing response capabilities in the event of an emergency power outage, thereby reducing community risk. This was accomplished with funding provided by the American Rescue Plan Act (ARPA).
- Based on the department's revised Strategic Plan and the City's Comprehensive Plan for future City growth and response needs:
  - Combined American Rescue Plan Act (ARPA) funding, Wildland funds, and impact fees to begin construction of a fire station on the department's property located on N 15th East to address the department's current response needs.
- Continued to pursue grants and additional funding opportunities for a fire training facility.
- Received a grant for a self-contained breathing apparatus compressor.
- Completed construction of a 9/11 memorial at fire station 1 headquarters using donations from generous community donors.
- Managed current grants and applied for additional grants.
- Increased public education and outreach to aid in risk reduction goals.

OBJECTIVES FOR FISCAL YEAR 2025/2026

- Begin phase II of the construction project on N 15th East of construction of a storage facility.
- Update the fire department's strategic and comprehensive plans.

FUTURE OPPORTUNITIES/ISSUES

- Pursue funding opportunities and regional partnerships for a regional fire training facility.

- Pursue additional coordination with the Bonneville County Fire Protection District #1 to enhance coordinated response, reduce community risk, and enhance fire and emergency medical services to the community.

MAJOR BUDGET CHANGES FOR FISCAL YEAR 2025/2026

- Fire Apparatus Acquisition - The budget includes progress payments for new fire apparatus currently in the build process, ensuring future fleet readiness and modernization.
- Hazardous Materials Grant Award - Successfully awarded grant funding to support the Regional Hazardous Materials Response Team, enhancing regional response capabilities.
- Personnel and Airport Firefighting Services - The budget reflects adjustments related to personnel support and the renewed contract to provide Aircraft Rescue and Firefighting (ARFF) services at the regional airport.

FIRE SUMMARY BY CATEGORY

	FY 2023 Actual	FY 2024 Actual	FY 2025 Adopted Budget	FY 2026 Proposed Budget
Revenue				
Licenses And Permits	$ 56,992	$ 58,867	$ 40,500	$ 54,000
Intergovernmental Revenue	2,486,484	3,008,539	2,943,572	4,451,246
Charges For Services	130,266	128,015	90,000	125,000
Rentals & Leases	2,736,988	-	-	-
Contributions & Donations	500	-	-	28,500
Miscellaneous	100,244	8,732	14,000	8,200
Non Revenue Transfer	-	-	-	-
Total Revenues	**$ 5,511,475**	**$ 3,204,153**	**$ 3,088,072**	**$ 4,666,946**
Expenditures				
Salaries And Wages	$ 8,177,682	$ 8,265,649	$ 7,850,970	$ 9,310,638
Benefits	3,764,502	4,323,027	4,822,166	4,912,924
Current Operating Expense	1,779,652	1,844,805	2,013,431	2,251,100
Capital Outlay	411,635	89,313	140,000	64,500
MERF Expenditures	355,819	1,521,965	894,679	-
Debt Service	2,736,988	-	-	601,969
Grant Expenditures	166,752	1,306,036	1,212,256	2,638,000
MERF Allocation	500,000	785,000	785,000	785,000
Interdepartmental Charges	(264,932)	(850,113)	(450,000)	(1,328,000)
Cost Allocation Transfers	(49,113)	(32,540)	-	-
Total Expenditures	**$ 17,578,986**	**$ 17,253,142**	**$ 17,268,502**	**$ 19,236,131**
Excess/(Deficiency)	**$ (12,067,511)**	**$ (14,048,989)**	**$ (14,180,430)**	**$ (14,569,185)**
Additional Resources				
Fund Balance-Estimated	$ -	$ -	$ 894,679	$ 601,969
Reserve for Future Capital	-	-	-	(545,952)
Total Additional Resources	**$ -**	**$ -**	**$ -**	**$ 56,017**
Net Excess/(Deficiency)	**$ (12,067,511)**	**$ (14,048,989)**	**$ (14,180,430)**	**$ (14,513,168)**

* FY 2026 is the first year the City is presenting the Additional Resources section which includes estimated beginning fund balance and reserve balances.

FIRE SUMMARY BY DIVISION

Division	FY 2025 Adopted Budget Expenditure	FY 2025 Adopted Budget Revenue	FY 2026 Proposed Budget Expenditure	FY 2026 Proposed Budget Revenue	$ Change Expenditure	% Change Expenditure
General Fund						
Fire Administration	$ 1,517,944	$ 3,088,072	$ 3,972,696	$ 4,666,946	$ 2,454,752	161.72%
Fire Alarm Training	266,500	-	301,888	-	35,388	13.28%
Fire Prevention	927,050	-	953,203	-	26,153	2.82%
Fire Fighting	11,739,218	-	11,443,455	-	(295,763)	-2.52%
Fire Training	115,350	-	121,550	-	6,200	5.37%
Fire Stations and Buildings	470,771	-	476,245	-	5,474	1.16%
Fire Auxiliary Services	2,231,669	-	1,967,094	-	(264,575)	-11.86%
Total	**$ 17,268,502**	**$ 3,088,072**	**$ 19,236,131**	**$ 4,666,946**	**$ 1,967,629**	**11.39%**

FIRE PERSONNEL

FT	FY 2024 Budget Number	FY 2025 Budget Number	FY 2026 Proposed Budget Number
Fire Administration			
Business Office Manager I	-	1 *	1
Business Office Manager II	- *	1 **	1
Deputy Fire Chief	1	1	1
Executive Assistant	1 *	- *	-
Fire Chief	1	1	1
Fire Division Chief	1	1	1
Fire Prevention			
Fire Inspector II	4	4	4
Fire Marshal	1	1	1
Fire Fighting			
Fire Battalion Chief	3	3	3
Fire Captain	9	10	10
Fire Captain/Paramedic	12	11	11
Fire Driver	14	14	14
Fire Driver/Paramedic	8	7 ***	7
Firefighter 1st Class	-	- * & ***	-
Firefighter 2nd Class	-	4 *	4
Firefighter Paramedic-Sr	-	4 *	4
Firefighter Senior	23	26 *	24
Probationary Firefighter	12	- *	-
Total	**90**	**89**	**87**

* Mid-year transfer
** EMS Business Office Manager I transferred to Fire Administration
*** Two positions transferred from Fire to EMS

EMERGENCY MEDICAL SERVICES

Emergency Medical Services (EMS) Fund

MISSION STATEMENT

The Idaho Falls Fire Department is committed to providing professional lifesaving services, ensuring the safety and security of our community.

DIVISION DESCRIPTION

The Fire Department's Emergency Medical Services (EMS) fund consists of intergovernmental funds, service agreements, fees for service, and grants.

CORE SERVICES

The Idaho Falls Fire Department provides the City and surrounding counties with not only fire and all-hazards emergency response service, but also Emergency Medical Services (EMS) to include advanced life support transport, interfacility ambulance transports, tactical medicine, community education, and a paramedic mentoring program. The Department's EMS system provides emergency response to all of Bonneville County, as well as portions of Jefferson and Bingham Counties.

ACCOMPLISHMENTS FOR FISCAL YEAR 2024/2025

- Replaced two Type I transport ambulances.
- Replaced and installed security hardware at fire stations to increase personnel safety and equipment security.
- Replaced aging medical supply safes and equipment storage to enhance security.
- Implemented additional training modules for EMS personnel in CPR, Pediatric Advanced Life Support (PALS), and Advanced Cardiac Life Support (ACLS).
- Implemented new funding sources through State legislation.

OBJECTIVES FOR FISCAL YEAR 2025/2026

- Operationally move an ambulance to the fire station on N 15th East to enhance future growth and response needs.
- Continue to assist Jefferson County and Central Fire District in establishing an Advanced Life Support transport ambulance to enhance regional partnerships and enhance patient care.
- Replace two Type I ambulances.

MAJOR BUDGET CHANGES FOR FISCAL YEAR 2025/2026

- Estimated new funding source through the Medicaid Ground Emergency Medical Transport (GEMT) program expected to be received in Spring 2026 and continue annually going forward to provide supplemental funding to cover the gap between actual costs of transporting Medicaid patients in emergency situations and the reimbursement received from Medicaid.

EMERGENCY MEDICAL SERVICES SUMMARY BY CATEGORY

	FY 2023 Actual	FY 2024 Actual	FY 2025 Adopted Budget	FY 2026 Proposed Budget
Revenues				
Intergovernmental Revenue	$ 4,189,706	$ 3,655,952	$ 3,675,495	$ 5,080,176
Charges For Services	5,585,468	5,517,910	4,959,937	4,709,524
Investment Income	40,130	153,757	90,000	50,000
Contributions & Donations	-	-	5,000	5,000
Miscellaneous	167,332	118,023	105,000	96,150
Non Revenue Transfer	725,000	728,000	-	-
Total Revenues	**$ 10,707,636**	**$ 10,173,642**	**$ 8,835,432**	**$ 9,940,850**
Expenditures				
Salaries And Wages	$ 4,112,587	$ 4,419,612	$ 4,738,619	$ 5,224,904
Benefits	1,870,859	2,056,427	2,637,805	2,801,955
Current Operating Expense	1,231,262	1,461,983	1,912,753	2,199,352
Capital Outlay	2,971	-	-	-
MERF Expenditures	476,376	360,382	303,719	574,000
Debt Service	-	-	-	303,719
Grant Expenditures	609,051	313,175	15,000	644,150
MERF Allocation	725,000	725,000	725,000	465,000
Interdepartmental Charges	(310,806)	(351,331)	(350,000)	(400,000)
Cost Allocation Transfers	(11,039)	-	-	-
Total Expenditures	**$ 8,706,261**	**$ 8,985,248**	**$ 9,982,896**	**$ 11,813,080**
Excess/(Deficiency)	**$ 2,001,375**	**$ 1,188,394**	**$ (1,147,464)**	**$ (1,872,230)**
Additional Resources				
Fund Balance-Estimated	$ -	$ -	$ 303,719	$ 3,467,719
Reserve for Future Capital	-	-	-	(1,595,489)
Total Additional Resources	**$ -**	**$ -**	**$ 303,719**	**$ 1,872,230**
Net Excess/(Deficiency)	**$ 2,001,375**	**$ 1,188,394**	**$ (843,745)**	**$ -**

* FY 2026 is the first year the City is presenting the Additional Resources section which includes estimated beginning fund balance and reserve balances.

EMERGENCY MEDICAL SERVICES SUMMARY BY DIVISION

	FY 2025 Adopted Budget		FY 2026 Proposed Budget			
Division	Expenditure	Revenue	Expenditure	Revenue	$ Change Expenditure	% Change Expenditure
Special Revenue Fund						
Ambulance	$ 9,982,896	$ 8,835,432	$ 11,813,080	$ 9,940,850	$ 1,830,184	18.33%
Total	**$ 9,982,896**	**$ 8,835,432**	**$ 11,813,080**	**$ 9,940,850**	**$ 1,830,184**	**18.33%**

EMERGENCY MEDICAL SERVICES PERSONNEL

	FY 2024 Budget	FY 2025 Budget	FY 2026 Proposed Budget
FT	**Number**	**Number**	**Number**
Deputy Fire Chief	1	1	1
Fire Division Chief	1	- *	-
Business Office Manager II	1	- **	-
Firefighter 1st Class	1	- *	-
Firefighter 2nd Class	-	2 * & ***	2
Firefighter Senior	13	23 *	25
Firefighter Paramedic-Sr	21	22 *	22
Fire Driver/Paramedic	2	3 ***	3
Fire Captain/Paramedic	3	4 *	4
Probationary Firefighter ****	5 *	- *	-
Total	**48**	**55**	**57**

* Mid-year transfer

** Position moved from EMS to Fire Administration

*** 2 Positions moved from Fire to EMS

**** Approved for 6 additions in last quarter of FY 2024/2025. Positions were hired in February 2025.

WILDLAND FIRE

Wildland Fire Fund

MISSION STATEMENT

The Idaho Falls Fire Department is committed to providing professional life-saving services, ensuring the safety and security of our community.

DIVISION DESCRIPTION

The department's Wildland fund is established through the Idaho Cooperative Mobilization Agreement. This agreement funds the department through agreed-upon fees for service of equipment and/or personnel while deployed for wildfire events through the Idaho Department of Lands.

CORE SERVICES

- Provide for wildland/urban interface coverage for the City of Idaho Falls.
- Maintain deployable fee-based services for the Department of Lands and Forest Service during the wildfire season in the Western United States.

ACCOMPLISHMENTS FOR FISCAL YEAR 2024/2025

- Applied for a FEMA grant for a new Type 3 wildland apparatus.
- Established funding to offset costs for the construction of a fire station and storage facility; limiting the financial impact to the general fund.
- Placed two fully equipped wildland ambulances into service.

OBJECTIVES FOR FISCAL YEAR 2025/2026

- Apply for a FEMA grant to fund a new Type 4 wildland apparatus.
- Certify and maintain approximately 50 department employees at the Type II wildland certification or higher.
- Provide funding for the North Fire Station project.

WILDLAND FIRE SUMMARY BY CATEGORY

	FY 2023 Actual	FY 2024 Actual	FY 2025 Adopted Budget	FY 2026 Proposed Budget
Revenues				
Intergovernmental Revenue	$ 878,343	$ 1,781,823	$ 2,250,000	$ 2,310,000
Investment Income	23,196	44,330	25,000	5,000
Non Revenue Transfer	-	-	(900,000)	(1,255,671)
Revenues Total	**$ 901,539**	**$ 1,826,153**	**$ 1,375,000**	**$ 1,059,329**
Expenditures				
Current Operating Expense	$ 779,458	$ 1,397,003	$ 1,067,569	$ 1,374,329
Capital Outlay	83,549	71,292	750,000	-
Grant Expenditures	-	-	-	560,000
Expenditures Total	**$ 863,006**	**$ 1,468,294**	**$ 1,817,569**	**$ 1,934,329**
Excess/(Deficiency)	**$ 38,533**	**$ 357,859**	**$ (442,569)**	**$ (875,000)**
Additional Resources				
Fund Balance-Estimated	$ -	$ -	$ -	$ 875,000
	-	-	-	-
Total Additional Resources	**$ -**	**$ -**	**$ -**	**$ 875,000**
Net Excess/(Deficiency)	**$ 38,533**	**$ 357,859**	**$ (442,569)**	**$ -**

* FY 2026 is the first year the City is presenting the Additional Resources section which includes estimated beginning fund balance and reserve balances.

WILDLAND FIRE SUMMARY BY DIVISION

	FY 2025 Adopted Budget		FY 2026 Proposed Budget			
Division	**Expenditure**	**Revenue**	**Expenditure**	**Revenue**	**$ Change Expenditure**	**% Change Expenditure**
Special Revenue Fund						
Wildland Deployment	$ 1,817,569	$ 1,375,000	$ 1,934,329	$ 1,059,329	$ 116,760	6.42%
Total	**$ 1,817,569**	**$ 1,375,000**	**$ 1,934,329**	**$ 1,059,329**	**$ 116,760**	**6.42%**

FIRE IMPACT FEE

Impact Fee Fund—Fire

MAJOR BUDGET CHANGES FOR FISCAL YEAR 2025-26

Funding the construction of the North Fire Station #6 and the Storage Facility.

FIRE IMPACT FEES SUMMARY BY CATEGORY

	FY 2023 Actual	FY 2024 Actual	FY 2025 Adopted Budget	FY 2026 Proposed Budget
Revenues				
Licenses And Permits	$ 126,253	$ 600,107	$ 470,000	$ 625,000
Investment Income	1,844	26,393	-	10,000
Non Revenue Transfer	-	-	(682,692)	(1,956,329)
Revenues Total	**$ 128,097**	**$ 626,500**	**$ (212,692)**	**$ (1,321,329)**
Expenditures				
Current Operating Expense	$ -	$ -	$ -	$ 50,000
Capital Outlay	-	-	-	-
Expenditures Total	**$ -**	**$ -**	**$ -**	**$ 50,000**
Excess/(Deficiency)	**$ 128,097**	**$ 626,500**	**$ (212,692)**	**$ (1,371,329)**
Additional Resources				
Fund Balance-Estimated	$ -	$ -	$ -	$ 1,371,329
	-	-	-	-
Total Additional Resources	**$ -**	**$ -**	**$ -**	**$ 1,371,329**
Net Excess/(Deficiency)	**$ 128,097**	**$ 626,500**	**$ (212,692)**	**$ -**

* FY 2026 is the first year the City is presenting the Additional Resources section which includes estimated beginning fund balance and reserve balances.

FIRE CIP

Capital Improvement Project—Fire

MAJOR BUDGET CHANGES FOR FISCAL YEAR 2025-26

Funding the completion of the construction of the N Fire Station funded by Impact Fees and Wildland funds.

FIRE CIP SUMMARY BY CATEGORY

	FY 2023 Actual	FY 2024 Actual	FY 2025 Adopted Budget	FY 2026 Proposed Budget
Revenues				
Taxes And Franchises	$ 395,897	$ 392,819	$ 401,524	$ 500,000
Intergovernmental Revenue	-	-	1,312,270	-
Non Revenue Transfer	-	884,560	1,587,730	3,212,000
Revenues Total	**$ 395,897**	**$ 1,277,379**	**$ 3,301,524**	**$ 3,712,000**
Expenditures				
Capital Outlay	$ -	$ -	$ 1,587,730	$ 3,712,000
Grant Expenditures	-	-	1,312,270	-
Expenditures Total	**$ -**	**$ -**	**$ 2,900,000**	**$ 3,712,000**
Excess/(Deficiency)	**$ 395,897**	**$ 1,277,379**	**$ 401,524**	**$ -**
Additional Resources				
	$ -	$ -	$ -	$ -
Total Additional Resources	**$ -**	**$ -**	**$ -**	**$ -**
Net Excess/(Deficiency)	**$ 395,897**	**$ 1,277,379**	**$ 401,524**	**$ -**

* FY 2026 is the first year the City is presenting the Additional Resources section which includes estimated beginning fund balance and reserve balances.

PARKS

Fund—General Fund - Parks & Zoo

MISSION STATEMENT

The mission of the Idaho Falls Parks and Recreation Department is to enrich the community.

The vision of the Idaho Falls Parks and Recreation Department is to be leaders in providing healthy, fun experiences.

DIVISION DESCRIPTION

The Parks and Recreation Department's general fund divisions include park and cemetery maintenance, the Idaho Falls Zoo, Sandy Downs, Noise Park, Activity Center, and the War Bonnet Round-Up Rodeo.

CORE SERVICES

The Parks Division is responsible for a myriad of City services. The Division's operational activities are separated into Administration, Parks Maintenance, Horticulture/Urban Forestry, Weed/Environmental Control, Irrigation Management, and Cemeteries.

The Idaho Falls Zoo (the Zoo) is the "best little zoo in the west" featuring the largest collection of exotic animals in Idaho. It was the first zoo in Idaho to be accredited by the Association of Zoos and Aquariums (AZA), celebrating more than 25-years of accreditation. With more than 320 individual animals representing 120 species from around the globe, the Zoo is proud of its mission of supporting local and global conservation.

The War Bonnet Round-Up is Idaho's Oldest Professional Rodeo. Held every year the first weekend in August, Idaho's Oldest Rodeo is a Professional Rodeo Cowboy Association (PRCA) sanctioned event in Idaho Falls. Today, more than 450 cowboys and cowgirls compete each summer in front of more than 13,000 rodeo enthusiasts. Since 1911, the War Bonnet has featured traditional rodeo events such as bull riding, bareback, saddle bronc, barrel racing, steer wrestling, team roping, tie-down roping and steer roping. In 2019, the War Bonnet was one of the first professional rodeos to introduce breakaway roping to its lineup.

ACCOMPLISHMENTS FOR FISCAL YEAR 2024/2025

- Realigned and widened North Park Road, into the western portion of Tautphaus Park.
- Widened and rebuilt a portion of Rogers Drive in the eastern portion of Tautphaus Park.
- Continued development of Heritage Park into a pristine riverfront park with water features, additional trees, and park amenities that improve the usability of the space.
- Built a restroom at Heritage Park.
- Overlaid pickleball court surfacing in Lincoln Park.
- Laid sod around pond 2 in Ryder Park.
- With funding from the Transportation Alternative Program (TAP Grant), installed concrete barriers and railing on both sides of the Pancheri bridge, for increased pedestrian safety.
- Continued work on Adventure Island in the Zoo.
- Received an award from the PRCA as the "BEST MEDIUM SIZED RODEO IN IDAHO".

OBJECTIVES FOR FISCAL YEAR 2025/2026

- Plan and develop parks and facilities that are environmentally sensitive, provide diverse leisure-time opportunities and support the community's vision and desires.
- Provide the quality of life for residents, businesses, and visitors that make people choose Idaho Falls as their home and/or place of business.

- Maintain City's landscaped areas including parks, rights of way, retention ponds, Riverwalk, city entrance ways, and public plazas.
- Operate the "best little zoo in the west" in a professional manner and obtain another 5-year AZA Accreditation certification.
- Run Zoo programs, classes, and camps to educate the community on conservation issues and Zoo needs.

MAJOR BUDGET CHANGES FOR FISCAL YEAR 2025/2026

- Maintenance of river corridor parks have transitioned to being directly charged to the Power Fund as part of Power's recreation plan.

PARKS SUMMARY BY CATEGORY

PARKS TOTAL	FY 2023 Actual	FY 2024 Actual	FY 2025 Adopted Budget	FY 2026 Proposed Budget
Revenues				
Licenses And Permits	$ 75	$ 50	$ 300	$ 75
Intergovernmental Revenue	422,383	164,101	275,000	369,154
Charges For Services	1,490,599	1,652,931	2,312,759	2,448,150
Investment Income	11,738	21,920	10,000	5,000
Rentals & Leases	73,060	66,754	-	22,100
Contributions & Donations	323,173	273,048	1,811,500	267,500
Miscellaneous	7,147	(3,540)	5,000	5,000
Non Revenue Transfer	275,000	95,983	(260,000)	40,000
Revenues Total	**$ 2,603,176**	**$ 2,271,247**	**$ 4,154,559**	**$ 3,156,979**
Expenditures				
Salaries And Wages	$ 4,258,174	$ 4,604,359	$ 4,921,532	$ 5,076,065
Benefits	1,744,722	1,932,414	2,368,748	2,242,453
Current Operating Expense	3,628,094	3,464,733	4,792,692	4,519,982
Capital Outlay	351,100	1,139,334	130,500	516,913
MERF Expenditures	163,600	695,266	615,545	708,839
Grant Expenditures	413,553	1,209,184	1,875,000	369,154
MERF Allocation	1,008,400	561,651	645,397	661,614
Interdepartmental Charges	(70,195)	(75,966)	(50,000)	(1,400,000)
Cost Allocation Transfers	(59,745)	(106,295)	-	-
Expenditures Total	**$ 11,437,703**	**$ 13,424,680**	**$ 15,299,414**	**$ 12,695,021**
Excess/(Deficiency)	**$ (8,834,527)**	**$ (11,153,432)**	**$ (11,144,855)**	**$ (9,538,042)**
Additional Resources *				
Fund Balance-Estimated	$ -	$ -	$ 615,545	$ 708,839
Reserve for Future Capital	-	-	-	(2,026,816)
Total Additional Resources	**$ -**	**$ -**	**$ 615,545**	**$ (1,317,977)**
Net Excess/(Deficiency)	**$ (8,834,527)**	**$ (11,153,432)**	**$ (10,529,310)**	**$ (10,856,019)**

* FY 2026 is the first year the City is presenting the Additional Resources section which includes estimated beginning fund balance and reserve balances.

PARKS SUMMARY BY DIVISION

Division	FY 2025 Adopted Budget Expenditure	FY 2025 Adopted Budget Revenue	FY 2026 Proposed Budget Expenditure	FY 2026 Proposed Budget Revenue	$ Change Expenditure	% Change Expenditure
General Fund						
Parks Administration	$ 2,395,995	$ 1,488,000	$ 1,222,869	$ 664,154	$ (1,173,126)	-48.96%
Parks Sandy Downs	265,915	-	279,949	2,100	14,034	5.28%
Parks Maintenance	5,808,136	391,800	4,142,051	109,575	(1,666,085)	-28.69%
Parks Zoo	-	-	-	-	-	
Parks Weed & Snow Removal	585,517	-	772,971	150	187,454	32.02%
Parks Noise Park	34,511	-	33,915	-	(596)	-1.73%
Parks Horticulture and Forestry	965,078	-	953,178	-	(11,900)	-1.23%
Parks Activity Center	240,415	-	220,568	20,000	(19,847)	-8.26%
Parks Warbonnet	466,998	596,000	585,100	720,000	118,102	25.29%
Parks Zoo	3,393,192	1,713,759	3,443,427	1,676,000	50,235	1.48%
Cemeteries	1,143,657	225,000	1,040,993	225,000	(102,664)	-8.98%
Non-Departmental	-	(260,000)	-	(260,000)	-	
Total	**$ 15,299,414**	**$ 4,154,559**	**$ 12,695,021**	**$ 3,156,979**	**$ (2,604,393)**	**-17.02%**

PARKS PERSONNEL

	FY 2024 Budget	FY 2025 Budget	FY 2026 Proposed Budget
FT	**Number**	**Number**	**Number**
Parks Administration			
Executive Assistant	1 *	1	1
Marketing & Volunteer Coordinator	1	1	1
Parks & Recreation Director	1	1	1
Recreation Superintendent	1	1	1
Sandy Downs			
Lead Maintenance Operator - Parks	1	1	1
Parks Maintenance			
Business Office Manager II	1 *	1	1
Irrigation Specialist	1	1	1
Parks & Cemetery Assistant Superintendent	1 *	1	1
Parks Foreman	1	1	1
Parks Maintenance Operator I	11 *	10 *	10
Parks Maintenance Operator II	4	6 *	6
Parks Maintenance Operator III	3	3	3
Parks Manager	3	3	3
Parks/Cemetery Superintendent	1	1	1
Weed and Snow Removal			
Parks Maintenance Operator II	1 *	1 *	1
Parks Maintenance Operator III	1	1	1
Parks Manager	1	1	1
Horticulture and Forestry			
Horticulture/Forestry Tech	1	1	1
Horticulturist	1	1	1
Horticulturst/Forestry Laborer	2	2	2
Urban Forester	1	1	1
Activity Center			
Custodian	1	- *	-
Custodian/Facility Coordinator	1	- *	-
Parks Maintenance Operator I	-	2 *	2
Zoo			
Animal Care Supervisor	1	1	1
Zoo Curator of Education	1 *	1	1
Zoo Educator	2	2	2
Zoo Facilities Maintenance Specialist	2 *	2	2
Zoo Facilities Service Manager	1	- *	-
Zoo Facilities Services Supervisor	-	1 *	1
Zoo Facility Maintenance	-	1 *	1

PARKS PERSONNEL

	FY 2024 Budget	FY 2025 Budget	FY 2026 Proposed Budget
FT	**Number**	**Number**	**Number**
Zoo Facility Maintenance Assistant	1	- *	
Zoo General Curator	1	1	1
Zoo Guest Services Manager	-	1	1
Zoo Guest Services Supervisor	2	-	-
Zoo Keeper	6	6	7
Zoo Keeper Assistant	2	- *	-
Zoo Registrar/Receptionist	1	1	1
Zoo Superintendent	1	1	1
Zoo Veterinary Tech/Zookeeper	1	1	1
Cemeteries			
Cemetery Maintenance Operator	-	1 *	1
Cemetery Sexton	1	1	1
Lead Maintenance Operator - Cemetery	3	2 *	2
PT			
Zoo Keeper **	-	1	1
Total	**67**	**66**	**67**

* Mid-year transfer

** 2 0.5 FTEs

RECREATION

Fund—Recreation Fund

MISSION STATEMENTS

The mission of the Idaho Falls Parks and Recreation Department is to enrich the community.

The vision of the Idaho Falls Parks and Recreation Department is to be leaders in providing healthy, fun experiences.

DIVISION DESCRIPTION

The Recreation Division is responsible to plan, organize, implement, facilitate, and evaluate recreation experiences, facilities, and services that meet a physical, emotional, social, or mental need of individuals in our community.

CORE SERVICES

- Provide high quality, family friendly recreational experiences by organizing, promoting, and delivering programs, activities, and services to our community.
- Promote healthy lifestyles by delivering year-round recreation and volunteer programs in Idaho Falls parks, aquatic center, activity center, ice arena, and recreation facility.
- Provide opportunities for residents and visitors to enjoy Idaho Falls parks and facilities.
- Deliver recreation opportunities in a cost-efficient manner.
- Provide recreation opportunities that are safe, secure, and enjoyable.
- Engage residents to actively participate and volunteer in the community.
- Foster private-public partnerships and innovative funding sources to establish a balance in the financing of recreation services and in the development of capital improvement projects through state and federal grants, user fees, volunteer support, and private contributions.

ACCOMPLISHMENTS FOR FISCAL YEAR 2024/2025

- With a generous donation from a local advocate, the Recreation Division was able to renovate the fitness facility and men's locker room in the Idaho Falls Recreation Center. A wall was removed and rebuilt 10' into the men's locker room, removing underutilized space and enlarging the fitness center, creating a more spacious and open floor plan.
- A new boiler is scheduled to be installed this fall, in the Wes Deist Aquatic Center. The current boiler is over 25 years old, requiring an abundance of maintenance to keep it running.

OBJECTIVES FOR FISCAL YEAR 2025/2026

- We are looking to expand our program offerings to better serve the community. With summer daycamps, daddy-daughter date nights, movies in the park, science camps, kayaking, and other non-traditional programs added to our large list of existing recreational offerings, we can expand our outreach and positive impact on our community.

MAJOR BUDGET CHANGES FOR FISCAL YEAR 2025/2026

- No major budget changes.

RECREATION SUMMARY BY CATEGORY

	FY 2023 Actual	FY 2024 Actual	FY 2025 Adopted Budget	FY 2026 Proposed Budget
Revenues				
Taxes And Franchises	$ 876,746	$ 1,052,615	$ 1,187,466	$ 1,187,466
Intergovernmental Revenue	-	-	-	-
Charges For Services	1,414,296	1,578,089	1,695,585	1,841,862
Investment Income	4,777	8,659	(15,000)	4,000
Rentals & Leases	46,808	62,228	53,560	24,560
Contributions & Donations	16,775	-	2,000	1,000
Miscellaneous	59,048	115,576	53,000	60,900
Non Revenue Transfer	6,000	14,179	260,000	322,000
Revenues Total	**$ 2,424,450**	**$ 2,831,347**	**$ 3,236,611**	**$ 3,441,788**
Expenditures				
Salaries And Wages	$ 1,045,841	$ 966,435	$ 1,155,229	$ 1,267,172
Benefits	351,505	335,191	426,520	476,958
Current Operating Expense	959,891	1,081,784	1,373,275	1,357,541
Capital Outlay	-	288,633	260,000	322,000
MERF Expenditures	-	-	48,000	150,000
MERF Allocation	6,000	14,179	19,370	13,133
Cost Allocation Transfers	-	(2,160)	-	-
Expenditures Total	**$ 2,363,237**	**$ 2,684,062**	**$ 3,282,394**	**$ 3,586,803**
Excess/(Deficiency)	**$ 61,213**	**$ 147,285**	**$ (45,783)**	**$ (145,015)**
Additional Resources *				
Fund Balance-Estimated	$ -	$ -	$ 48,000	$ 184,400
Reserve for Future Capital	-	-	-	(39,385)
Total Additional Resources	**$ -**	**$ -**	**$ 48,000**	**$ 145,015**
Net Excess/(Deficiency)	**$ 61,213**	**$ 147,285**	**$ 2,217**	**$ -**

* FY 2026 is the first year the City is presenting the Additional Resources section which includes estimated beginning fund balance and reserve balances.

RECREATION SUMMARY BY DIVISION

Division	FY 2025 Adopted Budget Expenditure	FY 2025 Adopted Budget Revenue	FY 2026 Proposed Budget Expenditure	FY 2026 Proposed Budget Revenue	$ Change Expenditure	% Change Expenditure
Special Revenue Fund						
Recreation Administration	$ 560,617	$ 1,227,466	$ 593,305	$ 1,220,466	$ 32,688	5.83%
Recreation Playgrounds/Playfields	714,616	685,654	831,514	688,413	116,898	16.36%
Recreation Indoor Aquatic Center	1,584,056	912,750	1,654,997	1,021,500	70,941	4.48%
Recreation Skating Rink	423,105	410,741	506,988	511,409	83,883	19.83%
Total	**$ 3,282,394**	**$ 3,236,611**	**$ 3,586,803**	**$ 3,441,788**	**$ 304,409**	**9.27%**

RECREATION PERSONNEL

FT	FY 2024 Budget Number	FY 2025 Budget Number	FY 2026 Proposed Budget Number
Recreation Administration			
Admin Assistant - Parks & Recreation	1 *	1	1
Supervisor Cust/Ops Specialist-Recreation	1	1	1
Playfields, Sports & Programs			
Parks Maintenance Operator II	-	-	-
Recreation Center Attendant/Basketball Instructor	1 *	1	1
Recreation Supervisor	1	1	1
Youth Program Specialist	1	1	1
Indoor Aquatic Center			
Aquatic Coordinator	-	1 *	1
Aquatic Specialist	2	1 *	1
Aquatics Manager	1	1	1
Aquatics Supervisor	1	1	1
Skating Rink			
Recreation Facility Coordinator	-	- *	-
Ice Skating Coordinator	-	1 *	1
Total	**9**	**10**	**10**

* Mid-year transfer

** One position transfered to Golf Fund

GOLF

Golf Fund - Pinecrest, Sand Creek and Sage Lakes Golf Courses

MISSION STATEMENT

The mission of the Idaho Falls Parks and Recreation Department is to enrich the community.The vision of the Idaho Falls Parks and Recreation Department is to be leaders in providing healthy, fun experiences.

DIVISION DESCRIPTION

The Golf Division for the City of Idaho Falls owns three (3) championship golf courses that are in good condition daily and are very popular within the community and the thousands of tourists that play here. The Golf Division is a governmental fund that matches its annual golf fee generated revenues with its annual expenses. In addition, Pinecrest, the oldest of the three courses, is very famous as it received Golf Digest's "Best Public Course in Idaho" award at its last rating.

CORE SERVICES

The three (3) golf courses, Pinecrest, Sand Creek, and Sage Lakes all provide outstanding turf conditions, championship conducted facilities which are open from sunrise to sunset all season long.

ACCOMPLISHMENTS FOR FISCAL YEAR 2024/2025

- Installed netting at the end of the driving range at Sand Creek - $135,000.
- Installed a new Roof on the Sage Lakes Clubhouse - $44,000.
- Installed two (2) new furnaces in the Pinecrest Clubhouse - $12,000.
- In process to obtain and install utilities for new restroom facility at Sage Lakes on Hole #5.

OBJECTIVES FOR FISCAL YEAR 2025/2026

- Continue to promote the game and ensure financial success for the three golf facilities for the City of Idaho Falls.

MAJOR BUDGET CHANGES FOR FISCAL YEAR 2025/2026

- Inventory expenditures and offsetting sales revenue have been increased to better align with actual historical and estimated activity.

GOLF SUMMARY BY CATEGORY

	FY 2023 Actual	FY 2024 Actual	FY 2025 Adopted Budget	FY 2026 Proposed Budget
Revenues				
Intergovernmental Revenue	$ -	$ 50,000	$ -	$ -
Charges For Services	3,467,150	3,866,938	3,775,724	4,308,425
Investment Income	(3,759)	(338)	-	(5,000)
Miscellaneous	48,704	100,787	20,000	54,928
Non Revenue Transfer	240,020	343,567	214,000	60,000
Revenues Total	**$ 3,752,115**	**$ 4,360,954**	**$ 4,009,724**	**$ 4,418,353**
Expenditures				
Salaries And Wages	$ 1,210,091	$ 1,235,277	$ 1,273,023	$ 1,385,266
Benefits	397,043	449,735	523,342	529,738
Current Operating Expense	1,637,673	1,785,712	1,597,402	1,965,575
Capital Outlay	118,213	157,624	202,000	116,000
MERF Expenditures	3,295	523,029	497,435	618,568
Grant Expenditures	-	50,000	-	-
MERF Allocation	240,020	343,567	409,712	421,774
Cost Allocation Transfers	(3,152)	-	-	-
Expenditures Total	**$ 3,603,183**	**$ 4,544,944**	**$ 4,502,914**	**$ 5,036,921**
Excess/(Deficiency)	**$ 148,931**	**$ (183,990)**	**$ (493,190)**	**$ (618,568)**
Additional Resources *				
Fund Balance-Estimated	$ -	$ -	$ 497,435	$ 618,568
Total Additional Resources	**$ -**	**$ -**	**$ 497,435**	**$ 618,568**
Net Excess/(Deficiency)	**$ 148,931**	**$ (183,990)**	**$ 4,245**	**$ -**

* FY 2026 is the first year the City is presenting the Additional Resources section which includes estimated beginning fund balance and reserve balances.

GOLF SUMMARY BY DIVISION

	FY 2025 Adopted Budget		FY 2026 Proposed Budget			
Division	**Expenditure**	**Revenue**	**Expenditure**	**Revenue**	**$ Change Expenditure**	**% Change Expenditure**
Special Revenue Fund						
Pinecrest Pro	$ 735,568	$ 2,147,609	$ 956,784	$ 2,455,847	$ 221,216	30.07%
Pinecrest Maintenance	817,770	72,000	1,055,148	60,000	237,378	29.03%
Sand Creek Pro	564,369	864,697	637,960	938,710	73,591	13.04%
Sand Creek Maintenance	720,671	100,000	905,425	-	184,754	25.64%
Sage Lakes Pro	542,365	783,418	673,321	963,796	130,956	24.15%
Sage Lakes Maintenance	1,122,171	42,000	808,284	-	(313,887)	-27.97%
Total	**$ 4,502,914**	**$ 4,009,724**	**$ 5,036,921**	**$ 4,418,353**	**$ 534,007**	**11.86%**

GOLF PERSONNEL

	FY 2024 Budget	FY 2025 Budget	FY 2026 Proposed Budget
FT	**Number**	**Number**	**Number**
Pinecrest Golf Pro			
Assistant Golf Pro	1	1	1
Manager of Golf Operations	1	- *	-
Operation Manager	1	2 **	2
Pinecrest Golf Operations			
Director of Agronomy	1 *	1	1
Golf Assistant Superintendent	1	1	1
Sandcreek Golf Pro			
Assistant Golf Pro	1	1	1
Operation Manager	1	1	1
Sandcreek Golf Operations			
Golf Assistant Superintendent	1	1	1
Golf Course Superintendent	1 *	1	1
Sage Lakes Golf Pro			
Assistant Golf Pro	1	1	1
Manager of Golf Operations	-	1 *	1
Sage Lakes Golf Operations			
Golf Assistant Superintendent	1	1	1
Golf Course Superintendent	1 *	1	1
Total	**12**	**13**	**13**

* Mid-year transfer

** One position transfered from Recreation

PARKS IMPACT FEE

Impact Fee Fund—Parks

PARKS IMPACT FEES SUMMARY BY CATEGORY

	FY 2023 Actual	FY 2024 Actual	FY 2025 Adopted Budget	FY 2026 Proposed Budget
Revenues				
Licenses And Permits	$ 282,447	$ 1,714,637	$ 1,100,000	$ 1,700,000
Investment Income	4,267	63,209	-	40,000
Non Revenue Transfer	-	-	11,790	-
Revenues Total	**$ 286,714**	**$ 1,777,846**	**$ 1,111,790**	**$ 1,740,000**
Expenditures				
Current Operating Expense	$ -	$ -	$ 90,000	$ 130,000
Capital Outlay	57,064	165,043	1,250,000	750,000
Expenditures Total	**$ 57,064**	**$ 165,043**	**$ 1,340,000**	**$ 880,000**
Excess/(Deficiency)	**$ 229,651**	**$ 1,612,803**	**$ (228,210)**	**$ 860,000**
Additional Resources *				
Fund Balance-Estimated	$ -	$ -	$ -	$ 647,000
Reserve for Future Capital	-	-	-	(1,507,000)
Total Additional Resources	**$ -**	**$ -**	**$ -**	**$ (860,000)**
Net Excess/(Deficiency)	**$ 229,651**	**$ 1,612,803**	**$ (228,210)**	**$ -**

* FY 2026 is the first year the City is presenting the Additional Resources section which includes estimated beginning fund balance and reserve balances.

PARKS CIP

Capital Improvement Project Fund—Parks

The Parks CIP Fund was closed in Fiscal Year 2023/2024.

PARKS CIP SUMMARY BY CATEGORY

	FY 2023 Actual	FY 2024 Actual	FY 2025 Adopted Budget	FY 2026 Proposed Budget
Revenues				
Intergovernmental Revenue	$ 182,747	$ -	$ -	$ -
Charges For Services	15,467	15,679	-	-
Investment Income	(4,218)	(5,620)	-	-
Contributions & Donations	100,000	-	-	-
Non Revenue Transfer	-	185,517	-	-
Revenues Total	**$ 293,996**	**$ 195,576**	**$ -**	**$ -**
Expenditures				
Current Operating Expense	$ -	$ -	$ -	$ -
Capital Outlay	107,062	44,503	-	-
Expenditures Total	**$ 107,062**	**$ 44,503**	**$ -**	**$ -**
Excess/(Deficiency)	**$ 186,934**	**$ 151,074**	**$ -**	**$ -**
Additional Resources				
	$ -	$ -	$ -	$ -
Total Additional Resources	**$ -**	**$ -**	**$ -**	**$ -**
Net Excess/(Deficiency)	**$ 186,934**	**$ 151,074**	**$ -**	**$ -**

ZOO CIP

Capital Improvement Project Fund—Zoo

ZOO CIP SUMMARY BY CATEGORY

	FY 2023 Actual	FY 2024 Actual	FY 2025 Adopted Budget	FY 2026 Proposed Budget
Revenues				
Charges For Services	$ 106,284	$ 104,865	$ 100,000	$ 100,000
Investment Income	19,108	46,946	-	10,000
Contributions & Donations	260,665	129,598	200,000	950,000
Revenues Total	**$ 386,057**	**$ 281,409**	**$ 300,000**	**$ 1,060,000**
Expenditures				
Current Operating Expense	$ -	$ -	$ -	$ -
Capital Outlay	139,076	87,277	300,000	1,050,000
Expenditures Total	**$ 139,076**	**$ 87,277**	**$ 300,000**	**$ 1,050,000**
Excess/(Deficiency)	**$ 246,982**	**$ 194,132**	**$ -**	**$ 10,000**
Additional Resources *				
Fund Balance-Estimated	$ -	$ -	$ -	$ 880,100
Reserve for Future Capital	-	-	-	(890,100)
Total Additional Resources	**$ -**	**$ -**	**$ -**	**$ (10,000)**
Net Excess/(Deficiency)	**$ 246,982**	**$ 194,132**	**$ -**	**$ -**

* FY 2026 is the first year the City is presenting the Additional Resources section which includes estimated beginning fund balance and reserve balances.

GOLF CIP

Capital Improvement Project Fund—Golf

Continuing replenishment of Parks MERF funds from the irrigation upgrade funded out of MERF and other golf capital improvements.

GOLF CIP SUMMARY BY CATEGORY

	FY 2023 Actual	FY 2024 Actual	FY 2025 Adopted Budget	FY 2026 Proposed Budget
Revenues				
Charges For Services	$ 351,597	$ 396,912	$ 324,809	$ 389,000
Investment Income	7,843	18,364	-	-
Non Revenue Transfer	(275,000)	(275,000)	(275,000)	(300,000)
Revenues Total	**$ 84,441**	**$ 140,276**	**$ 49,809**	**$ 89,000**
Expenditures				
Capital Outlay	$ 108,185	$ (5,637)	$ -	$ 235,000
Expenditures Total	**$ 108,185**	**$ (5,637)**	**$ -**	**$ 235,000**
Excess/(Deficiency)	**$ (23,744)**	**$ 145,913**	**$ 49,809**	**$ (146,000)**
Additional Resources *				
Fund Balance-Estimated	$ -	$ -	$ -	$ 306,000
Reserve for Future Capital	-	-	-	(160,000)
Total Additional Resources	**$ -**	**$ -**	**$ -**	**$ 146,000**
Net Excess/(Deficiency)	**$ (23,744)**	**$ 145,913**	**$ 49,809**	**$ -**

* FY 2026 is the first year the City is presenting the Additional Resources section which includes estimated beginning fund balance and reserve balances.

LIBRARY

Library Fund

MISSION STATEMENT

The Idaho Falls Public Library (Library) provides materials of popular interest to the community, emphasizes and encourages reading by children, supplements the learning and educational needs of the community, and furnishes timely, accurate information.

DIVISION DESCRIPTION

The Library Fund accounts for the operation of the Idaho Falls Public Library. Financing is provided principally through property taxes, which are restricted for Library operations.

CORE SERVICES

- Provide literacy preparation classes.
- Foster a love of reading by providing preschool story times to children.
- Provide timely accurate information to City residents through programs, books, magazines, and Internet access.
- Create and implement programs for adults, teens, and children that encourage reading and promote literacy in our city.
- Community gathering place for residents of all ages and socioeconomic status.
- Provide training and tools for learning new technology and a testing ground for residents to learn and try new tech prior to purchasing their own.
- Coding classes and all ages.

ACCOMPLISHMENTS FOR FISCAL YEAR 2024/2025

- The Library garage was remodeled into a drive-thru pick-up location. Patrons can now pick up material without leaving their vehicle. This service is designed to increase usage among elderly patrons during inclement weather, and also to allow working parents an opportunity to pick up materials for their children on the way to and from work.
- The Children's Library added a new section for decodable books. These books help children learn how to read through decoding the words and letters. Each book focuses on one phonetic combination and reinforces the concept through repetition.
- The Library increased community outreach by assigning one full-time staff member to focus solely on community outreach and programing. This assignment has already resulted in new community partnerships and programs.
- Partnering with Funland and the Zoo to provide each child in the Summer Reading Program a ride on the Funland ride of their choice.
- Partnering with Greater Idaho Falls Transit (GIFT) to provide free rides for high school students to the Library on certain days of the week.
- Remodeled one second floor room for Library program use only.

OBJECTIVES FOR FISCAL YEAR 2025/2026

- Continue to provide patron focused services to "better people's lives."
- Adjust staffing in accordance with funding level and find a balance between funding, staffing, and service.

- Increase cooperation with schools in promoting Library programs.
- Increase use of decodable books and attendance at library literacy programs.
- Complete Broadway lawn remodel to allow for safe outdoor programming and reading area for mothers and children.

MAJOR BUDGET CHANGES FOR FISCAL YEAR 2025/2026

The biggest budget change is the request for additional funding for personnel. Last year the Library used over $200,000 from fund balance to offset personnel expenses. For Fiscal Year 2025/2026 that amount is estimated to be $480,651. In addition to personnel costs, the Library has not seen a budget increase for supplies, operations and materials for several years. Costs have continually increased while the revenue stream has been flat.

The current funding structure for the Library is not sustainable. Options available to resolve the ongoing funding/expenses imbalance are:

- Increase revenue
- Use fund balance to balance revenue and expenses
- Reduce staff to balance revenue with expenses
- Use a combination of the above options to balance revenue and expenses

LIBRARY SUMMARY BY CATEGORY

	FY 2023 Actual	FY 2024 Actual	FY 2025 Adopted Budget	FY 2026 Proposed Budget
Revenue				
Taxes And Franchises	$ 2,627,444	$ 2,799,255	$ 2,978,711	$ 3,042,763
Intergovernmental Revenue	89,219	98,030	77,000	100,000
Fines & Forfeitures	8,169	12,119	10,000	10,000
Investment Income	132,487	228,390	120,000	50,000
Rentals & Leases	24,981	11,081	9,000	9,000
Contributions & Donations	31,238	29,608	31,600	32,500
Miscellaneous	25,351	860	-	-
Non Revenue Transfer	1,800	2,250	1,800	-
Total Revenues	**$ 2,940,689**	**$ 3,181,593**	**$ 3,228,111**	**$ 3,244,263**
Expenditures				
Salaries And Wages	$ 1,285,815	$ 1,512,478	$ 1,739,629	$ 1,870,508
Benefits	463,572	559,824	794,807	727,980
Current Operating Expense	907,734	997,996	1,111,492	1,124,531
Capital Outlay	111,908	225,433	790,000	425,000
Debt Service	15,495	-	-	-
Grant Expenditures	-	5,987	-	-
Contingency	-	-	500,000	500,000
MERF Allocation	1,800	2,250	4,221	1,895
Total Expenditures	**$ 2,786,326**	**$ 3,303,968**	**$ 4,940,149**	**$ 4,649,914**
Excess/(Deficiency)	**$ 154,363**	**$ (122,375)**	**$ (1,712,038)**	**$ (1,405,651)**
Additional Resources *				
Fund Balance-Estimated	$ -	$ -	$ -	$ 2,165,000
Reserve for Future Capital	-	-	-	(759,349)
Total Additional Resources	**$ -**	**$ -**	**$ -**	**$ 1,405,651**
Net Excess/(Deficiency)	**$ 154,363**	**$ (122,375)**	**$ (1,712,038)**	**$ -**

* FY 2026 is the first year the City is presenting the Additional Resources section which includes estimated beginning fund balance and reserve balances.

LIBRARY SUMMARY BY DIVISION

	FY 2025 Adopted Budget		FY 2026 Proposed Budget			
Division	**Expenditure**	**Revenue**	**Expenditure**	**Revenue**	**$ Change Expenditure**	**% Change Expenditure**
Special Revenue Fund						
Library	$ 4,940,149	$ 3,228,111	$ 4,649,914	$ 3,244,263	$ (290,235)	-5.88%
Total	**$ 4,940,149**	**$ 3,228,111**	**$ 4,649,914**	**$ 3,244,263**	**$ (290,235)**	**-5.88%**

LIBRARY PERSONNEL

	FY 2024 Budget	FY 2025 Budget	FY 2026 Proposed Budget
FT	**Number**	**Number**	**Number**
Assistant Library Director	2	2	2
Business Office Manager II	1	1	1
Custodian-Library	-	1	1
IT Analyst/Supervisor	1	1	1
Lead Librarian	3	1	1 ***
Librarian-Children's	-	1	1
Librarian-Social Media	1	1	1
Librarian-Technical Services	1	1	1
Library Cataloger	1	1	1
Library Clerk	4	2 **	2 ***
Library Director	1	1	1
Library Program Specialist	3	2 **	2
Library Supervisor	1	1	1
Library Technician *	6	8.75 **	8.75 ***
Supv Cust/Ops Spec-Library	1	1	1
Total	**26**	**25.75**	**25.75**

* Library Technician funded at 10.75 FTE for FY 2025

** Mid-year transfer

*** Positions will not be filled. Will hire seasonal staff instead for flexibility.

AIRPORT

Enterprise - Airport Fund

MISSION STATEMENT

Idaho Falls Regional Airport endeavors to be a financially self-sufficient enterprise that provides unmatched service, safety, and convenience as a global transportation gateway to the Rocky Mountain West.

FUND DESCRIPTION

The Airport fund is a proprietary fund of the City of Idaho Falls created to operate the Idaho Falls Regional Airport. It serves to ensure safe air transportation services in the community, support and create economic development, and provide access to and from all of East Idaho.

CORE SERVICES

- Provide a safe and secure operating environment for passengers, commercial airlines, corporate flight operations, and recreational flying.
- Support increased economic activity for East Idaho through enhancements to air service, development of aeronautical businesses, and responsible use of non-aeronautical airport facilities and land.
- Manage projects outlined in the Airport's capital improvement plan to achieve the airport's mission and the priorities of the City Council of Idaho Falls.
- Develop airport facilities, space, and property to foster growth towards achieving aviation related goals of the City of Idaho Falls.
- Maintain regulatory compliance related to safety and security under Federal Aviation Administration and Transportation Security Administration requirements.

ACCOMPLISHMENTS FOR FISCAL YEAR 2024/2025

- Received $21,429,664 in Federal grant funds, the most in a single year for the Idaho Falls Regional Airport.
- Air service growth continued in Fiscal Year 2024/2025 with additional service to Denver International Airport, and Salt Lake City International Airport, and new seasonal service to Chicago O'Hare International Airport. Passenger traffic at the airport is expected to be approximately 20% higher in calendar year 2025 when compared to calendar year 2024.
- The 2025 Idaho Falls Regional Airport Master Plan was finished, which is available on the Airport website.
- Completed an airfield pavement maintenance project to extend the useful life of all airport taxiways.
- Installed new airport parking equipment to better serve airport customers.
- Began the utility and infrastructure phase of work for the current airport terminal building expansion.

OBJECTIVES FOR FISCAL YEAR 2025/2026

- Continue the airport terminal building expansion to meet continued growth in air service demand existing in East Idaho.
- Seek to initiate air service to the Los Angeles Basin afforded by the award of a United States Department of Transportation Small Community Air Service Development (SCASD) grant.
- Identify a path forward to address the growing demand for general aviation hangar development and use.
- Finalize the Air Traffic Control Tower Siting study, initiate the environmental review process, and begin design for a new Air Traffic Control Tower.

MAJOR BUDGET CHANGES FOR FISCAL YEAR 2025/2026

- The biggest portion of the terminal building expansion is anticipated to occur in Fiscal Year 2025/2026 and this budget reflects that large capital effort.
- Police services costs have been increased to address the additional needs of aviation worker screening.
- Revenues have been increased according to the expected growth in passenger traffic for the year.
- One-time expenses have been included in the budget to reflect obligations for new air service that occurred in the prior fiscal year or may materialize in Fiscal Year 2025/2026.

AIRPORT SUMMARY BY CATEGORY

	FY 2023 Actual	FY 2024 Actual	FY 2025 Adopted Budget	FY 2026 Proposed Budget
Revenues				
Intergovernmental Revenue	$ 7,615,383	$ 14,217,610	$ 30,575,877	$ 43,574,363
Charges For Services	4,364,547	5,647,038	5,379,333	7,481,339
Fines & Forfeitures	9,718	10,122	10,000	10,550
Investment Income	97,924	(59,668)	-	-
Rentals & Leases	457,881	328,116	390,000	404,421
Miscellaneous	(50,921)	16,632	1,000	2,000
Non Revenue Transfer	(422,974)	304,250	1,828,333	2,411,547
Debt Proceeds	-	-	-	17,000,000
Revenues Total	**$ 12,071,558**	**$ 20,464,099**	**$ 38,184,543**	**$ 70,884,220**
Expenditures				
Salaries And Wages	$ 2,005,736	$ 1,977,111	$ 2,055,349	$ 2,224,085
Benefits	627,883	728,686	1,037,708	1,099,359
Current Operating Expense	3,281,446	3,467,625	3,795,163	4,369,437
Capital Outlay	842,218	(1,338,150)	21,275,346	33,323,857
MERF Expenditures	-	-	-	90,000
Debt Service	112,667	169,000	555,000	1,033,638
Contingency	-	-	-	30,774,617
MERF Allocation	32,700	102,000	120,000	160,500
Cost Allocation Transfers	(16,075)	(25,852)	-	-
Grant Expenditures	1,546	-	-	-
Expenditures Total	**$ 6,888,120**	**$ 5,080,420**	**$ 28,838,566**	**$ 73,075,493**
Excess/(Deficiency)	**$ 5,183,438**	**$ 15,383,679**	**$ 9,345,977**	**$ (2,191,273)**
Additional Resources *				
Fund Balance-Estimated	$ -	$ -	$ -	$ 2,690,000
Reserve for Future Capital	-	-	-	(498,727)
Total Additional Resources	**$ -**	**$ -**	**$ -**	**$ 2,191,273**
Net Excess/(Deficiency)	**$ 5,183,438**	**$ 15,383,679**	**$ 9,345,977**	**$ -**

* FY 2026 is the first year the City is presenting the Additional Resources section which includes estimated beginning fund balance and reserve balances.

AIRPORT SUMMARY BY DIVISION

Division	FY 2025 Adopted Budget Expenditure	FY 2025 Adopted Budget Revenue	FY 2026 Proposed Budget Expenditure	FY 2026 Proposed Budget Revenue	$ Change Expenditure	% Change Expenditure
Enterprise Fund						
Airport Passenger Facility Charge	$ -	$ (575,333)	$ -	$ (793,477)	$ -	
Airport Customer Facility Charge	-	456,000	-	378,371	-	
Airport Administration	3,417,798	38,184,543	34,745,151	70,884,220	31,327,353	916.59%
Airport Custodial	917,513	-	656,271	-	(261,242)	-28.47%
Airport Grounds Maintenance	1,429,809	-	1,680,318	-	250,509	17.52%
Airport Security	726,548	-	1,001,988	-	275,440	37.91%
Airport Improvements	21,075,346	-	33,323,857	-	12,248,511	58.12%
Airport Fire Protection	852,290	-	852,794	-	504	0.06%
Airport Landside	262,551	-	298,827	-	36,276	13.82%
Airport Building Maintenance	156,711	-	516,288	-	359,577	229.45%
Total	**$ 28,838,566**	**$ 38,065,210**	**$ 73,075,493**	**$ 70,469,114**	**$ 44,236,927**	**153.40%**

AIRPORT PERSONNEL

	FY 2024 Budget		FY 2025 Budget		FY 2026 Proposed Budget
FT	**Number**		**Number**		**Number**
Airport Administration					
Airport Facilities & Operations Manager	1	**	1		1
Airport IT Specialist	1		-	***	-
Airport Operations Manager	-		1	*	1
Assistant Airport Director	2		1	*	1
Business Development Manager	2	*	1		1
Director of Aviation	1		1		1
Executive Assistant	-	*	1		1
Custodial					
Custodial Supervisor	1	*	1		1
Custodian-Operation Specialist	6		6		6
Ground Maintenance					
Airfield Main & Operations Specialist	4		4		4
Airfield Operations Lead	2		2		2
Airfield Supervisor	1	*	1		1
Security					
Airport Credentialing Specialist	1		1		1
Airport Safety & Security Manager	1		1		1
Parking					
Airport Landside Main/Ops Specialist	2	**	2		2
Airport Parking Supervisor	1		1		1
Building Maintenance					
Airport Bldg Maintenance Specialist	2		2		2
Airport Bldg Maintenance Supervisor	1		1		1
Total	**29**		**28**		**28**

* Mid-year transfer

** Position title change

*** Transferred IT Specialist to Municipal Services IT division. To be paid for thru transfers to Municipal Services.

AIRPORT PASSENGER FACILITY CHARGE (PFC)

Airport — Passenger Facility Charge Fund

MISSION STATEMENT

The passenger facility charge (PFC) fund exists to collect and expend funds for projects approved by the Federal Aviation Administration. Funds must be segregated and the collection and use of those funds reported quarterly to the Federal Aviation Administration.

CORE SERVICES

The Passenger Facility Charge is a Federal program that allows airports to collect funds for capital projects at local airports. The Idaho Falls Regional Airport collects this fee at a rate of $4.50 per passenger boarding.

ACCOMPLISHMENTS FOR FISCAL YEAR 2024/2025

- Several previous projects were amended to allow the airport to collect the full eligible amount of those projects.

OBJECTIVES FOR FISCAL YEAR 2025/2026

- Continue to collect passenger facility charges to support the overall development of the Idaho Falls Regional Airport.

MAJOR BUDGET CHANGES FOR FISCAL YEAR 2025/2026

- Budgeted revenue from passenger facility charges has been adjusted to reflect the overall growth in passenger numbers.

AIRPORT PFC SUMMARY BY CATEGORY

	FY 2023 Actual	FY 2024 Actual	FY 2025 Adopted Budget	FY 2026 Proposed Budget
Revenues				
Charges For Services	$ 1,039,561	$ 814,443	$ 1,233,000	$ 1,393,070
Investment Income	49,378	54,912	20,000	-
Non Revenue Transfer	(562,092)	(202,250)	(1,828,333)	(2,186,547)
Total Revenues	**$ 526,848**	**$ 667,104**	**$ (575,333)**	**$ (793,477)**
Expenditures				
	$ -	$ -	$ -	$ -
Total Expenditures	**$ -**	**$ -**	**$ -**	**$ -**
Excess/(Deficiency)	**$ 526,848**	**$ 667,104**	**$ (575,333)**	**$ (793,477)**
Additional Resources *				
Fund Balance-Estimated	$ -	$ -	$ -	$ 2,489,700
Reserve for Future Capital	-	-	-	(1,696,223)
Total Additional Resources	**$ -**	**$ -**	**$ -**	**$ 793,477**
Net Excess/(Deficiency)	**$ 526,848**	**$ 667,104**	**$ (575,333)**	**$ -**

* FY 2026 is the first year the City is presenting the Additional Resources section which includes estimated beginning fund balance and reserve balances.

AIRPORT CUSTOMER FACILITY CHARGE (CFC)

Airport - Customer Facility Charge Fund

MISSION STATEMENT

The Customer Facility Charge fund was created to collect and expend Customer Facility Charges (CFC) from car rental providers to fund capital and operating costs of future airport transportation needs.

CORE SERVICES

Customer Facility Charge fees are held in the CFC fund until transferred to the Airport fund to complete capital projects.

ACCOMPLISHMENTS FOR FISCAL YEAR 2024/2025

- The customer facility charge was increased from $2.50 to $4.00 per day on rental cars. This rate closely matches the regional market rate for customer facility charge rates.

OBJECTIVES FOR FISCAL YEAR 2025/2026

- The customer facility charge will continue to be monitored and leveraged to fund necessary capital improvements at the airport.

AIRPORT CFC SUMMARY BY CATEGORY

	FY 2023 Actual	FY 2024 Actual	FY 2025 Adopted Budget	FY 2026 Proposed Budget
Revenues				
Charges For Services	$ 277,723	$ 502,655	$ 451,000	$ 593,371
Investment Income	3,044	31,781	5,000	10,000
Non Revenue Transfer	-	-	-	(225,000)
Total Revenues	**$ 280,766**	**$ 534,436**	**$ 456,000**	**$ 378,371**
Expenditures				
	$ -	$ -	$ -	$ -
Total Expenditures	**$ -**	**$ -**	**$ -**	**$ -**
Excess/(Deficiency)	**$ 280,766**	**$ 534,436**	**$ 456,000**	**$ 378,371**
Additional Resources *				
Fund Balance-Estimated	$ -	$ -	$ -	$ 1,271,000
Reserve for Future Capital	-	-	-	(1,649,371)
Total Additional Resources	**$ -**	**$ -**	**$ -**	**$ (378,371)**
Net Excess/(Deficiency)	**$ 280,766**	**$ 534,436**	**$ 456,000**	**$ -**

* FY 2026 is the first year the City is presenting the Additional Resources section which includes estimated beginning fund balance and reserve balances.

PUBLIC WORKS

General Fund - Public Works Administration

MISSION STATEMENT

The mission of the Public Works Department is to ensure public health and safety, improve and maintain public infrastructure while providing Idaho Falls residents, businesses, and visitors with high quality customer service.

FUND DESCRIPTION

The Public Works Administration budget supports the overall management of the Department by providing funding for four administrative staff members and all other related expenses.

CORE SERVICES

Public Works Administration supports all the divisions of the department including Engineering, Geographical Information Systems (GIS), Greater Idaho Falls Transit (GIFT), Sanitation, Streets, Water, and Wastewater.

ACCOMPLISHMENTS FOR FISCAL YEAR 2024/2025

(See individual divisional accomplishments)

OBJECTIVES FOR FISCAL YEAR 2025/2026

- Ensure the financial sustainability of the GIFT micro-transit program.
- Develop smart landscaping and attractive streetscapes that reduce maintenance costs and conserve water.
- Continue to plan and provide for safe and efficient transportation infrastructure.
- Work with the BMPO to adopt the High-Capacity Roadway Study.
- Promote water conservation and water metering messaging.
- Evaluate new opportunities for recycling and yard waste management.

PUBLIC WORKS GIS DIVISION

General Fund - Public Works Geographic Information System (GIS) Division

MISSION STATEMENT

Collect, maintain, and distribute mapping and geographic information beneficial to the employees and citizens of the City of Idaho Falls.

DIVISION DESCRIPTION

The Geographic Information Systems (GIS) Division coordinates GIS activities throughout the City of Idaho Falls government and assists city operating divisions to implement GIS technology. It provides training to city employees, assists in adopting GIS policies, provides custom mapping, and other specialized services.

CORE SERVICES

The Geographic Information Systems (GIS) Division is responsible for the administration of the collection, maintenance and distribution of mapping and geographic information including aerial photography, electric, water, sewer, storm, sanitation, snow, street, traffic, and related data. The Division also assists other City Departments and the public by providing essential information via the online maps.

ACCOMPLISHMENTS FOR FISCAL YEAR 2024/2025

- ArcGIS Enterprise Architecture – designed and built a new ArcGIS Enterprise server architecture to replace the current architecture with new virtual servers. Installed and set up new versions of GIS software to provide a more capable on-premise solution for City employee GIS users.
- GIS Portal Content – rebuilt services, maps, apps, and other related GIS content to work within the new ArcGIS Enterprise architecture. Utilized newer software and technologies to make improvements to the way GIS data is accessed by City employees.
- ArcGIS Online Experience Builder – rebuilt public facing web mapping applications to migrate to the Esri experience builder application. This application will continue to support the City's public facing maps into the future.
- Google Content Partner – worked with Google to provide updated and current base data information from the City GIS to assist Google with showing reliable and accurate information on their maps.
- Planimetric Update – used the 2023 aerial flight to update planimetric data throughout the City of Idaho Falls. This includes pavement edge, sidewalk edge, curb and gutter edge, pathway edge, pavement area polygons, sidewalk polygons, curb and gutter polygons, and pathway polygons.
- Building footprints – updated building footprints throughout the aerial flight area using the 2023 aerial imagery. These building footprints are used by all GIS users as a background in our standard basemaps. Building footprint attributes were also updated to reflect current uses of each building.
- Waterway Updates – created canal edge, canal polygon, and pond feature classes using the 2023 aerial flight. Updated and improved the river edge and river polygon feature classes to be more accurate.
- Basemap Adjustments – updated and improved existing vector tile basemaps to show parks, canal polygons, and ponds to provide more context when using the City basemaps.
- Review County Clerk Files Pertaining to Idaho Falls – reviewed all recorded documents available from the Bonneville County Clerk's website where the City of Idaho Falls was either the grantor or grantee. Added documents to GIS that were currently missing, and applied to specific geographic locations.
- Railroad Update – used the 2023 aerial flight to update and improve existing railroad line locations and attributes.
- Base data updates – completed significant base data updates to maintain maps with new streets, parcels, subdivisions, easements, addresses, and other related data.
- Water service lines – coordinated effort with the Water Division employees to add thousands of water curb stops and water service lines to GIS. Having this information is GIS will allow the City to better track our installed assets and allow us to meet federal asset requirements.
- Utility Updates – worked with Water and Wastewater Divisions to facilitate the maintenance of water, sewer, and storm GIS infrastructure. Continued to improve the information available within GIS to assist field personnel with maintenance of City owned utilities.

Metrics:

- Divisions – 45 added
- Condos – 3 added
- Streets – 19.31 miles added
- Addresses – 3,075 added
- Parcels – 4,502 adjusted/added
- Easements – 891 adjusted/added
- Lots – 2,068 added
- Blocks – 59 added
- Annexations – 240.99 acres
- Site Plans – 59 added
- Deeds – 693 added
- Development Documents – 1,086 added
- Water Main Lines – 12.13 miles added
- Water Service Lines – 36.33 miles added
- Water Curb Stops – 2,361 added
- Sewer Main Lines – 7.28 miles added
- Sewer Service Lines – 52.06 miles added
- Storm Lines – 4.46 miles added
- Pavement Edge – 509.31 miles adjusted/added
- Sidewalk Edge – 269.09 miles adjusted/added
- Curb & Gutter Edge – 284.80 miles adjusted/added
- Pathway Edge – 44.57 miles adjusted/added
- Pavement Area – 34,933,439.00 sq ft adjusted/added
- Sidewalk Area – 9,568,317.50 sq ft adjusted/added
- Curb & Gutter Area – 5,284,408.37 sq ft adjusted/added
- Pathway Area – 1,814,662.78 sq ft adjusted/added

OBJECTIVES FOR FISCAL YEAR 2025/2026

- Expand our current efforts to fully utilize our ArcGIS Enterprise and ArcGIS Online portals to the best of their capabilities.
- Upgrade existing GIS software to leverage new functionality.
- Maintain and grow our current GIS datasets to best answer questions from City employees and the general public.
- Increase training sessions offered to City employees to improve general City employee knowledge and familiarity with GIS.
- Support the implementation of new City ERP software, including Workday and SpryMobile.

PUBLIC WORKS GIFT DIVISION

General Fund - Public Works Greater Idaho Falls Transit (GIFT) Division

MISSION STATEMENT

Provide equitable transportation for the citizens and guests of the City of Idaho Falls while being vigilant to our foundation of safety, efficiency and customer experience.

FUND DESCRIPTION

The GIFT budget supports efforts of the GIFT program by providing funding for staff, software, hardware, office space, contracted services costs, marketing, and other related expenses necessary for the operation of GIFT.

CORE SERVICES

GIFT is responsible for providing safe, convenient, and reliable public transportation for the City of Idaho Falls. We provide these services 17 hours a day 6 days a week in all weather conditions, during most holidays, special events, city-wide for everyone.

ACCOMPLISHMENTS FOR FISCAL YEAR 2024/2025

- Successfully managed and carried forward a balance of 100% reimbursement CAREs monies into a 4th year of operations when it was originally designed for a 2-year budget.
- Completed 4th year of turn-key services contract for GIFT operations with a price increase of 2.57%, which is below inflation while service area increased.
- Renewed all major sponsors and added several additional sponsors selling 100% of available advertising spaces for sponsorships leading to additional local matches of $136,320.
- Successful bid award through the Carbon Reduction Program Grant for 5 hybrid electric Toyota Sienna vans to be delivered this fall.
- Successfully deployed the 14 Passenger ADA van awarded through a city ARPA grant and obtained a dedication for sponsorship on this vehicle.
- 89,000 + boardings with 4.9 out of 5 average star ratings of our entire service.
- Successful implementation of long-term management strategies which have resulted in more revenue captured in match qualifying silos vs sundry fare collection.
- Successful negotiation and implementation of four high quality direct financial contribution partners for ride programs.
- Obtained intent and entered negotiations for collaborations with direct financial contribution components with the Idaho National Laboratory (INL), City of Ammon, and College of Eastern Idaho (CEI).
- Passed our annual review for Idaho Transportation Department (ITD) with no findings.
- Single audit successfully completed with all recommendations from previous year implemented.
- Successfully received approval for over $100,000 in in-kind donations and applied them to reimbursements this year.

OBJECTIVES FOR FISCAL YEAR 2025/2026

- Maintain consistently high service levels.
- Review policy and procedures to support customer experience, efficiency, and safety.
- Comply with all Federal and State guidelines for public transportation.
- Compile and submit all invoices with approved practices from ITD to minimize the match burden to the City.
- Respond to the public with customer service and informational inquiries.
- Partner with businesses in Idaho Falls to enhance customer opportunities.
- Foster relationships with local stakeholders to benefit public transportation.

FUTURE OPPORTUNITIES/ISSUES

- 2026 is the next transit bill and we may see reductions in budget allotments nationwide.

- Continue to collect rider data to determine demand at various price points pertaining to new service levels like express features and airport direct option.
- Continue to deploy infrastructure for bus pullouts, benches, and shelters to build future possibilities for different types of public transit.
- Further investigate electrification options of the public transit fleet to enhance efficiencies.
- Establish policies to protect the financial investment of the City of Idaho Falls in public transit in consideration of expanding the service outside of the City limits.
- Explore hybrid contractor & temporary city employment models to increase efficiencies and diversify optimization strategies.

PUBLIC WORKS ENGINEERING DIVISION

General Fund - Public Works Engineering Division

MISSION STATEMENT

The mission of the Engineering Division is to plan, design, and manage construction of public works infrastructure projects, assist other departments with similar needs and provide service to the development community.

FUND DESCRIPTION

The Engineering budget supports efforts of the Division by providing necessary funding for staff, software, hardware, and other related expenses necessary for the successful operation of the Division.

CORE SERVICES

The Engineering Division is responsible for the planning, design, and construction management of public works infrastructure projects, providing information regarding management of public rights-of-way, supporting the Street Division and Idaho Falls Power regarding traffic control devices, providing development review service, and managing permits and licensing for contractors working in public rights-of-way. The Division also assists other City Departments by developing infrastructure projects, providing survey services, and advises in regards to engineering issues.

ACCOMPLISHMENTS FOR FISCAL YEAR 2024/2025

- Fire Station #6
- North Park Drive Realignment
- Westside Path Connection
- Rosehill Cemetery Road Improvements
- Poeitivin Park Storm Updates
- North Boulevard and Shelley Street Storm Improvements
- Street Overlays 2025
- Thermoplastic Citywide 2025
- Commercial Water Meter Installations
- 49th South and Holmes Avenue Water Line
- East Anderson Street Railroad Crossing Improvements

- Sewer Line Rehabilitation
- Mel Erickson Park Surface Water Conversion
- Community Park Surface Water Conversion
- Lincoln Park Water Line Connection
- Rogers Street Improvements
- Microsurfacing 2025
- Pancher Bridge Improvements
- Well 13 Upgrades
- North Highland Park Improvements 2025
- Brodbecks Addition Water Line Improvements
- Storm Improvements on Oneida, Basalt, Hill and Lava Streets
- Fire Station #4 Access Improvements
- Pancheri Drive and Utah Avenue Right Turn Lane
- 49th S Roadway Expansion at Stanfield Lane
- Anderson Street Water Line Upgrades
- Elevated Tower Water Supply Line

ACTIVITY DESCRIPTION

- Plan, design and manage construction of infrastructure improvements.
- Develop and maintain design and construction standards.
- Manage right-of-way licensing and permitting.
- Review development plans/plat.
- Process right-of-way/easement vacations.
- Provide surveying services.

OBJECTIVES FOR FISCAL YEAR 2025/2026

- Successful design, bid and construction of city infrastructure improvements.
- Improve timeliness of development reviews and reviews for City projects.
- Efficient utilization of Transportation Impact Fees to maximize mitigation of new development on the arterial roadway network.

MAJOR BUDGET CHANGES FOR FISCAL YEAR 2025/2026

- New full time employee for the GIS Division funded by enterprise utilities.
- GIFT Division has exhausted all grants that have no match requirement. The City will now be recognizing the grant amounts in addition to the match required provided by Tarhee Regional Public Transportation Authority (TRPTA), partially funded by the current and past fiscal year contributions made by the City from the City Council budget.

PUBLIC WORKS

PUBLIC WORKS SUMMARY BY CATEGORY

PUBLIC WORKS TOTAL	FY 2023 Actual	FY 2024 Actual	FY 2025 Adopted Budget	FY 2026 Proposed Budget
Revenue				
Licenses And Permits	$ 3,875	$ 5,575	$ 8,500	$ 1,000
Intergovernmental Revenue	1,134,845	359,708	2,069,132	2,627,254
Charges For Services	268,067	169,376	203,000	427,000
Rentals & Leases	35,092	-	-	-
Miscellaneous	5,796	12,609	800	5,300
Total Revenues	**$ 1,447,676**	**$ 547,268**	**$ 2,281,432**	**$ 3,060,554**
Expenditures				
Salaries And Wages	$ 1,885,395	$ 1,789,618	$ 2,002,364	$ 2,140,491
Benefits	761,571	722,016	884,927	946,127
Current Operating Expense	1,641,505	1,697,439	2,205,330	2,749,232
Capital Outlay	7,039	11,326	-	388,391
MERF Expenditures	-	-	80,000	-
Debt Service	35,092	-	-	-
Grant Expenditures	-	-	165,000	-
MERF Allocation	14,400	14,400	19,550	17,297
Interdepartmental Charges	(438,779)	(379,091)	(520,000)	(650,000)
Cost Allocation Transfers	(1,223,168)	(1,356,561)	(1,250,074)	(1,335,847)
Total Expenditures	**$ 2,683,056**	**$ 2,499,146**	**$ 3,587,097**	**$ 4,255,691**
Excess/(Deficiency)	**$ (1,235,380)**	**$ (1,951,878)**	**$ (1,305,665)**	**$ (1,195,137)**
Additional Resources *				
Fund Balance-Estimated	$ -	$ -	$ 80,000	$ -
Reserve for Future Capital	-	-	-	(128,339)
Total Additional Resources	**$ -**	**$ -**	**$ 80,000**	**$ (128,339)**
Net Excess/(Deficiency)	**$ (1,235,380)**	**$ (1,951,878)**	**$ (1,225,665)**	**$ (1,323,476)**

* FY 2026 is the first year the City is presenting the Additional Resources section which includes estimated beginning fund balance and reserve balances.

PUBLIC WORKS SUMMARY BY DIVISION

Division	FY 2025 Adopted Budget		FY 2026 Proposed Budget		$ Change	% Change
	Expenditure	Revenue	Expenditure	Revenue	Expenditure	Expenditure
General Fund						
Public Works Administration	$ 2,898	$ -	$ -	$ -	$ (2,898)	-100.00%
Public Works GIS	7,454	-	-	-	(7,454)	-100.00%
Public Works GIFT	2,071,271	2,069,132	2,867,254	2,867,254	795,983	38.43%
Public Works Engineering	1,505,474	212,300	1,388,438	193,300	(117,036)	-7.77%
Total	**$ 3,587,097**	**$ 2,281,432**	**$ 4,255,691**	**$ 3,060,554**	**$ 668,594**	**18.64%**

PUBLIC WORKS PERSONNEL

	FY 2024 Budget	FY 2025 Budget	FY 2026 Proposed Budget
FT	**Number**	**Number**	**Number**
Public Works Administration			
Assistant Public Works Director	1	1	1
Business Office Manager I	1	1	1
Director of Public Works	1	1	1
Executive Assistant	1	1	1
GIS			
GIS Analyst	2 *	2	2
GIS Manager	1	1	1
GIS Technician	-	-	1
Transit/GIFT			
Transit Coordinator	1	1	1
Engineering			
Chief Construction Inspection	1	1	1
Chief Surveyor	1	1	1
City Engineer	1	1	1
Civil Engineer I	1 *	2 *	2
Design Technician	- *	1 *	1
Design Technician Supervisor	1 *	-	-
Design Technician, Senior	2 *	2	2
Drafting Technician	1 *	1 *	1
Instrument Survey Technician	1	1 *	1
Project Inspector	1	2	2
Right-of-way Agent	1	- *	-
Survey Crew Chief	1	1	1
Survey Office Fields Tech	-	- *	-
Survey/Right Of Way Specialist	1 *	1 *	1
Traffic Engineering Technician	1	- *	-
Total	**22**	**22**	**23**

* Mid-year transfer

STREET DIVISION

Streets Fund

MISSION STATEMENT

Provide the community with outstanding public service by maintaining and providing safe, efficient, and affordable City streets.

DIVISION DESCRIPTION

The Street Fund provides for staffing, equipment, contracted work such as overlays and seal coats, snow removal equipment rental, and materials to maintain public streets, alleys, and bridges.

CORE SERVICES

Maintain public streets, alleys, bridges, and street signage:

- Patch pavement, crack seal, maintain street markings, plow, and salt/sand public streets.
- Contract services for concrete replacement, seal coats, and asphalt paving.
- Inspection of right-of-way construction.
- Administer the curb and gutter program.
- Grade unpaved streets and alleys and provide dust control on unpaved streets.
- Patch, paint, and remove debris from bridge structures.
- Maintain, replace, and install street signage.

ACCOMPLISHMENTS FOR FISCAL YEAR 2024/2025

- Extended the culvert at E 24th Street and S Emerson Avenue so the full width street section could be built.
- Graded and paved the previously unpaved S Emerson Ave and Waid St.
- Overlaid or reconstructed approximately 25 lane miles.
- Contracted micro resurfacing of approximately 200,000 square yards.
- Replaced 6 valley gutters.
- Replaced 10 alley approaches.
- Replaced 110 pedestrian ramps.

OBJECTIVES FOR FISCAL YEAR 2025/2026

- Manage a successful pavement management and curb and gutter program.
- Continue efforts to pave unpaved public streets.
- Manage snow and ice control activities and continue to evaluate snow removal operations for increased efficiencies.
- Continue to upgrade pedestrian ramps to current Americans with Disabilities Act (ADA) standards.
- Replace aging alley approaches.
- Begin construction for a new Street and Sanitation Administration office.

MAJOR BUDGET CHANGES FOR FISCAL YEAR 2025/2026

- $2,750,000 for a new joint Street and Sanitation Administrative office building.
- Reduction of property tax allocated to Streets offset by street sweeping service to be conducted by the Sanitation Division and the utilities for street lights and traffic signals to be paid directly by the Idaho Falls Power Department.

STREETS SUMMARY BY CATEGORY

STREETS TOTAL	FY 2023 Actual	FY 2024 Actual	FY 2025 Adopted Budget	FY 2026 Proposed Budget
Revenues				
Taxes And Franchises	$ 4,766,171	$ 4,556,823	$ 4,600,000	$ 2,953,380
Licenses And Permits	17,873	23,825	15,000	20,000
Intergovernmental Revenue	4,851,090	6,453,366	5,102,800	5,175,800
Charges For Services	550,153	300,962	350,000	400,000
Fines & Forfeitures	34,705	401	-	-
Investment Income	279,720	691,509	300,000	120,000
Miscellaneous	102,521	53,435	20,000	10,000
Non Revenue Transfer	800,000	800,000	-	-
Total Revenues	**$ 11,402,233**	**$ 12,880,321**	**$ 10,387,800**	**$ 8,679,180**
Expenditures				
Salaries And Wages	$ 1,346,784	$ 1,278,122	$ 1,562,870	$ 1,599,172
Benefits	663,592	653,120	874,223	961,952
Current Operating Expense	5,401,816	8,682,742	9,569,653	7,944,355
Capital Outlay	21,428	302,166	-	2,750,000
MERF Expenditures	295,295	370,221	1,280,000	1,160,000
MERF Allocation	800,000	800,000	961,619	736,062
Interdepartmental Charges	(123,387)	(145,415)	(100,000)	(250,000)
Cost Allocation Transfers	(15,478)	(26,769)	-	-
Total Expenditures	**$ 8,390,050**	**$ 11,914,188**	**$ 14,148,365**	**$ 14,901,540**
Excess/(Deficiency)	**$ 3,012,182**	**$ 966,134**	**$ (3,760,565)**	**$ (6,222,360)**
Additional Resources *				
Fund Balance-Estimated	$ -	$ -	$ -	$ 8,000,000
Reserve for Future Capital	-	-	-	(1,777,640)
Total Additional Resources	**$ -**	**$ -**	**$ -**	**$ 6,222,360**
Net Excess/(Deficiency)	**$ 3,012,182**	**$ 966,134**	**$ (3,760,565)**	**$ -**

* FY 2026 is the first year the City is presenting the Additional Resources section which includes estimated beginning fund balance and reserve balances.

STREETS SUMMARY BY DIVISION

Division	FY 2025 Adopted Budget Expenditure	FY 2025 Adopted Budget Revenue	FY 2026 Proposed Budget Expenditure	FY 2026 Proposed Budget Revenue	$ Change Expenditure	% Change Expenditure
Streets Fund						
Street Administration	$ 3,525,499	$ 10,387,800	$ 5,767,088	$ 8,679,180	$ 2,241,589	63.58%
Streets Signing/Pavement Marking	524,189	-	529,465	-	5,276	1.01%
Streets Paved Street Maintenance	6,736,255	-	6,090,089	-	(646,166)	-9.59%
Streets Snow & Ice Control	2,194,337	-	1,983,819	-	(210,518)	-9.59%
Streets Street Cleaning	868,506	-	-	-	(868,506)	-100.00%
Streets Other Department Services	299,579	-	531,079	-	231,500	77.28%
Total	**$ 14,148,365**	**$ 10,387,800**	**$ 14,901,540**	**$ 8,679,180**	**$ 753,175**	**5.32%**
CIP Funds						
Street CIP	$ 4,551,000	$ 1,070,000	$ 2,623,000	$ 2,035,846	$ (1,928,000)	-42.36%
Bridge & Arterial Street	400,000	20,000	-	-	(400,000)	-100.00%
Traffic Light CIP	1,125,000	462,285	-	-	(1,125,000)	-100.00%
Total	**$ 6,076,000**	**$ 1,552,285**	**$ 2,623,000**	**$ 2,035,846**	**$ (3,453,000)**	**-56.83%**

STREETS PERSONNEL

FT	FY 2024 Budget Number	FY 2025 Budget Number	FY 2026 Proposed Budget Number
Streets Administration			
Admin Assistant - Public Works	-	1	1
Office Assistant II	1	-	-
Right of Way Inspector	-	1	1
Street General Foreman	1	1	1
Street Lead Operator	9 *	2	2
Street Maintenance Operator I	4 *	8 *	8
Street Maintenance Operator II	2 *	4	4
Street Operator-In-Training	3	4 *	4
Street Superintendent	1	1	1
Signing and Pavement Marking			
Signing & Striping Operator I	-	1 *	1
Signing & Striping Operator II	1	1	1
Signing & Striping Worker	1 *	- *	-
Total	**23**	**24**	**24**

* Mid-year transfer

TRANSPORTATION IMPACT FEES

Transportation Impact Fees for Arterial Road Development

CORE SERVICES

- Transportation Impact Fees were adopted for implementation in 2022. The transportation development impact fee is based on an incremental expansion approach covering major and minor arterial needs over a 10-year period.
- The incremental expansion methodology documents the current level of service provided to the public and serves to maintain this level as new development occurs. Transportation development impact fees are calculated for both residential and nonresidential development vehicle miles traveled to allocate capital costs to residential or nonresidential land uses.
- Funds collected will be used to improve the arterial roadway network within the City.

MAJOR BUDGET CHANGES FOR FISCAL YEAR 2025/2026

- No major changes.

STREETS IMPACT FEES SUMMARY BY CATEGORY

	FY 2023 Actual	FY 2024 Actual	FY 2025 Adopted Budget	FY 2026 Proposed Budget
Revenues				
Licenses And Permits	$ 942,248	$ 3,526,920	$ 2,530,000	$ 2,800,000
Investment Income	18,999	171,846	30,000	50,000
Non Revenue Transfer	-	-	27,116	-
Total Revenues	**$ 961,246**	**$ 3,698,766**	**$ 2,587,116**	**$ 2,850,000**
Expenditures				
Capital Outlay	$ -	$ -	$ 5,500,000	$ 5,500,000
Total Expenditures	**$ -**	**$ -**	**$ 5,500,000**	**$ 5,500,000**
Excess/(Deficiency)	**$ 961,246**	**$ 3,698,766**	**$ (2,912,884)**	**$ (2,650,000)**
Additional Resources *				
Fund Balance-Estimated	$ -	$ -	$ -	$ 2,650,000
	-	-	-	-
Total Additional Resources	**$ -**	**$ -**	**$ -**	**$ 2,650,000**
Net Excess/(Deficiency)	**$ 961,246**	**$ 3,698,766**	**$ (2,912,884)**	**$ -**

* FY 2026 is the first year the City is presenting the Additional Resources section which includes estimated beginning fund balance and reserve balances.

PUBLIC WORKS CAPITAL IMPROVEMENT PROGRAM

Public Works Capital Improvement Fund

FUND DESCRIPTION

The Public Works Capital Improvement Fund supports a variety of infrastructure improvement projects for the City.

ACCOMPLISHMENTS FOR FISCAL YEAR 2024/2025

North Boulevard and Shelley Street Storm Water Upgrades

- 49th South, Providence Point and Stanfield Lane Expansion.
- Storm Improvements at Oneida, Basalt, Lave and Hill Streets.
- E Street Improvements (Design).
- South Boulevard and Birch Street Roundabout (Design).

OBJECTIVES FOR FISCAL YEAR 2025/2026

- South Boulevard and Birch Street Roundabout.
- E Street Improvements.

MAJOR BUDGET CHANGES FOR FISCAL YEAR 2025/2026

- No major changes.

PUBLIC WORKS CIP SUMMARY BY CATEGORY

	FY 2023 Actual	FY 2024 Actual	FY 2025 Adopted Budget	FY 2026 Proposed Budget
Revenues				
Taxes And Franchises	$ 780,459	$ 773,406	$ 790,000	$ 790,000
Intergovernmental Revenue	-	-	-	-
Investment Income	91,176	183,124	80,000	50,000
Miscellaneous	19,800	-	-	-
Non Revenue Transfer	-	-	(300,000)	-
Total Revenues	**$ 891,435**	**$ 956,530**	**$ 570,000**	**$ 840,000**
Expenditures				
Capital Outlay	$ 476,742	$ 185,305	$ 2,200,000	$ 2,200,000
Total Expenditures	**$ 476,742**	**$ 185,305**	**$ 2,200,000**	**$ 2,200,000**
Excess/(Deficiency)	**$ 414,692**	**$ 771,225**	**$ (1,630,000)**	**$ (1,360,000)**
Additional Resources *				
Fund Balance-Estimated	$ -	$ -	$ -	$ 1,834,900
Reserve for Future Capital	-	-	-	(474,900)
Total Additional Resources	**$ -**	**$ -**	**$ -**	**$ 1,360,000**
Net Excess/(Deficiency)	**$ 414,692**	**$ 771,225**	**$ (1,630,000)**	**$ -**

* FY 2026 is the first year the City is presenting the Additional Resources section which includes estimated beginning fund balance and reserve balances.

STREET CAPITAL IMPROVEMENT PROGRAM

Street Capital Improvement Fund

FUND DESCRIPTION

The Street Capital Improvement fund supports the City's ongoing effort to effectively utilize state and federal funds to develop and maintain our roadway network.

CORE SERVICES

Provides for the effective utilization of state and federal aid resources.

ACCOMPLISHMENTS FOR FISCAL YEAR 2024/2025

- Elm Street Reconstruction (Design).
- Woodruff Avenue Expansion - US 26 to Lincoln Road (Design).
- Woodruff Avenue - Meppen Canal to Lincoln Road Pavement Overlay (Design).
- Science Center and North Boulevard Intersection Improvements (Design).
- Anderson Street Pavement Overlay (Design).
- Vehicle Purchases for GIFT microtransit program.

OBJECTIVES FOR FISCAL YEAR 2025/2026

- Elm Street Reconstruction.
- Idaho Canal Path South of Sunnyside Road.
- Yellowstone Avenue Sidewalk - Pancheri Drive to Sunnyside Road.

MAJOR BUDGET CHANGES FOR FISCAL YEAR 2025/2026

- The Bridge & Arterial Street Capital Improvement Fund has been closed out to the Street Capital Improvement Fund.

STREET CIP SUMMARY BY CATEGORY

	FY 2023 Actual	FY 2024 Actual	FY 2025 Adopted Budget	FY 2026 Proposed Budget
Revenues				
Intergovernmental Revenue	$ 859,760	$ 3,367,343	$ 1,050,000	$ 2,015,846
Investment Income	32,573	158,907	20,000	20,000
Total Revenues	**$ 892,333**	**$ 3,526,251**	**$ 1,070,000**	**$ 2,035,846**
Expenditures				
Current Operating Expense	$ -	$ -	$ -	$ -
Capital Outlay	754,289	2,318,424	4,351,000	2,623,000
Grant Expenditures	201,697	512,541	200,000	-
Total Expenditures	**$ 955,985**	**$ 2,830,965**	**$ 4,551,000**	**$ 2,623,000**
Excess/(Deficiency)	**$ (63,652)**	**$ 695,286**	**$ (3,481,000)**	**$ (587,154)**
Additional Resources *				
Fund Balance-Estimated	$ -	$ -	$ -	$ 1,301,400
Reserve for Future Capital	-	-	-	(714,246)
Total Additional Resources	**$ -**	**$ -**	**$ -**	**$ 587,154**
Net Excess/(Deficiency)	**$ (63,652)**	**$ 695,286**	**$ (3,481,000)**	**$ -**

* FY 2026 is the first year the City is presenting the Additional Resources section which includes estimated beginning fund balance and reserve balances.

BRIDGE & ARTERIAL STREET SUMMARY BY CATEGORY

The Bridge & Arterial Street Fund will be closed out to the Street Capital Improvement Fund in Fiscal Year 2024/2025

BRIDGE & ARTERIAL STREET	FY 2023 Actual	FY 2024 Actual	FY 2025 Adopted Budget	FY 2026 Proposed Budget
Revenues				
Charges For Services	$ 266,598	$ 103,113	$ -	$ -
Investment Income	32,452	78,682	20,000	-
Non Revenue Transfer	-	122,101	-	-
Total Revenues	**$ 299,050**	**$ 303,896**	**$ 20,000**	**$ -**
Expenditures				
Capital Outlay	$ 108,371	$ 378,018	$ 400,000	$ -
Total Expenditures	**$ 108,371**	**$ 378,018**	**$ 400,000**	**$ -**
Excess/(Deficiency)	**$ 190,679**	**$ (74,122)**	**$ (380,000)**	**$ -**
Additional Resources				
	$ -	$ -	$ -	$ -
Total Additional Resources	**$ -**	**$ -**	**$ -**	**$ -**
Net Excess/(Deficiency)	**$ 190,679**	**$ (74,122)**	**$ (380,000)**	**$ -**

TRAFFIC SIGNAL CAPITAL IMPROVEMENT PROGRAM

Traffic Signal Capital Improvement Fund

MAJOR BUDGET CHANGES FOR FISCAL YEAR 2025/2026

- This fund has been transitioned to the Traffic division of the Power fund in Fiscal Year 2025/2026.

TRAFFIC LIGHT CIP SUMMARY BY CATEGORY

	FY 2023 Actual	FY 2024 Actual	FY 2025 Adopted Budget	FY 2026 Proposed Budget
Revenues				
Intergovernmental Revenue	$ 472,119	$ 468,372	$ 430,285	$ -
Investment Income	42,942	81,110	32,000	-
Non Revenue Transfer	-	-	-	-
Total Revenues	**$ 515,060**	**$ 549,482**	**$ 462,285**	**$ -**
Expenditures				
Current Operating Expense	$ -	$ 201,403	$ -	$ -
Capital Outlay	525,576	634,765	1,125,000	-
Interdepartmental Charges	-	(120,261)	-	-
Total Expenditures	**$ 525,576**	**$ 715,907**	**$ 1,125,000**	**$ -**
Excess/(Deficiency)	**$ (10,516)**	**$ (166,426)**	**$ (662,715)**	**$ -**
Additional Resources				
	$ -	$ -	$ -	$ -
Total Additional Resources	**$ -**	**$ -**	**$ -**	**$ -**
Net Excess/(Deficiency)	**$ (10,516)**	**$ (166,426)**	**$ (662,715)**	**$ -**

WATER

Enterprise—Water Fund

MISSION STATEMENT

Provide customers with a safe and abundant supply of water for a variety of purposes through excellent customer service and fiscally responsible, data driven decisions, following the City's core beliefs that we are One City/One Team, that people matter, and that we embrace data.

DIVISION DESCRIPTION

The Water Fund consists of revenue generated from water rates and fees utilized to complete operational and maintenance-oriented tasks as well as revenue from development-related connection fees that help fund future system growth and expansion.

CORE SERVICES

- Customer service calls.
- Source water production.
- Cross-connection control and backflow prevention.
- Groundwater recharge.
- Water quality protection and sampling.
- Leak prevention and repair.
- Valve and hydrant operation and maintenance.
- Service line repair and replacement.
- Water main repair and replacement.
- Development drawing reviews and construction inspection.
- Fire flow testing.

ACCOMPLISHMENTS FOR FISCAL YEAR 2024/2025

- Completion of the City's new 1MG elevated water tank project and associated supply and distribution water lines.
- Removed existing 0.5MG elevated water tank from service.
- Water main replacement in E Anderson St (N Boulevard to N Holmes Ave) to replace undersized and deteriorated water lines in advance of a future street improvement project.
- Water main replacement in 22nd, 23rd, and 24th Streets (S Boulevard to S Emerson Ave) in Brodbecks Addition to replace undersized and deteriorated water lines.
- Completion of a 16" water line in 65th North and Lewisville Hwy to interconnect dead-end waterlines, creating a waterline grid improving water pressure and flow to the northerly portion of the City.
- Water main installation in the intersection of S Holmes Ave and E 49th South in advance of a future intersection improvement project.
- Conversion of Community Park and Mel Erickson Park from groundwater to surface water irrigation along with designs for future conversions of Tautphaus Park and Freeman Park.
- Establishment of construction standards and agreements with local irrigation districts to begin implementation of City-maintained pressurized irrigation systems for new development in conformance with state regulations.

- Received approval, installed monitoring well, and began initial implementation of New Sweden Recharge Site.
- Initiated two commercial meter conversion projects to install over 550 meters, one of which is aided through a $1,250,000 Water and Energy Efficiency Grant through the Bureau of Reclamation.
- Initiated a residential meter box installation project to install over 300 meter boxes on existing residential water services.
- Completion of Well 13 Upgrades project, improving water system flow, pressure and resiliency in the northeast portion of the City.
- Installation of a new 12" water main through Lincoln Park to improve local water service.
- Initial implementation of new backflow prevention software (SwiftComply).
- City-wide identification of properties that either have or require backflow prevention assemblies to populate the new backflow prevention software database.
- Implementation of AI machine learning software for predictive maintenance of water main (Voda.ai).

OBJECTIVES FOR FY 2025/2026

- Bid project to complete commercial water meter conversions.
- Begin full use of New Sweden Recharge Site.
- Pursue state funding for future conversions of City Parks to surface water irrigation.
- Addition of a new Civil Engineer I position to facilitate design reviews and implementation of capital improvement projects.
- Begin construction of a new Water Division office to accommodate future Division growth.

MAJOR BUDGET CHANGES FOR FISCAL YEAR 2025/2026

- New position - Civil Engineer I.
- Add to fleet - Electric Forklift.
- Add to fleet - Wheel Loader.
- City park surface water conversions - Tautphaus Park and Freeman Park.
- Water office construction.

WATER SUMMARY BY CATEGORY

	FY 2023 Actual	FY 2024 Actual	FY 2025 Adopted Budget	FY 2026 Proposed Budget
Revenues				
Intergovernmental Revenue	$ -	$ 14,800	$ 2,280,000	$ 1,250,000
Charges For Services	13,799,855	17,303,478	16,413,000	17,354,000
Investment Income	688,449	1,483,094	5,000	200,000
Miscellaneous	74,842	66,346	60,000	97,500
Non Revenue Transfer	4,463,036	2,254,682	-	-
Total Revenues	**$ 19,026,182**	**$ 21,122,400**	**$ 18,758,000**	**$ 18,901,500**
Expenditures				
Salaries And Wages	$ 1,298,280	$ 1,557,109	$ 1,860,153	$ 1,843,050
Benefits	572,163	732,277	1,032,779	1,161,408
Current Operating Expense	5,570,374	5,828,382	8,191,675	7,044,086
Capital Outlay	1,791,935	581,508	15,051,000	18,355,000
MERF Expenditures	-	-	80,000	-
Grant Expenditures	-	14,800	800,000	1,250,000
Interdepartmental Charges	(20,972)	(23,592)	-	-
Cost Allocation Transfers	-	(11,991)	-	-
Total Expenditures	**$ 9,211,780**	**$ 8,678,493**	**$ 27,015,607**	**$ 29,653,543**
Excess/(Deficiency)	**$ 9,814,402**	**$ 12,443,907**	**$ (8,257,607)**	**$ (10,752,043)**
Additional Resources *				
Fund Balance-Estimated	$ -	$ -	$ -	$ 18,400,000
Reserve for Future Capital	-	-	-	(7,647,957)
Total Additional Resources	**$ -**	**$ -**	**$ -**	**$ 10,752,043**
Net Excess/(Deficiency)	**$ 9,814,402**	**$ 12,443,907**	**$ (8,257,607)**	**$ -**

* FY 2026 is the first year the City is presenting the Additional Resources section which includes estimated beginning fund balance and reserve balances.

WATER SUMMARY BY DIVISION

	FY 2025 Adopted Budget		FY 2026 Proposed Budget			
Division	**Expenditure**	**Revenue**	**Expenditure**	**Revenue**	**$ Change Expenditure**	**% Change Expenditure**
Enterprise Fund						
Water Administration	$ 4,478,703	$ 18,758,000	$ 2,855,500	$ 18,901,500	$ (1,623,203)	-36.24%
Water Well Maintenance and Operation	6,356,847	-	6,608,278	-	251,431	3.96%
Water Distribution System Maintenance & Operation	10,999,557	-	14,864,265	-	3,864,708	35.14%
Water New Construction	5,180,500	-	5,325,500	-	145,000	2.80%
Total	**$ 27,015,607**	**$ 18,758,000**	**$ 29,653,543**	**$ 18,901,500**	**$ 2,637,936**	**9.76%**

WATER PERSONNEL

	FY 2024 Budget	FY 2025 Budget	FY 2026 Proposed Budget
FT	**Number**	**Number**	**Number**
Water Administration			
Admin Assistant - Public Works	-	1	1
Civil Engineer I	-	-	1
Office Assistant II	1	-	-
Water Superintendent	1	1	1
Well Maintenance and Operations			
Chief Water Supply Operator	1	1	1
Water Supply Foreman	1	1	1
Water Supply Operator	2	3	3
Distribution System Maintenance and Operations			
Chief Water Distribution Operator	1 *	1	1
Chief Water Ops Operator	1 *	1	1
Distribution Operator In-Training	7 *	5 *	5
Distribution Operator I	1 *	3 *	3
Laborer - Water	2	2	2
Warehouse Manager - Water	1 *	1	1
Water Distribution Foreman	1	1	1
Water Metering Specialist	-	- *	-
Water Operations Specialist	-	2	2
Water Service Operator	2 *	2	2
Water Systems Equipment Operator	3 *	3	3
Water Valve & Hydrant Crew Leader	1 *	- *	-
Total	**26**	**28**	**29**

* Mid-year transfer

SANITATION

Enterprise - Sanitation

MISSION STATEMENT

Providing Idaho Falls with waste management services in a safe, productive, and cost-efficient manner while maintaining the highest level of service.

DIVISION DESCRIPTION

The Sanitation Fund provides equipment, staffing, buildings and machinery to carry out all waste management services offered by the Division.

CORE SERVICES

- The Sanitation Division administers, manages and collects all municipal solid waste, construction, demolition, and glass recycling locations for the purpose of maintaining a clean and healthy community.
- Responsible for delivery, repair, and service of over 20,000 residential and commercial containers.
- Sweep public streets.
- Maintain alleyways.

ACCOMPLISHMENTS FOR FISCAL YEAR 2024/2025

- Adapted and adjusted routes to accommodate growth throughout the City.
- Converted portions of alley pickup to curbside collection, increasing efficiency, productivity and safety.

OBJECTIVES FOR FISCAL YEAR 2025/2026

- Continue to convert portions of alley pickups to curbside.
- Continue to improve the Sanitation safety training program.
- Assess and improve collection routes for service efficiencies.

Continue to research any/all recycling options for the residents of Idaho Falls.

MAJOR BUDGET CHANGES FOR FISCAL YEAR 2025/2026

- $2,750,000 for new joint Street and Sanitation Administration building.
- The Street Sweeping function has been transitioned from the Street Fund to the Sanitation Street Cleaning division.

SANITATION SUMMARY BY CATEGORY

	FY 2023 Actual	FY 2024 Actual	FY 2025 Adopted Budget	FY 2026 Proposed Budget
Revenues				
Charges For Services	$ 6,007,125	$ 6,333,937	$ 5,987,000	$ 6,388,000
Investment Income	217,674	471,529	180,000	100,000
Miscellaneous	2,242	77,074	-	-
Total Revenues	**$ 6,227,041**	**$ 6,882,540**	**$ 6,167,000**	**$ 6,488,000**
Expenditures				
Salaries And Wages	$ 1,552,089	$ 1,564,090	$ 1,515,333	$ 1,562,734
Benefits	746,017	813,592	966,559	951,032
Current Operating Expense	2,273,548	2,770,520	2,951,180	3,473,668
Capital Outlay	56,260	(2,560)	807,000	4,050,000
MERF Expenditures	148,392	(148,392)	420,000	-
Interdepartmental Charges	(2,003)	(1,356)	-	-
Cost Allocation Transfers	(200)	(28,353)	-	-
Total Expenditures	**$ 4,774,103**	**$ 4,967,540**	**$ 6,660,072**	**$ 10,037,433**
Excess/(Deficiency)	**$ 1,452,939**	**$ 1,915,000**	**$ (493,072)**	**$ (3,549,433)**
Additional Resources *				
Fund Balance-Estimated	$ -	$ -	$ -	$ 7,000,000
Reserve for Future Capital	-	-	-	(3,450,567)
Total Additional Resources	**$ -**	**$ -**	**$ -**	**$ 3,549,433**
Net Excess/(Deficiency)	**$ 1,452,939**	**$ 1,915,000**	**$ (493,072)**	**$ -**

* FY 2026 is the first year the City is presenting the Additional Resources section which includes estimated beginning fund balance and reserve balances.

SANITATION SUMMARY BY DIVISION

	FY 2025 Adopted Budget		FY 2026 Proposed Budget			
Division	**Expenditure**	**Revenue**	**Expenditure**	**Revenue**	**$ Change Expenditure**	**% Change Expenditure**
Enterprise Fund						
Sanitation Administration	$ 2,055,599	$ 6,167,000	$ 4,144,277	$ 6,488,000	$ 2,088,678	101.61%
Sanitation Construction & Maintenance	309,735	-	307,223	-	(2,512)	-0.81%
Sanitation Collection System Containers	1,861,487	-	1,092,442	-	(769,045)	-41.31%
Sanitation Collection System Handloads	1,604,911	-	2,161,639	-	556,728	34.69%
Sanitation Tilt Frame Containers	828,340	-	1,403,466	-	575,126	69.43%
Sanitation Street Cleaning	-	-	928,386	-	928,386	
Total	**$ 6,660,072**	**$ 6,167,000**	**$ 10,037,433**	**$ 6,488,000**	**$ 3,377,361**	**50.71%**

SANITATION PERSONNEL

	FY 2024 Budget	FY 2025 Budget	FY 2026 Proposed Budget
FT	**Number**	**Number**	**Number**
Sanitation Administration			
Admin Assistant - Public Works	1 *	1	-
Business Office Manager I	-	-	1
Customer Service Representative - Sanitation	-	1	1
Sanitation Foreman	1	1	1
Sanitation Superintendent	1	1	1
Construction and Maintenance			
Sanitation Repair Worker I	1	1	1
Sanitation Repair Worker II	1	1	1
Collection System Containers			
Truck Driver - Sanitation	5	5	5
Collection System Handloads			
Leadworker - Sanitation	2	2	2
Sanitation Relief Driver	2 *	3 *	3
Truck Driver - Sanitation	8	8	8
Tilt Frame Containers			
Truck Driver - Sanitation	2	1 *	1
Total	**24**	**25**	**25**

* Mid-year transfer

WASTEWATER DIVISION

Enterprise - Wastewater Fund

MISSION STATEMENT

Provide cost effective and efficient collection, maintenance and treatment of wastewater and stormwater in compliance with State and Federal regulations to protect public health, the environment, and the many uses of the Snake River.

DIVISION DESCRIPTION

The Wastewater Fund generates revenue from monthly utility payments and connection fees from new development. These revenues support all activities associated with wastewater and stormwater collection and treatment.

CORE SERVICES

The Wastewater Division is responsible for the maintenance, cleaning and inspection of the sanitary sewer and stormwater infrastructure within the City. The Division ensures that the conveyance systems are working properly to mitigate flooding and subsequent damage. The Division is also responsible for maintaining compliance with Federal and State requirements in conjunction with the Clean Water Act.

ACCOMPLISHMENTS FOR FY 2024/2025

- Completion of major process improvement dewatering project.
- Successfully completed sewer line rehabilitation in excess of 3 miles of main line.
- Upgraded several aging lift stations.
- Purchased two generators to automatically provide power during power outages.
- Flushed roughly half of the sanitary sewer system within Idaho Falls and within the Iona Bonneville Sewer District.
- Successful collection and treatment of 9.6 million gallons of sanitary sewage daily.

OBJECTIVES FOR FY 2025/2026

- Complete collection system flow modeling to verify sewer line capacities.
- Continue sewer line and storm line rehabilitation to address aging infrastructure.
- Update aging sanitary and storm lift stations.
- Upgrade aging sanitary and storm lift stations.

MAJOR BUDGET CHANGES FOR FY 2025/2026

- Wastewater is providing funding for the ERP Implementation project to be repaid thru cost allocation once the implementation is complete.
- Storm pond and lift station maintenance and utilities have been transitioned from Parks Maintenance to the Wastewater Fund beginning in Fiscal Year 2025/2026.

WASTEWATER SUMMARY BY CATEGORY

WASTEWATER TOTAL	FY 2023 Actual	FY 2024 Actual	FY 2025 Adopted Budget	FY 2026 Proposed Budget
Revenues				
Intergovernmental Revenue	$ 143,264	$ 105,182	$ -	$ -
Charges For Services	13,946,812	14,545,244	14,561,000	14,595,000
Investment Income	1,059,425	1,718,274	660,000	300,000
Rentals & Leases	8,032	7,957	8,000	8,000
Miscellaneous	4,700	922	-	-
Non Revenue Transfer	2,741,629	1,383,873	-	(2,000,000)
Total Revenues	**$ 17,903,862**	**$ 17,761,453**	**$ 15,229,000**	**$ 12,903,000**
Expenditures				
Salaries And Wages	$ 2,544,021	$ 2,494,744	$ 2,631,308	$ 2,686,438
Benefits	1,030,723	1,102,062	1,403,487	1,395,797
Current Operating Expense	5,041,239	4,950,405	7,067,242	6,357,970
Capital Outlay	2,043,841	591,615	7,885,000	8,682,000
MERF Expenditures	428,000	-	320,000	207,101
Debt Service	-	269,988	1,100,000	1,100,000
Contingency	-	-	-	1,666,667
Interdepartmental Charges	(34,056)	(24,433)	-	-
Cost Allocation Transfers	(4,778)	(56,757)	-	-
Total Expenditures	**$ 11,048,990**	**$ 9,327,624**	**$ 20,407,037**	**$ 22,095,973**
Excess/(Deficiency)	**$ 6,854,873**	**$ 8,433,829**	**$ (5,178,037)**	**$ (9,192,973)**
Additional Resources *				
Fund Balance-Estimated	$ -	$ -	$ -	$ 23,000,000
Reserve for Future Capital	-	-	-	(12,727,404)
Reserve for Debt Service	-	-	-	(1,079,623)
Total Additional Resources	**$ -**	**$ -**	**$ -**	**$ 9,192,973**
Net Excess/(Deficiency)	**$ 6,854,873**	**$ 8,433,829**	**$ (5,178,037)**	**$ -**

* FY 2026 is the first year the City is presenting the Additional Resources section which includes estimated beginning fund balance and reserve balances.

WASTEWATER SUMMARY BY DIVISION

Division	FY 2025 Adopted Budget Expenditure	FY 2025 Adopted Budget Revenue	FY 2026 Proposed Budget Expenditure	FY 2026 Proposed Budget Revenue	$ Change Expenditure	% Change
Enterprise Fund						
Wastewater Administration	$ 4,400,920	$ 15,229,000	$ 5,296,540	$ 12,903,000	$ 895,620	20.35%
Wastewater Collection System Operation & Maintenance	1,529,000	-	1,597,300	-	68,300	4.47%
Wastewater New Construction	2,451,980	-	2,702,118	-	250,138	10.20%
Wastewater Storm Drainage Operation & Maintenance	1,153,200	-	1,249,336	-	96,136	8.34%
Wastewater Treatment Plan Operation & Maintenance	10,871,937	-	11,250,678	-	378,741	3.48%
Total	**$ 20,407,037**	**$ 15,229,000**	**$ 22,095,973**	**$ 12,903,000**	**$ 1,688,936**	**8.28%**

WASTEWATER PERSONNEL

FT	FY 2024 Budget Number	FY 2025 Budget Number	FY 2026 Proposed Budget Number
Wastewater Administration			
Admin Assistant - Public Works	-	1	1
Collection System Equipment Operator	2	2	2
Collection System Operator In-Training	4 *	7 *	7
Collection System Lead Operator	1	1	1
Collection System Operator	6	5 *	5
Office Assistant II	1 *	-	-
Wastewater Collection Foreman	1	1	1
Wastewater Service Inspector	1	1	1
Wastewater Superintendent	1	1	1
Wastewater Treatment Plant			
Chief Operator - Wastewater Treatment	1	1	1
Lab Supervisor	1	1	1
Lab Technician	2	2	2
Laborer - Treatment Plant	-	1 *	1
Maintenance Mechanic	1	1 *	1
Pretreatment Monitor	1	1	1
Treatment Plant Operator I	-	3 *	3
Treatment Plant Operator II	3	3	4
Treatment Plant Operator III	6	3	2
Truck Driver - Wastewater	3	-	-
Wastewater Treatment Plant Foreman	-	1	1
Wastewater Treatment Plant Operator In-Training	4 *	5 *	5
Total	**39**	**41**	**41**

* Mid-year transfer

IDAHO FALLS POWER

Enterprise - Idaho Falls Power

MISSION STATEMENT

A Customer-owned utility dedicated to providing value driven, safe, reliable and high-quality services.

CORE SERVICES

Idaho Falls Power (Power) is a city-operated utility responsible for delivering reliable and cost-effective electricity to residents and businesses in Idaho Falls. It maintains and operates a broad infrastructure that includes electric distribution systems, transmission lines, substations, and power generation facilities. Power's mission is carried out by a skilled workforce supported by administrative, engineering, and customer service teams. In addition to electric services, Power also handles traffic signal maintenance and fiber optic system operations.

ACCOMPLISHMENTS FOR FISCAL YEAR 2024/2025

In Fiscal Year 2024/2025, Power completed several projects, including upgrades at hydroelectric plants, construction of the Gem State Boat Launch, and progress on the new 17.5 MW Idaho Falls Peaking Plant. Major infrastructure enhancements included feeder line installations, substation improvements, and automation upgrades. System control efforts advanced with the construction of a backup dispatch center, Advanced Distribution Management System (ADMS) upgrades, and increased physical and cybersecurity measures. Idaho Falls Power also prepared for participation in California Independent System Operator's (CAISO) day-ahead energy market and finalized plans for a long-term power contract with Bonneville Power Administration (BPA).

OBJECTIVES FOR FISCAL YEAR 2025/2026

Looking ahead to Fiscal Year 2025/2026, Power will focus on major capital improvements, regulatory compliance, and grid modernization. Planned hydroelectric upgrades include safety studies, system rebuilds, and operational enhancements. Substation and distribution system improvements aim to boost reliability, while automation and overhead-to-underground conversions continue. Growth-driven projects will support new service installations and feeder extensions, ensuring the system can meet rising demand.

Technology, sustainability, and facility improvements are also key priorities. Power will continue software modernization, expand security systems, and enhance communication infrastructure. Energy efficiency projects like the streetlight retrofit and new EV charging stations will support clean energy goals. Facility upgrades, such as warehouse improvements and access control systems, will further support operational efficiency and safety. These initiatives align with Power's commitment to providing reliable, future-ready energy services to the community.

MAJOR BUDGET CHANGES FOR FISCAL YEAR 2025-26

The budget shows a 7% increase in wages, including funding for four new full-time employees and pay increases starting in May 2026. Operating expenses will rise moderately, driven by higher costs for insurance, utilities, and professional services, while fuel and software expenses are expected to decrease. The City has transitioned costs previously paid by governmental funds including traffic signal capital improvement costs, utilities for streetlights and signals, and river corridor maintenance under Power's recreation plan to be directly paid by Power.

Transfers to various departments are expected to increase overall, with notable rises for GIS, Mayor, Council, City Clerk, and Human Resources, while Legal and Finance are expected to decrease. Power supply costs will increase due to bond payments, and additional spending on auto equipment.

Capital improvement projects will see a large decrease overall, primarily because the previous year's large project for the Idaho Falls Power Peaking Plant is expected to be completed. However, transmission upgrades, customer account systems, and operations technology projects, including software investments for CIS and ERP, will see significant increases.

IDAHO FALLS POWER SUMMARY BY CATEGORY

	FY 2023 Actual	FY 2024 Actual	FY 2025 Adopted Budget	FY 2026 Proposed Budget
Revenues				
Intergovernmental Revenue	$ 75,000	$ 146,986	$ 1,015,000	$ 2,127,230
Charges For Services	74,273,495	76,584,487	73,651,033	75,285,040
Investment Income	1,785,996	3,967,850	1,190,000	2,369,779
Rentals & Leases	119,507	117,701	142,000	150,000
Miscellaneous	1,305,357	2,247,495	840,000	1,205,000
Non Revenue Transfer	-	935,893	-	(1,835,754)
Debt Proceeds	-	-	30,000,000	1,368,229
Revenues Total	**$ 77,559,355**	**$ 84,000,412**	**$ 106,838,033**	**$ 80,669,524**
Expenditures				
Salaries And Wages	$ 9,212,364	$ 10,103,737	$ 10,175,504	$ 11,178,209
Benefits	3,079,149	3,272,507	4,160,148	4,192,572
Current Operating Expense	50,402,997	47,466,172	56,261,048	52,577,340
Capital Outlay	9,606,263	22,729,838	38,935,000	16,799,858
MERF Expenditures	6,695	14,298	1,213,000	2,211,484
Debt Service	719,639	850,541	-	5,315,700
Grant Expenditures	-	-	-	1,480,000
Contingency	-	-	-	833,333
Interdepartmental Charges	(474,646)	(2,073,467)	-	-
Cost Allocation Transfers	(195,001)	(129,331)	-	-
MERF Allocation	-	35,000	-	-
Expenditures Total	**$ 72,357,459**	**$ 82,269,294**	**$ 110,744,700**	**$ 94,588,496**
Excess/(Deficiency)	**$ 5,201,895**	**$ 1,731,118**	**$ (3,906,667)**	**$ (13,918,972)**
Additional Resources *				
Fund Balance-Estimated	$ -	$ -	$ -	$ 56,500,000
Reserve for Future Capital	-	-	-	(11,381,028)
Reserve for Rate Stabilization	-	-	-	(28,500,000)
Reserve for Conservation	-	-	-	(2,700,000)
Total Additional Resources	**$ -**	**$ -**	**$ -**	**$ 13,918,972**
Net Excess/(Deficiency)	**$ 5,201,895**	**$ 1,731,118**	**$ (3,906,667)**	**$ -**

* FY 2026 is the first year the City is presenting the Additional Resources section which includes estimated beginning fund balance and reserve balances.

IDAHO FALLS POWER SUMMARY BY DIVISION

Division	FY 2025 Adopted Budget Expenditure	FY 2025 Adopted Budget Revenue	FY 2026 Proposed Budget Expenditure	FY 2026 Proposed Budget Revenue	$ Change Expenditure	% Change Expenditure
Enterprise Fund						
Idaho Falls Power Bulb Turbine Generation	$ 35,121,336	$ -	$ 9,906,583	$ -	$ (25,214,753)	-71.79%
Idaho Falls Power Gem State Generation	57,000	-	-	-	(57,000)	-100.00%
Idaho Falls Power Purchased Power	38,986,040	6,172,690	43,977,245	6,128,072	4,991,205	12.80%
Idaho Falls Power Transmission Expense	1,954,681	-	3,768,775	-	1,814,094	92.81%
Idaho Falls Power Distribution Expense	11,386,280	-	12,412,253	-	1,025,973	9.01%
Idaho Falls Power Customer Accounts	1,842,195	35,000	2,337,036	-	494,841	26.86%
Idaho Falls Power Operations Technology	5,312,171	-	6,730,545	-	1,418,374	26.70%
Idaho Falls Power Admin & Gen-General	9,638,673	100,630,343	6,990,512	74,461,452	(2,648,161)	-27.47%
Idaho Falls Power Admin & Gen-Warehouse	642,088	-	854,639	-	212,551	33.10%
Idaho Falls Power Admin & Gen-Engineering	2,084,470	-	2,289,416	-	204,946	9.83%
Idaho Falls Power Admin & Gen-Energy Serv.	3,153,728	-	3,268,555	80,000	114,827	3.64%
Idaho Falls Power Traffic	566,038	-	2,052,938	-	1,486,900	262.69%
Total	**$ 110,744,700**	**$ 106,838,033**	**$ 94,588,496**	**$ 80,669,524**	**$ (16,156,204)**	**-14.59%**

IDAHO FALLS POWER PERSONNEL

	FY 2024 Budget		FY 2025 Budget		FY 2026 Proposed Budget
FT	**Number**		**Number**		**Number**
Bulb Turbine Generation					
Apprentice Generation Mechanic	-		3	*	3
Apprentice Hydro Mechanic	3		-		-
Electrician Foreman	1		-	*	-
Generation Mechanic	-		3	*	3
Generation Mechanic - Foreman	1	*	1		1
Generation Superintendent-CDSE	1	*	1		1
Journey Electrician	3	*	-	*	-
Senior Civil Engineer - CDSE	1		-		-
Wireman	-		5	*	5
Wireman Foreman	-		1	*	1
Transmission					
Journey Electrician	2		-	*	-
Substation Foreman	1		-	*	-
Substation Technician	2		-	*	-
Substation Technician Journey	1	*	-	*	-
Wireman	-		4	*	4
Wireman Foreman	-		1	*	1
Distribution					
Electric Lineman Apprentice	4		2	*	2
Journey Lineman	9		10		10
Line Crew Foreman	3		3		3
Seasonal Serviceman	1		-		-
Serviceman	-		1		1
Serviceman	1		1		1
T&D Superintendent	1		1		1
Customer Accounts					
Apprentice Meter Technician	1	*	1		1
Customer Service Manager	1		-	*	-
Journeyman Meter Technician	1		1		1
Lead Meter Tech	1		-		-
Lead Meter Technician	1		1		1
Metering Utility Worker	1		-		-

IDAHO FALLS POWER PERSONNEL

FT	FY 2024 Budget Number	FY 2025 Budget Number	FY 2026 Proposed Budget Number
Operations Technology			
Broadband System Network Administrator	-	1	1
Business Analyst	1	1	1
GIS Specialist	1	2 *	2
GIS Supervisor - Electric	1	1	1
Lead Communications Tech	1	-	-
Network Administrator	-	1 *	1
Network IT Technician	-	1 *	1
Network & Security Specialist	1	- *	-
Operations Technology Manager	1	1	1
Power & Dispatch Manager	1	1	1
Power Scheduler	-	-	1
System Dispatcher	5	5	5
Power Administration			
Admin Asst - Power	1	1	1
Chief Financial Officer	1	1	1
Customer Service Manager	1 *	- *	-
Engineering & Compliance Manager	1	1	1
Executive Assistant - Power	1	1	1
External Affairs Manager	-	1 *	1
General Manager	1	1	1
Grants Administrator/Accountant	-	- **	-
Workflow Accountant	-	1 **	1
Warehouse			
Building and Grounds Maintenance Worker	-	-	1
Building Maintenance Superintendent	-	1 *	1
Facility Services Manager	1	-	-
Materials Manager	-	1	1
Utility Helper II - Electric	2	-	-
Warehouse Operations Assistant	1	1	1
Warehouse Utility Helper	2 *	2	2
Engineering			
Assistant General Manager - Elec	1	1	1
Design Services Manager	1	1	1
Drafter	-	-	1
Electric Design Technician	5	4	4
Electrical Engineer	2	2	3
Systems Engineer	1	1	1

IDAHO FALLS POWER PERSONNEL

	FY 2024 Budget	FY 2025 Budget	FY 2026 Proposed Budget
FT	**Number**	**Number**	**Number**
Energy Services			
Community Relations Coordinator	1	1	1
Customer Service Rep - Power	2	2	2
Energy Specialist	1	1	1
Key Accounts Manager	1	- *	-
Traffic			
Traffic Engineer	1	1	1
Traffic Engineering Tech	-	- *	-
Traffic Foreman	-	1	1
Traffic Technician	-	1 *	1
Total	**81**	**82**	**86**

* Mid-year transfer

** Position title change

FIBER

Enterprise - Fiber Fund

MISSION STATEMENT

Idaho Falls Fiber (Fiber) is a community-owned, open access fiber optic network designed to deliver high-quality, reliable broadband service. It partners with both local and regional internet service providers to offer flexible options to customers while maintaining competitive pricing. The network is built to meet the growing bandwidth needs of both residents and businesses and is backed by a strong commitment to excellent customer service and support.

CORE SERVICES

Idaho Falls Fiber is a community-owned, open access fiber optic network committed to delivering high-quality, reliable broadband services. The network supports both residents and businesses by partnering with local and regional internet service providers (ISPs), offering competitive pricing, and prioritizing superior customer service. Its mission is to meet growing bandwidth needs with a robust infrastructure and responsive local support.

The network provides several core services, including dark fiber leasing to ISPs and Fiber-to-the-Home (FTTH) internet with speeds reaching up to 1 Gig for residential and up to 10 Gig for business users. Currently, eight ISPs lease dark fiber from the city, while six actively provide internet services through the open access network.

ACCOMPLISHMENTS FOR FISCAL YEAR 2024/2025

During Fiscal Year 2024/2025, Idaho Falls Fiber completed major infrastructure projects, including the West River to East River fiber line and the FTTH project. Communication upgrades for City networks and traffic intersections are currently underway. Fiber is on track to connect more than 2,000 new customers this year and exceed 10,000 total fiber customers by year-end.

As part of its ongoing efforts to expand service offerings, Idaho Falls Fiber has started rolling out a new 5 Gig residential internet package, further enhancing access to high-speed internet for local households.

MAJOR BUDGET CHANGES FOR FISCAL YEAR 2025-26

The upcoming budget reflects a 10% increase in wages, driven by employee pay increases beginning in May 2026. Operating expenses are set to rise by 27%, largely due to higher insurance premiums, increased utility costs from fiber huts, and a significant jump in rental property and equipment costs related to power pole attachments. Additional increases are tied to repair and maintenance estimates and the inclusion of USIC locate services.

Transfers to City departments nearly doubled on the upcoming budget, with notable increases in allocations to the Mayor, City Clerk, Human Resources, IT, and Utility Billing, while Legal and Finance contributions are expected to drop significantly.

A $1.25 million Fiber loan repayment to the power fund has been added, while spending on auto equipment was eliminated. Capital improvement projects decreased by one-third, going from $3 million to $2 million.

FIBER SUMMARY BY CATEGORY

	FY 2023 Actual	FY 2024 Actual	FY 2025 Adopted Budget	FY 2026 Proposed Budget
Revenues				
Investment Income	$ 16,462	$ 53,501	$ 20,000	$ 20,000
Rentals & Leases	1,058,662	1,062,177	1,200,000	1,200,000
Non Revenue Transfer	-	196,311	-	-
Charges For Services	2,448,742	3,568,201	4,543,600	4,660,200
Revenues Total	**$ 3,523,866**	**$ 4,880,190**	**$ 5,763,600**	**$ 5,880,200**
Expenditures				
Salaries And Wages	$ 744,235	$ 874,905	$ 917,594	$ 936,770
Benefits	295,280	320,429	423,525	403,599
Current Operating Expense	709,846	978,402	1,104,880	1,209,820
Capital Outlay	6,369,115	3,625,215	3,000,000	2,000,000
MERF Expenditures	-	-	254,079	-
Debt Service	81,352	857,345	-	1,250,000
Interdepartmental Charges	(6,386)	(52,710)	-	-
Cost Allocation Transfers	(5,957)	-	-	-
Expenditures Total	**$ 8,187,485**	**$ 6,603,586**	**$ 5,700,078**	**$ 5,800,190**
Excess/(Deficiency)	**$ (4,663,618)**	**$ (1,723,396)**	**$ 63,522**	**$ 80,010**
Additional Resources *				
Fund Balance-Estimated	$ -	$ -	$ -	$ 100,000
Reserve for Future Capital	-	-	-	(180,010)
Total Additional Resources	**$ -**	**$ -**	**$ -**	**$ (80,010)**
Net Excess/(Deficiency)	**$ (4,663,618)**	**$ (1,723,396)**	**$ 63,522**	**$ -**

* FY 2026 is the first year the City is presenting the Additional Resources section which includes estimated beginning fund balance and reserve balances.

FIBER SUMMARY BY DIVISION

	FY 2025 Adopted Budget		FY 2026 Proposed Budget			
Division	**Expenditure**	**Revenue**	**Expenditure**	**Revenue**	**$ Change Expenditure**	**% Change Expenditure**
Enterprise Fund						
Fiber Administration	$ 5,700,078	$ 5,763,600	$ 5,800,190	$ 5,880,200	$ 100,112	1.76%
Total	**$ 5,700,078**	**$ 5,763,600**	**$ 5,800,190**	**$ 5,880,200**	**$ 100,112**	**1.76%**

FIBER PERSONNEL

	FY 2024 Budget	FY 2025 Budget	FY 2026 Proposed Budget
FT	**Number**	**Number**	**Number**
Communication & Splicing Foreman	-	1	1
Communication & Splicing Tech	3	4	4
Communications Technician	1	1 *	-
Communications Technician I	1 *	- *	1
Communications Technician II	1 *	1	1
Communications Technician III	1 *	1	1
Groundman	1 *	-	-
Journey Lineman	1	1	1
Total	**9**	**9**	**9**

* Mid-year transfer

NON-DEPARTMENTAL

General Fund—Non-departmental

NON-DEPARTMENTAL SUMMARY BY CATEGORY

	FY 2023 Actual	FY 2024 Actual	FY 2025 Adopted Budget	FY 2026 Proposed Budget
Revenues				
Taxes And Franchises	$ 33,477,143	$ 35,836,703	$ 38,323,728	$ 43,646,925
Intergovernmental Revenue	13,962,885	14,105,653	14,618,703	8,951,461
Investment Income	798,077	1,359,412	775,000	700,000
Contributions & Donations	-	-	110,000	-
Miscellaneous	80,959	462,250	220,000	110,000
Non Revenue Transfer	3,667,604	1,699,564	36,000	(1,116,246)
Total Revenues	**$ 51,986,667**	**$ 53,463,582**	**$ 54,083,431**	**$ 52,292,140**
Expenditures				
Current Operating Expense	$ 976,940	$ -	$ -	$ -
Contingency	-	-	-	3,477,265
Total Expenditures	**$ 976,940**	**$ -**	**$ -**	**$ 3,477,265**
Excess/(Deficiency)	**$ 51,009,727**	**$ 53,463,582**	**$ 54,083,431**	**$ 48,814,876**
Additional Resources *				
Fund Balance-Estimated	$ -	$ -	$ -	$ 15,322,763
Reserve for Future Capital	-	-	-	(3,927,500)
Total Additional Resources	**$ -**	**$ -**	**$ -**	**$ 11,395,263**
Net Excess/(Deficiency)	**$ 51,009,727**	**$ 53,463,582**	**$ 54,083,431**	**$ 60,210,139**

* FY 2026 is the first year the City is presenting the Additional Resources section which includes estimated beginning fund balance and reserve balances.

NON-DEPARTMENTAL SUMMARY BY DIVISION

	FY 2025 Adopted Budget		FY 2026 Proposed Budget			
Division	**Expenditure**	**Revenue**	**Expenditure**	**Revenue**	**$ Change Expenditure**	**% Change Expenditure**
General Fund						
Non-Departmental	$ -	$ 54,297,431	$ 3,477,265	$ 52,352,140	$ 3,477,265	
Non-Departmental	-	(214,000)	-	(60,000)	-	
Total	**$ -**	**$ 54,083,431**	**$ 3,477,265**	**$ 52,292,140**	**$ 3,477,265**	**0.00%**

BUDGETARY

Budgetary Contingency

Budgetary contingency has been moved to each respective fund beginning in Fiscal Year 2025/2026.

BUDGETARY SUMMARY BY CATEGORY

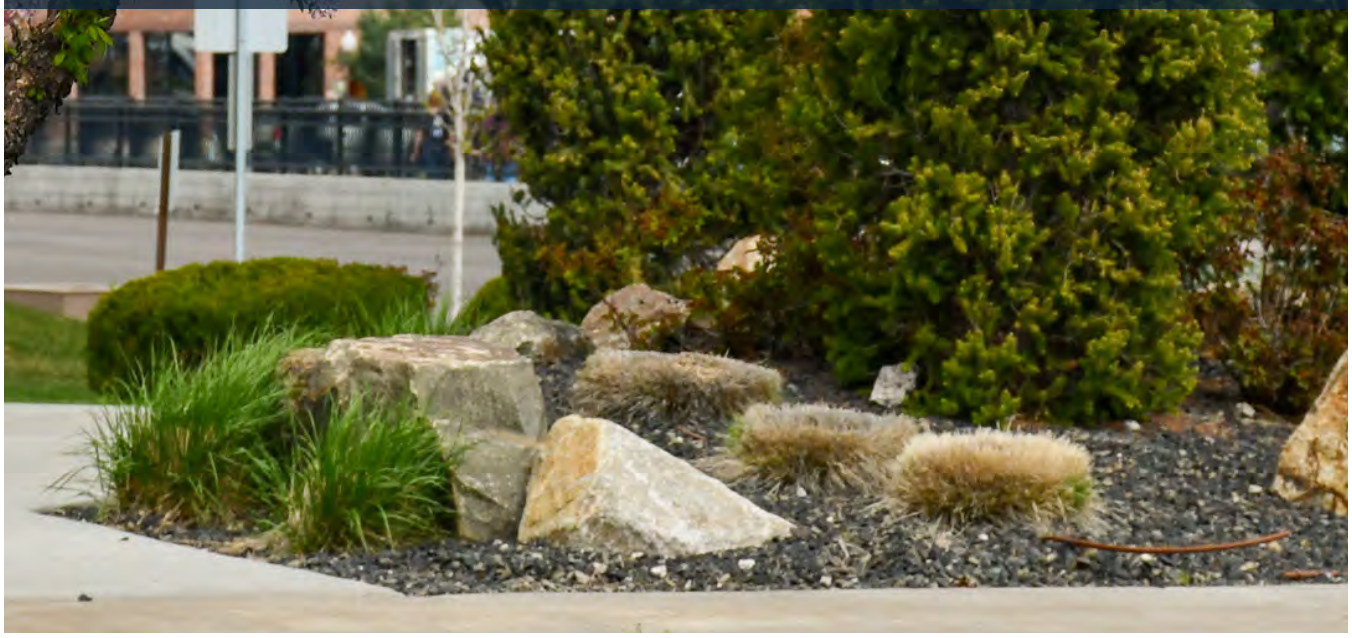
BUDGETARY	FY 2023 Actual	FY 2024 Actual	FY 2025 Adopted Budget	FY 2026 Proposed Budget
REVENUES & RESOURCES				
	$ -	$ -	$ -	$ -
Division Total	**$ -**	**$ -**	**$ -**	**$ -**
EXPENDITURES & APPROPRIATIONS				
Contingency	$ -	$ -	$ 29,000,000	$ -
Division Total	**$ -**	**$ -**	**$ 29,000,000**	**$ -**

BUDGETARY BY DIVISION

Division	FY 2025 Adopted Budget		FY 2026 Proposed Budget		$ Change Expenditure	% Change Expenditure
	Expenditure	Revenue	Expenditure	Revenue		
Non-Departmental	$ 29,000,000	$ -	$ -	$ -	$ (29,000,000)	-100.00%
Total	**$ 29,000,000**	**$ -**	**$ -**	**$ -**	**$ (29,000,000)**	**-100.00%**



INTERNAL SERVICES/FUND BUDGETS



RISK MANAGEMENT

Risk Management Fund

The Risk Management fund accumulates resources from departments to pay insurance premiums and claims including worker's compensation.

RISK MANAGEMENT

	FY 2023 Actual	FY 2024 Actual	FY 2025 Adopted Budget	FY 2026 Proposed Budget
Revenues				
Investment Income	$ 132,901	$ 286,098	$ 120,000	$ 75,000
Miscellaneous	272,960	810,627	355,000	355,000
Non Revenue Transfer	2,268,131	2,778,751	3,050,000	3,510,000
Total Revenues	**$ 2,673,992**	**$ 3,875,476**	**$ 3,525,000**	**$ 3,940,000**
Expenditures				
Salaries And Wages	$ 55,858	$ 63,842	$ 67,558	$ 76,089
Benefits	20,447	23,855	27,734	29,604
Current Operating Expense	2,188,479	3,157,363	6,635,000	4,629,307
Total Expenditures	**$ 2,264,785**	**$ 3,245,060**	**$ 6,730,292**	**$ 4,735,000**
Excess/(Deficiency)	**$ 409,207**	**$ 630,416**	**$ (3,205,292)**	**$ (795,000)**
Additional Resources				
Fund Balance-Estimated	$ -	$ -	$ -	$ 795,000
Total Additional Resources	**$ -**	**$ -**	**$ -**	**$ 795,000**
Net Excess/(Deficiency)	**$ 409,207**	**$ 630,416**	**$ (3,205,292)**	**$ -**

* FY 2026 is the first year the City is presenting the Additional Resources section which includes estimated beginning fund balance and reserve balances.

2025/2026 PROPOSED RISK MANAGEMENT DEPARTMENT BUDGET

	FY 2025 Adopted Budget		FY 2026 Proposed Budget			
Division	**Expenditure**	**Revenue**	**Expenditure**	**Revenue**	**$ Change Expenditure**	**% Change Expenditure**
Internal Services Budgets						
Self-Insurance	$ 6,730,292	$ 3,525,000	$ 4,735,000	$ 3,940,000	$ (1,995,292)	-29.65%
Total	**$ 6,730,292**	**$ 3,525,000**	**$ 4,735,000**	**$ 3,940,000**	**$ (1,995,292)**	**-29.65%**

RISK MANAGEMENT PERSONNEL

	FY 2024 Budget	FY 2025 Budget	FY 2026 Proposed Budget
FT	**Number**	**Number**	**Number**
Safety & Training Program Coordinator	1	- *	-
Safety Specialist	-	1 *	1
Total	**1**	**1**	**1**

* Mid-year transfer

HEALTH INSURANCE

Health Insurance Fund

The Health Insurance Fund accumulates resources for health insurance changes and self-insurance.

HEALTH INSURANCE

	FY 2023 Actual	FY 2024 Actual	FY 2025 Adopted Budget	FY 2026 Proposed Budget
Revenues				
Investment Income	$ 154,236	$ 300,525	$ 100,000	$ -
Non Revenue Transfer	-	528,210	-	540,000
Revenues Total	**$ 154,236**	**$ 828,735**	**$ 100,000**	**$ 540,000**
Expenditures				
Benefits	$ -	$ -	$ 160,000	$ -
Current Operating Expense	5,242	4,830	-	-
Expenditures Total	**$ 5,242**	**$ 4,830**	**$ 160,000**	**$ -**
Excess/(Deficiency)	**$ 148,994**	**$ 823,905**	**$ (60,000)**	**$ 540,000**
Additional Resources *				
Fund Balance-Estimated	$ -	$ -	$ -	$ 6,988,000
Reserve for Self Insurance	-	-	-	(4,688,000)
Reserve for Health Insurance	-	-	-	(2,840,000)
Total Additional Resources	**$ -**	**$ -**	**$ -**	**$ (540,000)**
Net Excess/(Deficiency)	**$ 148,994**	**$ 823,905**	**$ (60,000)**	**$ -**

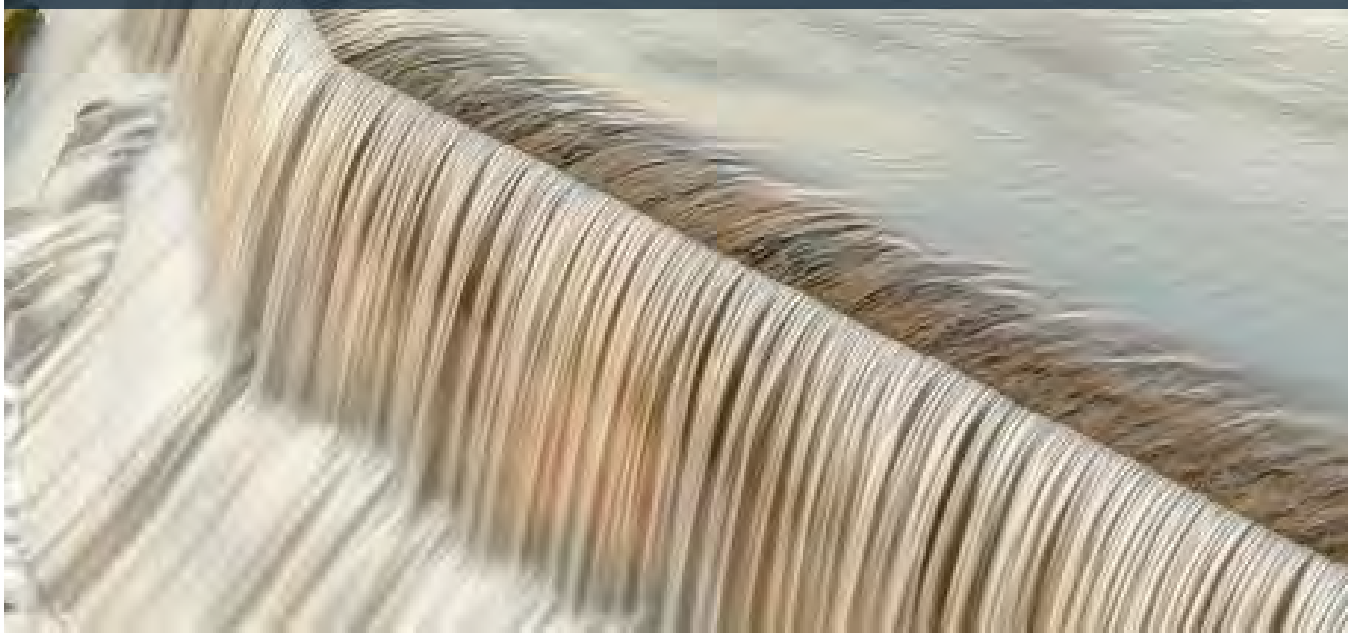
* FY 2026 is the first year the City is presenting the Additional Resources section which includes estimated beginning fund balance and reserve balances.

2025/2026 PROPOSED HEALTH INSURANCE DEPARTMENT BUDGET

	FY 2025 Adopted Budget		FY 2026 Proposed Budget			
Division	**Expenditure**	**Revenue**	**Expenditure**	**Revenue**	**$ Change Expenditure**	**% Change Expenditure**
Internal Services Budgets						
Health Insurance	$ 160,000	$ 100,000	$ -	$ 540,000	$ (160,000)	-100.00%
Total	**$ 160,000**	**$ 100,000**	**$ -**	**$ 540,000**	**$ (160,000)**	**-100.00%**



GLOSSARY



GLOSSARY

OF BUDGETING AND FINANCE TERMS BY IDAHO ASSOCIATION OF CITIES

1 PERCENT INITIATIVE (TAX) – A property tax limitation initiative brought to a statewide vote in 1978, 1992 and 1996. Idaho voters approved the original initiative in 1978, but defeated the others. The initiative aimed to restrict aggregate property taxes to no more than 1 percent of taxable market value for a particular property. The 1978 initiative was drastically amended by the Idaho Legislature and never fully went into effect, however, lawmakers did impose strict property tax limits on local governments including a 5 percent cap on property tax budget increases, which was in place from 1980 to 1991.

3-LEGGED STOOL (TAX) – Shorthand commonly used to describe Idaho's state and local government tax structure, which has fairly equal reliance on three major revenue sources: sales, income and property taxes.

3 PERCENT CAP (TAX) – Idaho's prior property tax cap was replaced by the current 8 Percent Cap in 2021. The law that limits increases in local government property tax levies to 3 percent over the highest levy of the preceding three years, plus growth factors for new construction and annexation. The 3 Percent Cap does not restrict voter approved bonds or levies. The law was passed by the 1995 Idaho Legislature.

ACCRUAL (FINANCE) – A method of accounting that recognizes the financial effect of transactions, events and interfund activities when they occur, regardless of the timing of related cash flows.

AD VALOREM (TAX) – Formal term for property tax; literally, "according to value." It is a tax on the value of real property (land, buildings and any fixtures attached to buildings) and personal property (equipment, furniture, etc., not attached to real property).

CUSTODIAL FUNDS (FINANCE) – One of four types of fiduciary funds. Custodial funds are used to report resources held by the reporting government in a purely custodial capacity (assets equal liabilities). Custodial funds typically involve only the receipt, temporary investment, and remittance of fiduciary resources to individuals, private organizations, or other governments.

AGRICULTURAL EXEMPTION (TAX) – Also known as the "speculative value exemption." The exemption provides that the value of agricultural land for development is exempt for purposes of determining its taxable market value. The policy rationale for the exemption is that it encourages preservation of agricultural land.

ANNUAL COMPREHENSIVE FINANCIAL REPORT (ACFR) (FINANCE) – The ACFR is the City's annual financial statement to its citizens outlining the financial health of the City. The report includes results of the completed fiscal year operations and the status of all city funds and account groups. It also includes a disclosure of the City's compliance with generally accepted accounting principles and governmental accounting and financial reporting standards as promulgated by the Governmental Accounting Standards Board.

ANNEXATION (TAX) – Cities are allowed to increase the property tax portion of their budgets up to 3 percent over the highest levy of the prior three years, plus growth factors for annexation and new construction. The amount of the levy for annexation is determined by applying the prior year's nonexempt levy rate to the value of properties annexed to the City during the previous calendar year. The values are obtained from the county assessor and the Idaho Tax Commission (for operating property).

APPROPRIATION ORDINANCE (FINANCE) – The appropriation ordinance is approved by the City council and provides the legal authority for expenditure of City funds up to the specified amount for each fund or department during the upcoming fiscal year.

ASSESSED MARKET VALUE (TAX) – In Idaho, property is assessed at full market value using comparable sales or construction cost data. Every parcel within the county is reassessed on a scheduled basis, usually every five years. Assessed market value is the full market value determined by the county assessor (or the Idaho Tax Commission, in the case of operating property). Taxable market value is the assessed market value less any applicable exemptions, such as the homeowner's, agricultural or personal property exemption.

ASSESSMENT (TAX) – In Idaho, property is assessed at full market value using comparable sales or construction cost data. Every parcel within the county is reassessed on a scheduled basis, usually every five years. In years when a property is not reassessed its value is adjusted according to a formula to reflect current market conditions.

ASSESSMENT RATIO (TAX) – Some states have assessment ratios, whereby properties are assessed at a certain percentage of market value. Since 1982, Idaho properties have been assessed at 100 percent of their current market value.

ASSESSOR, COUNTY (GOVERNMENT) – The county official charged with assessment of all real and personal property in the county (except operating property), which forms the basis for property tax levies by local governments.

ASSETS (FINANCE) – Property that has monetary value.

AUDIT (FINANCE) – An examination of an entity's accounting system, review of its authority to carry out activities, the presence of adequate controls against fraud and misuse of public funds, and "to attest to the fairness of management's assertion in the financial statements or to evaluate whether management has efficiently and effectively carried out its responsibilities."

BALANCED BUDGET (FINANCE) – All governmental entities in Idaho are required to adopt a balanced budget. They succeed when budgeted expenditures and revenues match. The term is often misunderstood, because it doesn't necessarily require that the books balance at $0 when the fiscal year ends. It simply means that the state or local government cannot plan to run a deficit during the fiscal year. Options such as holdbacks, spending reserves and borrowing exist to prevent governments from going in the red.

BALANCED TAX STRUCTURE (TAX) – Idaho has one of the nation's most "balanced" tax structures, which means it has thoroughly hedged its bets, spreading the tax load primarily between income, property, and sales taxes. In good times, the elasticity of income and sales taxes allow for budget expansion; in bad times, property tax revenues provide some stability. States that lack one or more of these basic types of taxes (such as Oregon, which does not have a sales tax, or Washington, which does not have an income tax) are said to have unbalanced tax structures. See 3-legged stool.

BASE BUDGET (FINANCE) – The expenditure and revenue base budget reflects ongoing costs and revenues for services that are reasonably anticipated to be provided in the future. One-time costs and revenues do not generally become part of the base budget. New ongoing commitments (such as additional new personnel or new facilities to maintain) and new ongoing funding sources become part of the base and therefore their impact on future budgets must be considered.

BASIS OF ACCOUNTING (FINANCE) – The timing of recognition, that is, when the effects of transactions or events should be recognized for financial reporting purposes. For example, the effects of transactions or events can be recognized on an accrual basis (when the transactions or events take place) or on a cash basis (when cash is received or paid).

BIENNIAL BUDGETING (FINANCE) – Some cities, notably Boise, utilize two-year (biennial) budgets. The process avoids the need for extensive budget preparation every year and improves productivity. Idaho statute requires cities to adopt annual budgets — therefore, every year the City must go through the process of approving the tentative budget, advertising and holding the budget hearing and adopting the appropriations ordinance. However, additional budget development work is largely eliminated for the second year of a biennial budget.

BOND (FINANCE) – A written promise, generally under seal, to pay a specified sum of money, called the par value or principal, at a specified date or dates in the future together with periodic interest at a specified rate. There are two major types of bonds. General obligation bonds commit the full faith and credit of the entity to repay the bonds. Given this level of commitment, interest rates are relatively low and are tax exempt for public purposes. Revenue bonds are paid off with revenue generated by the facility financed by the bonds (as in the case of an airport, water, or sewer project). Both types of borrowing are addressed in Article VIII, Section 3 of the Idaho Constitution. General obligation bonds require two-thirds

voter approval and typically are redeemed out of a special property tax levy dedicated for that purpose. Revenue bonds for water, sewer and electrical facilities require simple majority voter approval. Revenue bonds to finance airport facilities do not require voter approval. Once bonds are approved, some entities issue bond anticipation notes to begin the up-front cash flow for the project — the notes are repaid when the bonds are sold. Cities, counties and some special districts can also issue local improvement district bonds, which do not require an election.

BOND COUNSEL (FINANCE) – These advisers to local governments issuing bonds examine the legal authority of the entity to issue the obligation, the validity of the obligation, source of funds, and whether interest is tax-exempt for the bondholder. Potential bondholders rely heavily on the bond counsel opinion.

BOND RATING (FINANCE) – The rating established by a rating company (such as Fitch, Moody's or Standard & Poor's) that assesses a city's financial stability, resources and capacity to repay the issued debt by evaluating the organization's administrative management, financial management, debt load and local economy.

BUDGET (FINANCE) – Idaho Code provides a budget adoption process that all cities must follow each year. The council approves a tentative budget, which sets a ceiling on aggregate expenditures and the City's property tax levy. Following a public hearing, the City approves the appropriation ordinance for the upcoming fiscal year, which provides the legal authority for the expenditure of city funds up to the specified amount for each fund or department.

BUDGET CYCLE (FINANCE) – Related to, but not the same as, the fiscal year. A budget cycle refers to the planning, proposal, public hearing and adoption schedule public entities use in developing their budgets.

BUDGET HEARING (FINANCE) – The council must hold a public hearing on the budget and legal notice must be published twice in the official city newspaper at least seven days apart. The hearing must occur prior to the City's certification of its property tax levy to the county commissioners, which must happen by the Thursday preceding the second Monday in September. The notice of public hearing must include: the date, time, and place of the budget hearing, the proposed expenditures and revenues by fund or department for the upcoming fiscal year, the budgeted revenues and expenditures for the current fiscal year, and actual revenues and expenditures from the prior fiscal year; and the estimated property tax and non-property tax revenues for the upcoming fiscal year. At the hearing, any interested person may testify concerning the proposed budget.

BUDGET TRANSFER (FINANCE) – Transfers take place when a governmental entity moves money from one fund (spending category) to another. Unlike private businesses, most governments operate with many different types of funds that can be used only in specific ways. Cities are prohibited from transferring revenues from certain dedicated funds, e.g. bond redemption, capital improvement or street funds, where revenues are restricted to specified purposes.

CAPITAL BUDGET (FINANCE) – The plan for future construction, repair, rehabilitation, renovation or purchase of capital facilities. The capital budget is based on a capital improvement plan, which is a multiyear (typically 5-year) plan for capital projects. Because capital projects often extend beyond the fiscal year, the City either appropriates the entire project cost in the initial fiscal year or identifies annual phases, which may be approved in future years if funding is available.

CAPITAL EXPENDITURES (FINANCE) – Purchases of facilities and equipment with a life cycle of more than 1 year, which cost more than a specified dollar amount.

CAPITAL IMPROVEMENT PLAN (CIP) (FINANCE, GOVERNMENT) – A long-term plan for construction, repair, rehabilitation, renovation or purchase of capital assets having a useful life of more than 5 years. These activities may be planned for years ahead because of their cost and the need to juggle debt. Capital improvement plans identify the necessary improvements over a 5-year period; the timing of construction, repair or purchase; and the revenue sources to support the plan. CIPs assist local government officials in making basic decisions about the rate and direction of growth in their communities.

CASH FLOW (FINANCE) – A way to look at how revenues are received and the coordination required to deal with revenues that ebb and flow during different times of the fiscal year. For example, cities begin their fiscal year on the first day of October, but the vast majority of property tax revenue is received in January and July. Governments deal with this by carrying over revenues from the previous fiscal year or using tax anticipation notes, registered warrants, or some other short-term borrowing.

CENTRALLY-ASSESSED PROPERTY (TAX) – Most property is assessed by county assessors, but property of utilities and railroads is "centrally-assessed" by the Idaho Tax Commission.

CERTIFICATION OF PROPERTY TAX LEVY (TAX) – The council is required to certify the property tax levy (in dollars) to the county commissioners no later than the Thursday prior to the second Monday in September (unless granted an extension by the county commissioners, not to exceed seven working days). The certification must include taxes levied for payment of bonds and any special levies.

CIRCUIT BREAKER (TAX) – Also known as the Property Tax Reduction Program, this reduces property taxes on primary residences for homeowners who are low income, elderly, disabled, children, widow(ers), and the blind. The amount of relief is tied to income and applicants must make an annual application. Local governments are reimbursed through a state appropriation for lost revenues.

COLA (COST OF LIVING ALLOWANCE) (ACRONYM, FINANCE) – In governmental budgeting this usually refers to increases in employee pay and benefits to reflect the rising cost of living.

COMMUNITY DEVELOPMENT BLOCK GRANT (FINANCE) – A federal grant program under the U.S. Dept. of Housing & Urban Development, which provides funding for infrastructure and public facilities, rehabilitation of blighted urban areas, economic development and job creation, and other activities that benefit low to moderate income people. Principal cities of metropolitan statistical areas and other cities with populations of at least 50,000 receive "entitlement" funds allocated according to a formula that takes into account the local poverty level, population, housing overcrowding, age of housing and population growth compared to other metropolitan areas. Smaller cities are able to apply for grant funds on a competitive basis.

COMPREHENSIVE PLAN (PLANNING) – A long term planning document used to guide the growth and development of a community. The plan is the result of public input, study and analysis of existing physical, economic, environmental and social conditions and a projection of expected future conditions. Idaho's Local Land Use Planning Act spells out specific elements that must be addressed in the comprehensive plan, including property rights, population, schools, economic development, land use, natural resources, hazardous areas, infrastructure and public services, transportation, recreation, housing, community design, implementation, etc. The plan serves as a guide for making land use changes, preparing implementing ordinances (including zoning and subdivision ordinances), and developing a capital improvement plan.

DEBT (FINANCE) – There are various types of indebtedness, short and long-term. The state and local governments are legally prohibited from deficit spending. They must adopt a balanced budget. Certain types of indebtedness are permitted, including voter-approved general obligation bonds repaid with a special property tax levy, and revenue bonds that are repaid through revenues generated by the new public facility.

DEBT SERVICE (FINANCE) – The annual payments required to support debt issues including interest and principal payments.

DEBT SERVICE FUND (FINANCE) – Governmental fund type used to account for the accumulation of resources for, and the payment of, long-term debt principal and interest.

DEDICATED FUND (FINANCE) – Dedicated funds are established to ensure that revenues are used for specific purposes, usually defined by state law or local policy.

DEFICIT (FINANCE) – In public finance, when spending exceeds revenues.

DELINQUENCY (TAX) – There is a statutory procedure for the handling of property tax delinquencies. Taxpayers have three years to pay off their property tax bill plus interest before the property is taken by the county in a tax deed. Local governments have varied policies on dealing with delinquent utility bills, such as termination of services, penalties, and interest.

EFFECTIVE TAX RATE (TAX) – The tax base of each property taxpayer is the taxable value after exemptions are applied. The effective tax rate is the actual tax divided by the tax base.

ELASTICITY (TAX) – The sensitivity of tax collections to changes in income and the economy. An "elastic" tax grows and shrinks in relation to economic growth and decline. The sales tax is an elastic tax. An "inelastic" tax is stable and does not fluctuate with the economy. Property taxes are relatively inelastic.

ENCUMBRANCE (FINANCE) – Involves a commitment to spend, such as a purchase order or a contract. An encumbrance reserves part of the current year's budgeted amount and is released when the amount reserved is paid, which sometimes occurs in the next fiscal year.

ENTERPRISE FUNDS (FINANCE) – Public services that are self-supporting through user fees, most commonly water, sewer, and sanitation services.

EQUALIZATION (TAX) – County commissioners meet as boards of equalization to equalize assessments and act on appeals and claims for property tax exemptions. Once the equalization process is complete, the rolls are transmitted to the county auditor who prepares an abstract of all real and personal property to be submitted to the Idaho Tax Commission, which further reviews and equalizes all values.

EXEMPTION (TAX) – Property tax exemptions include the homeowner's exemption, speculative value of agricultural land, business inventory, livestock, business personal property, certain intangibles, and household goods. The circuit breaker is not an exemption because the state replaces lost revenues to local governments. There are also sales and income tax exemptions.

EXPENDITURE (FINANCE) – The spending of public funds by a city official, authorized by the appropriations ordinance.

EXPENDITURE FORECAST (FINANCE) – A prediction by a government budgeting official of how much the agency is expected to spend over a period of time.

FEE (FINANCE) – A payment charged by a local government for a service provided to a specific consumer. Fees constitute a growing portion of state and local budgets. The most commonly charged fees are for water and sewer service, recreation, building permits, dog licenses, etc. A public notice and hearing are required if new fees are established or existing fees are increased more than 5 percent. It is important to understand the distinction between a fee (which must be directly related to the cost of providing a specific service) versus a tax (a forced contribution for government services provided to the population at large). Taxes imposed by local governments must be specifically authorized by state law.

FIDUCIARY FUNDS (FINANCE) – Funds used to report assets held in a trustee or agency capacity for others and which cannot be used to support the government's own programs. The fiduciary fund category includes pension (and other employee benefit) trust funds, investment trust funds, private-purpose trust funds, and agency funds.

FISCAL YEAR (FINANCE) – The fiscal year for cities runs October 1 through September 30, which is the same for Idaho counties and the federal government. The state fiscal year runs July 1 through June 30. The fiscal year for cities and counties was changed in 1977 — prior to that time, cities and counties budgeted by the calendar year.

FORGONE REVENUE (TAX) – When a city levies less than the maximum amount of property taxes as allowed under the 3 Percent Cap, the forgone revenue accumulates and can be included in the tax levy in subsequent years. In order for the forgone revenue to accumulate, the City council must pass a resolution each year identifying what amount of the available forgone for that tax year the City wishes to accrue. The procedure for levying for forgone revenue includes council adoption of a resolution indicating intent to levy for forgone revenue, the amount of forgone revenue to be levied, and the purpose for which the forgone revenue will be used. The City then publishes notice and holds a public hearing, which can be done in conjunction with the annual budget publication and hearing.

FRANCHISE FEES (UTILITY) – Utilities are charged a fee as part of being granted a franchise for use of the public right-of-way. Examples of services with franchise agreements include electricity, natural gas, cable television, etc.

FULL-TIME EQUIVALENTS (FTE) (FINANCE) – Personnel resources are budgeted by position, which may be full-time or part-time. Positions are identified by their equivalence to a full-time position.

FUND (FINANCE) – An independent fiscal and accounting entity with a self-balancing set of accounts recording cash and/or other resources together with all related liabilities, obligations, reserves and equities that are segregated for the purpose of carrying on specific activities or attaining certain objectives.

FUND BALANCE (FINANCE) – Funds remaining at the end of the fiscal year that are carried over into the new fiscal year.

FUND CLASSIFICATIONS (FINANCE) – The three categories used to classify various types of funds: governmental, proprietary, and fiduciary.

FUND TYPE (FINANCE) – One of 11 classifications into which all individual funds can be categorized. Governmental fund types include the general fund, special revenue funds, debt service funds, capital projects funds, and permanent funds. Proprietary fund types include enterprise funds and internal service funds. Fiduciary fund types include pension (and other employee benefit) trust funds, investment trust funds, private-purpose trust funds, and custodial funds.

GENERAL FUND (FINANCE) – This fund includes revenues that may be spent on a wide variety of governmental purposes, typically including administration, law enforcement, fire protection, planning and zoning, building, code enforcement, parks, etc. The Government Finance Officers Association definition: "The fund used to account for all financial resources, except those required to be accounted for in another fund."

GENERAL OBLIGATION BOND (FINANCE) – These bonds commit the full faith and credit of the government entity and are repaid by a special property tax levy. General obligation bonds must receive two-thirds supermajority voter approval and are used for major public facilities such as schools, city halls, jails and libraries.

GENERAL REVENUE SHARING (FINANCE) – One of the most popular federal programs among local officials, general revenue sharing was established in 1972. Few strings were attached to these federal moneys, which could be used for almost any lawful purpose. Some local governments used the money almost exclusively for capital outlay, while others relied heavily on the revenue for operating expenses. When the program ended in September 1986, local governments faced the difficult choice of increasing taxes or cutting programs. The Idaho Legislature responded in 1987 by providing additional state sales tax revenue sharing to cities and counties.

HARDSHIP EXEMPTION (TAX) – County commissioners acting as a board of equalization may exempt a petitioner from property tax if a taxpayer can make the case that paying the tax would cause an undue hardship. Each applicant must apply on or before June 20 annually. The taxpayer also has to document their financial condition.

HIGHWAY DISTRIBUTION ACCOUNT (FINANCE) –The Highway Distribution Account receives revenue from vehicle registration fees, state fuel taxes and various transportation-related fees. The revenue is allocated to the Idaho Transportation Department, Idaho State Police and local highway jurisdictions. Constitutional and statutory provisions require these revenues be used for construction, maintenance and repair of streets and bridges.

HOLD HARMLESS (LEGAL) – Proposals for reallocating state shared revenues typically include a hold harmless provision intended to ensure that no governmental entity receives less than they receive under the current formula, assuming there is no sharp reduction in total revenues or in the total distribution.

HOMEOWNER'S EXEMPTION (TAX) –The homeowner's property tax exemption was originally passed by voter initiative in 1982. The exemption covers owner-occupied primary residences with up to one acre of land, exempting 50 percent of the value or $125,000, whichever is less.

ICRMP (IDAHO COUNTIES RISK MANAGEMENT PROGRAM) (ACRONYM) – ICRMP provides property and casualty insurance to over 600 cities, counties, special districts and other local government entities throughout Idaho. Started by the Idaho Association of Counties in 1985, it is now an independent public entity operated by a board of directors comprised of local government officials.

IMPACT FEE (FINANCE) – Proportionate sharing of the impact of new development on offsite improvements (streets, parks, police and fire stations, etc.). Impact fees are authorized under the Idaho Development Impact Fee Act. Cities, counties, and countywide highway districts may utilize the authority, but not school districts. The adoption of impact fees requires an extensive capital improvement planning process to identify necessary projects eligible for impact fee funding.

INCENTIVE REALLOCATION (FINANCE) – A key budget policy for encouraging efficiency in city departments. At year-end, a part of department savings is returned to the department for discretionary use. The uses are generally for productivity tools and other improvements.

INFLATIONARY INCREASE (GOVERNMENT) – In governmental budgeting, this refers to a built-in increase in budget levels to account for rising costs and prices.

INFRASTRUCTURE (GOVERNMENT) – The term has many dimensions, typically referring to the physical structures necessary to sustain a population base, such as bridges, roads, water and sewer, city halls and police and fire stations. The technical definition reads as follows: "Long-lived capital assets that normally are stationary in nature and normally can be preserved for a significantly greater number of years than most capital assets."

INVENTORY REPLACEMENT (TAX) – Refers to the property tax on business inventories, which was repealed when the state sales tax was instituted in the mid-1960s. The business inventory replacement program allocates a portion of state sales tax revenue to most nonschool taxing districts to reimburse them for the loss of these property tax revenues.

JUDICIAL CONFIRMATION (FINANCE) – Local governments in Idaho cannot incur debt beyond the fiscal year without a vote of the people, except for "ordinary and necessary expenses." Idaho statute allows government entities to seek prior approval from a judge confirming that a proposed expenditure is an ordinary and necessary expense.

LEVY (TAX) – A property tax, expressed as a rate or percent of value of the property.

LEVY LIMIT (TAX) – Restriction on the tax rate for particular funds authorized to levy property taxes. For example, the maximum levy rate to support city cemeteries is 0.0004. Levy limits work alongside, but independently of, the 3 Percent Cap on property tax revenues.

LIABILITIES (FINANCE) – Debt or other legal obligation arising out of transactions in the past, which must be liquidated, renewed or refunded at some future date. The term does not include encumbrances.

LID (LOCAL IMPROVEMENT DISTRICT) (ACRONYM, GOVERNMENT) – Areas in a city or county set up for financing of improvements that typically benefit property owners in a specific area (often for streets, curb and gutter, sidewalks, etc.). LIDs are created upon initiation of a petition from property owners or by resolution of the governing board. Local improvement districts levy assessments on property owners within the district in relation to the benefits derived from the improvements. LIDs may issue bonds and there is no requirement for a popular vote. Detailed procedures are set out in Idaho Code Title 50, Chapter 17 for operation of these districts.

LINE-ITEM BUDGETING (FINANCE) – Traditional, widely used budget format emphasizing budget control. The focus is on specific spending items that are included in a long laundry list. This format is mostly used in smaller jurisdictions. Larger entities frequently utilize more of a performance or program budgeting format. The line-item format works well for discussions of budgetary control, but not for resolving the broader questions of program priorities or effectiveness.

LINE-ITEM (FINANCE) – An individual expenditure within the budget.

LOCAL GOVERNMENT INVESTMENT POOL (FINANCE) – This program is administered by the State Treasurer's office. Local entities may invest by passing a resolution. By pooling their money local governments get the advantage of volume and more professional investment expertise. Money in this pool can be invested only in specified types of financial "paper." Money can be fairly easily withdrawn.

MAJOR FUND (FINANCE) – A governmental fund or enterprise fund reported as a separate column in the basic fund financial statements. The general fund is always a major fund. Otherwise, major funds are funds whose revenues, expenditures/expenses, assets or liabilities (excluding extraordinary items) are at least 10 percent of the corresponding total for all governmental or enterprise funds and at least 5 percent of the aggregate amount for all governmental and enterprise funds for the same item. Any other governmental or enterprise fund may be reported as a major fund if the government's officials believe that fund is particularly important to financial statement users.

MINIMUM WAGE (PERSONNEL) – Idaho law provides that the state conforms to the federal minimum wage, which is $7.25 per hour effective July 24, 2009. There are exceptions and special conditions.

MODIFIED ACCRUAL (FINANCE) – Basis of accounting according to which (a) revenues are recognized in the accounting period in which they become available and measurable and (b) expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable, except for unmatured interest on general long-term debt and certain similar accrued obligations, which should be recognized when due.

NET GENERAL OBLIGATION DEBT (FINANCE) – General obligation debt reduced by amounts being paid with other than general resources (e.g., general obligation debt associated with proprietary funds and special assessment debt) as well as amounts available in sinking funds for debt repayment.

NEW CONSTRUCTION (FINANCE) – Cities are allowed to increase the property tax portion of their budgets up to 3 percent over the highest amount of the prior three years, plus growth factors for annexation and new construction. The values for new construction are determined by the county assessor, who is required to prepare a new construction roll. The values for new construction are certified by the county by the first Monday in June and are finalized the first Monday in August. The levy for new construction is determined by applying the prior year's nonexempt levy rate to the value of new construction in the City.

OBJECT OF EXPENDITURE (FINANCE) – Expenditure classifications within each organizational unit (department). Objects of expenditure are used to classify the numerous line items in the budget and include: salaries and wages, fringe benefits, professional services, travel and transportation, utilities, office supplies, industrial supplies, buildings and improvements, and furnishings and equipment.

OCCUPANCY TAX (TAX) – Taxes assessed for new properties, which are prorated for the portion of the year that the property is occupied. Because the tax is prorated it is less than the full fair market value of the property.

ONE-TIME MONEY (FINANCE) – Revenues that are the result of an unusual or singular occurrence and are not expected to recur in future years. Prudent budgeting dictates that such revenues be spent on one-time costs, such as purchase of equipment or new building construction, rather than ongoing programs or costs, such as salaries for permanent employees, which would need funding in future years.

OPERATING BUDGET (FINANCE) – The operating budget finances the day-to-day, current operations of government over the fiscal year. This is in contrast to the capital budget, which funds long-term projects on a multi-year basis.

OPERATING PROPERTY (TAX) – Most property is assessed by county assessors, but operating property owned by businesses such as utilities and railroads is centrally assessed by the Idaho Tax Commission. The money collected is then passed out in the counties where the centrally assessed property is located. Some of Idaho's strange county boundaries (such as the mostly unpopulated southeast dogleg of Blaine County) can be attributed to the attempt to be sure railroad properties were included within as many counties as possible.

ORDINARY AND NECESSARY EXPENSE (FINANCE) – Article VIII, Section 3 of the Idaho Constitution requires voter approval of multi-year debt or liabilities with the exception of "ordinary and necessary

expenses authorized by the general laws of the state." Ordinary and necessary expenses may go through the process of judicial confirmation to ensure they meet the necessary criteria.

ORGANIZATIONAL UNIT (FINANCE) – For budgeting purposes, each major department in the government is classified as an organizational unit. Organizational units for cities would include: administration, police, fire, water, sewer, etc.

OVERLAPPING DEBT (FINANCE) – Proportionate share that property within a government must bear of the debts of other local governments located wholly or in part within the geographic boundaries of the reporting government. Except for special assessment debt, the amount of debt of each unit applicable to the reporting unit is arrived at by (1) determining what percentage of the total assessed value of the overlapping jurisdiction lies within the limits of the reporting unit, and (2) applying this percentage to the total debt of the overlapping jurisdiction. Special assesment debt is allocated on the basis of the ratio of assessments receivable in each jurisdiction, which will be used wholly or in part to pay off the debt, to total assessments receivable, which will be used wholly or in part for this purpose.

OWN SOURCE REVENUE (FINANCE) – Term often used in U.S. Census Reports to compare locally raised revenue with state or federal aid. Own source revenue includes local taxes, fees, service charges, etc.

PERFORMANCE BUDGETING (FINANCE) – A budgeting format that focuses on efficiency. Performance measurements (such as dollar amount per lane-mile of road paved) are used as the basis for budgeting and comparing efficiency in service delivery with other jurisdictions. The criticism of this format is that efficiency is emphasized almost to the exclusion of effectiveness considerations. Decision makers understand how many miles of roads are being paved, but this format does not encourage discussion of effectiveness: which roads should be paved or should paving roads have priority over other services?

PERFORMANCE MEASURES (GOVERNMENT) – Specific, quantitative measures of work performed within a service unit or department, or results obtained through a program or activity. Performance measures include: output (activity or work units completed — i.e. number of lane-miles of streets swept); efficiency (rates of output to resources used—i.e. number of utility bills processed per hour); and outcomes and effectiveness (impact on customers—i.e. citizen ratings of city services).

PERSI (PUBLIC EMPLOYEE RETIREMENT SYSTEM OF IDAHO) (ACRONYM, PERSONNEL) – PERSI handles the massive retirement fund for employees of the state and many local governments, including all school districts. Its governing board, which meets monthly and oversees investment of the fund, is appointed by the governor.

PERSONAL PROPERTY (TAX) – For tax purposes, this term has a broad meaning which includes everything that is "not fastened to the earth, or screwed, bolted or welded to the wall or floor," according to the Idaho Association of Counties County Handbook. It also includes buildings on public lands.

PROGRAM BUDGETING (FINANCE) – A method of budgeting that treats the budget as a planning document, giving a clearer overview of the overall purposes to which the money will be put than the more control-oriented line-item format. By allocating funds on a program basis, elected officials can compare and prioritize programs.

PROGRESSIVE TAX (TAX) – A tax whose burden increases as the taxpayer's income increases, based on an ability to pay principle. Under it, in theory, higher income taxpayers pay more; lower incomes pay less. The model for this tax is the progressive income tax.

PROPERTY TAXES (TAX) – Also referred to as ad valorem ("according to value") taxes, property taxes comprise the most important general fund revenue source for local governments. Property taxes are levied on real and personal property. Increases in the property tax portion of a city's budget are limited to 3 percent over the highest amount of the prior three years, plus growth factors for new construction and annexation.

REAL PROPERTY (TAX) – Idaho law establishes three classifications of property: real, personal and operating. For taxation purposes, real property is defined by Idaho Code as "land, and all standing timber thereon... and all buildings, structures and improvements, or other fixtures of whatsoever kind on land..."

REAPPROPRIATION (FINANCE) – The inclusion of a balance from the prior year's budget as part of the budget of the subsequent fiscal year. Reappropriation is common for encumbrances outstanding at the end of a fiscal year that a government intends to honor in the subsequent fiscal year.

REGRESSIVE TAX (TAX) – A tax that requires poor people to pay a higher proportion of their income than wealthier people. An unintended consequence of a regressive tax is that it can deny access to certain public services and programs for those who cannot afford to pay.

RESERVE (FINANCE) – An account used to indicate that a portion of fund equity is legally restricted for a specific purpose or not available for appropriation and subsequent spending.

RESERVE FOR CONTINGENCIES (FINANCE) – A budgetary reserve set aside for emergencies or other unforeseen expenditures.

RESORT CITIES TAX (TAX) – Resort cities with less than 10,000 population can adopt local option retail sales, alcohol by the drink and lodging taxes, provided they obtain 60 percent voter approval. To qualify the City must derive "the major portion of its economic well-being from businesses catering to recreational needs and meeting needs of people traveling to that destination city for an extended period of time."

REVENUE (FINANCE) – Funds received by the City as income, including tax payments, interest earnings, grants, and state sales tax revenue sharing.

RAN (REVENUE ANTICIPATION NOTES) (ACRONYM, FINANCE) – RANs are cash flow borrowings in the national municipal credit markets to allow the City to obtain funds to meet current obligations in advance of receipt of revenues. Idaho Code and federal arbitrage rules constrain the amount and timing of such borrowing.

REVENUE BOND (FINANCE) –Typically issued to fund improvements for local government enterprise operations including water, sewer, and airports. Unlike general obligation bonds, most do not require two-thirds voter approval, however, their interest rates are higher because the full faith and credit and taxing power of the governmental entity is not committed to repay the debt. Revenue bonds are paid off from the revenue generated by the new facility. Interest on revenue bonds used for public purposes is usually tax exempt.

REVENUE ESTIMATE (FINANCE) – Revenue estimation is critical in the budgeting process. Decision makers have to agree on revenue projections before they can proceed to put a budget together matching revenue to anticipated expenditures. All units of local government in Idaho are required to approve balanced budgets.

REVENUE NEUTRAL (FINANCE) – An action that will have no net effect on the amount of money received.

REVENUE SHARING (FINANCE) – Revenue sharing in Idaho can mean several different things. For some, it is a general term that includes all of the state shared revenues allocated to local governments, including: Highway Distribution Account, business inventory replacement revenues, local government revenue sharing, State Liquor Account, etc. To others it specifically refers to the City-County Revenue Sharing Program created in 1984, where a portion of state sales tax revenue is allocated to local governments on a formula basis. Half goes to the counties on a per capita basis, though there is a floor of $30,000 for each county. Half is allocated to the cities on the basis of taxable market value and population.

SALES TAX (TAX) – The sales tax was adopted by the Idaho Legislature in 1965 and affirmed by the voters in a statewide referendum in 1966. Initially it was 3 percent, but then it was increased "permanently" twice in the 1980s: to 4 percent in 1984 and then 5 percent in 1987. The last increase to 6 percent went into effect in October 2006. Sales tax revenues comprise a significant source of revenue for the state general fund. All but five states impose a sales tax; two of these five states border Idaho—Oregon and Montana.

SERVICE CHARGE (FINANCE) – Typically refers to a charge for water, sewer, sanitation and other enterprise operations of local governments. They are called charges or fees (instead of taxes) because the charges must have a reasonable relationship to the cost of providing the services. Taxes are typically imposed for general revenue raising purposes. Charges are levied to maintain operations on a self-supporting basis. Service charges for enterprise funds are often a major source of revenue to a municipality's total budget.

SHORT-TERM BORROWING (FINANCE) – Occurs when a governmental entity borrows money either internally or externally for cash flow purposes and pays the money back within the same fiscal year. Examples include tax anticipation notes and registered warrants.

SPECIAL ASSESSMENT (TAX) – Charge imposed on a parcel of property for the payment of a service or project that has direct benefit to the property being assessed. (See also local improvement district).

STATE LIQUOR ACCOUNT (FINANCE) – Created in 1982, the state liquor account pays the bills of the state Liquor Division and then apportions the remaining revenue among the state, cities and counties. The cities' portion is distributed on the basis of each city's share of statewide liquor sales. Those cities that do not have a liquor store or distribution station receive funds on a per capita basis. There is a hold harmless provision that guarantees cities will receive the base established in Fiscal Year 1981.

SUBSEQUENT ROLL (TAX) – Transient personal property in the county from the fourth Monday of June to the fourth Monday of November, "missed" personal properties are included in this tax roll. Estimates of this roll are included in the calculation of property tax levies based upon the dollar amount certified by each taxing entity.

SURPLUS (FINANCE) – A surplus exists when there is an excess of funds at the end of a fiscal year.

TAN (TAX ANTICIPATION NOTE) (ACRONYM, FINANCE) – A promissory note of a governmental entity in anticipation of taxes to be collected by that entity, usually within the same fiscal year. These are commonly used during times of the year when expenses exceed available revenues.

TAX BASE (TAX) – The taxable value of a property after all exemptions and other adjustments have been applied. It is referred to as either the taxable value of an individual property or the total taxable value for a government entity.

TAX CODE AREA (TAX, FINANCE) – Organizing device for determining tax liability. All taxpayers pay property taxes to the county and to a school district, but cities and a wide array of special districts (highway, sewer, water, cemetery, etc.), each with their own boundaries, creates considerable complexity. Each variation is a tax code area. There are about 3,300 tax code areas in Idaho.

TAX COLLECTIONS (TAX) – The amount of taxes actually collected. Does not include delinquencies.

TAX INCREMENT FINANCING (TAX) – Also known as revenue allocation. A financing tool typically used as part of an economic development strategy to attract businesses into a blighted or underdeveloped part of a city. To utilize TIF, the City must establish an urban renewal agency and officially designate an area in which public improvements will be made using property tax revenue generated by development within the TIF area.

TAX INDEXING (TAX) – A part of the assessment process: properties not physically assessed are indexed to an updated market value amount.

TAX RATE (TAX) – For property tax purposes the tax rate is determined by dividing the tax base into the dollar amount of the property tax portion of the entity's budget.

TRUTH IN TAXATION (TAX) – Truth in Taxation was substituted for the 5 Percent Cap, which was repealed by the Idaho Legislature in 1992. The Idaho Truth in Taxation law was modeled after the Utah law requiring extensive newspaper advertising of property tax rate increases above a certain threshold level. Truth in Taxation in Idaho was repealed with the imposition of the current 3 Percent Cap in 1995.

UNFUNDED MANDATE (GOVERNMENT) – A requirement imposed by a higher level of government requiring a subordinate unit of government to perform certain functions without providing a funding source to pay for carrying out the requirement. Congress has often imposed requirements on the states without attaching commensurate dollars to pay for implementation. Likewise, the state and federal governments can pass unfunded mandates to local governments like cities.

WARRANT (FINANCE) – A written promise of a governmental entity to pay money, which is similar to a check. These are used by the state of Idaho. Payments issued through the State Controller's office are issued as warrants and many local governments.

WARRANT OF DISTRAINT (TAX) – An order for seizure of property to force payment of a property tax or certain other assessments or fees.

WITHHOLDING TAX (TAX) – Income tax payments withheld by employers and sent to a state or federal tax agency on behalf of employees.

ZERO-BASE BUDGETING (FINANCE) – An approach to budgeting that includes reconsideration of all spending, in every budget cycle. It means, among other things, that each department must justify its existence each year by preparing decision units showing the actual goods and services that need to be funded.


IDAHO FALLS

Memorandum

File #: 25-341 **City Council Meeting**

FROM: Stephen Boorman, Interim General Manager
DATE: Wednesday, August 6, 2025
DEPARTMENT: Idaho Falls Power

Subject
IFP 25-17 (A) Downtown Alley - Phase I (General Construction) - B Jackson

Council Action Desired
☐ Ordinance ☐ Resolution ☐ Public Hearing
☒ Other Action (Approval, Authorization, Ratification, etc.)
Accept and approve the bid from B Jackson Construction (Part A) portion of the downtown alleyway upgrade project for a not-to-exceed amount of $509,754.94 and give authorization to the Mayor and City Clerk to execute the necessary documents (or take other action deemed appropriate).

Description, Background Information & Purpose
Historic downtown Idaho Falls has three remaining alleys with overhead power lines. These lines present unique operational and aesthetic issues. This infrastructure is difficult and costly to upgrade and underground due to limited workspace in downtown alleyways. On April 10, 2025, the City Council approved the Idaho Office of Energy and Mineral Resources (OEMR) Energy Resiliency Grant Subaward agreement for $2,000,000, which reimburses the city for $1,200,000 (65% of the cost for underground powerlines in the alleys between Broadway and A Street, A Street and B Street, and Constitution and D Street). Idaho Falls Power solicited bids from three contractors and B Jackson Construction was the lowest responsive, responsible bidder to provide the general construction part of this project. The total cost includes a 10% contingency of $46,341.58 for a total amount of $509,754.94.

Alignment with City & Department Planning Objectives



☐ ☐ ☐ ☐ ☐ ☐ ☐ ☒

This action supports our readiness to improve and upgrade public infrastructure through grid modernization and energy resiliency, ensuring long-term reliability. This action also supports the reliability element of IFP's Strategic Plan.

Interdepartmental Coordination
The City Legal Department and Idaho Falls Power staff collaborated on this action.

Fiscal Impact

Funds for this project are in the 2024/25 CIP budget.

Legal Review
The City's Legal Department concurs that this action complies with state statute.

Idaho Falls Power

Bid Tabulation

Project: **Downtown Alley - Phase 1 (General Construction)** **IFP 25-17 (A)**

Submitted: Keri West Work Flow Accountant

Deadline: July 29, 2025 @ 1:30pm

		Bidder		Bidder		Bidder	
		Arco Electric		**B Jackson Construction**		**Probst Electric**	
	Date & Time Received:	7/28/2025	11:40am	7/29/2025	11:48am	7/29/2025	12:10pm
	Public Works License (Yes/No):	YES	PWC-C-11698	YES	4875	YES	PWC-C-17019
	Bid Bond included:	YES		YES		N/A	
	Subcontractors named:	YES		N/A		N/A	
	Lump Sum Base Bid Price:	$ 1,884,000.00		$ 391,971.68		$ 832,177.11	
	Unit Price Bid Total:	$ (1,449,100.00)		$ 71,441.90		$ 776,580.80	
	Total Bid Price (Total of all Lump Sum and Unit Price Bids):	$ *434,900.00		$ 463,413.58		$ 1,608,757.91	

*NOTE: The Arco bid for "unit price" removed the excavation. Therefore, their total was only for conduit and equipment installation.

AGREEMENT BETWEEN OWNER AND CONTRACTOR FOR CONSTRUCTION CONTRACT

2025 DOWNTOWN ALLEY – PHASE 1
PROJECT NO. IFP 25-17(A) GENERAL CONSTRUCTION SECTION

This Agreement is by and between **Idaho Falls Power** ("Owner") and **B. Jackson Construction & Engineering, LLC** ("Contractor"). Terms used in this Agreement have the meanings stated in the General Conditions and the Supplementary Conditions.

Owner and Contractor hereby agree as follows:

ARTICLE 1—WORK

1.01 Contractor shall complete all Work as specified or indicated in the Contract Documents. The Work is generally described as follows: **Installing underground conduit for electrical and fiber optic infrastructure cable and installing secondary junction boxes and secondary conductor as shown on the design drawings.**

ARTICLE 2—THE PROJECT

2.01 The Project, of which the Work under the Contract Documents may be the whole or only a part is generally described as follows: See 1.01

ARTICLE 3—ENGINEER

3.01 The Owner is also the ("Engineer") IFP will designate an employee to act as Owner's representative, assume all duties and responsibilities of Engineer, and have the rights and authority assigned to Engineer in the Contract for this project concurrent with the notice to proceed.

ARTICLE 4—CONTRACT TIMES

4.01 *Time is of the Essence*

A. All time limits for Milestones, if any, Substantial Completion, and completion and readiness for final payment as stated in the Contract Documents are of the essence of the Contract.

4.02 *Contract Times: Days*

A. The Work will be substantially complete within **120** calendar days after the date when the Contract Times commence to run as provided in Paragraph 4.01 of the General Conditions, and completed and ready for final payment in accordance with Paragraph 15.06 of the General Conditions within **135** days after the date when the Contract Times commence to run.

4.05 *Liquidated Damages*

A. Contractor and Owner recognize that time is of the essence as stated in Paragraph 4.01 above and that Owner will suffer financial and other losses if the Work is not completed within the times specified in Paragraph 4.02 above. The parties also recognize the delays, expense, and difficulties involved in proving, in a legal or arbitration proceeding, the actual loss suffered by Owner if the Work is not completed on time. Accordingly, instead of requiring any such proof, Owner and Contractor agree that as liquidated damages for delay (but not as a penalty):

1. *Substantial Completion:* Contractor shall pay Owner $2,000 for each day that expires after the time (as duly adjusted pursuant to the Contract) specified above for Substantial Completion, until the Work is substantially complete.

2. If Owner recovers liquidated damages for a delay in completion by Contractor, then such liquidated damages are Owner's sole and exclusive remedy for such delay, and Owner is precluded from recovering any other damages, whether actual, direct, excess, or consequential, for such delay, except for special damages (if any) specified in this Agreement.

4.06 *Special Damages*

A. Contractor shall reimburse Owner (1) for any fines or penalties imposed on Owner as a direct result of the Contractor's failure to attain Substantial Completion according to the Contract Times, and (2) for the actual costs reasonably incurred by Owner for engineering, construction observation, inspection, and administrative services needed after the time specified in Paragraph 4.02 for Substantial Completion (as duly adjusted pursuant to the Contract), until the Work is substantially complete.

B. After Contractor achieves Substantial Completion, if Contractor shall neglect, refuse, or fail to complete the remaining Work within the Contract Times, Contractor shall reimburse Owner for the actual costs reasonably incurred by Owner for engineering, construction observation, inspection, and administrative services needed after the time specified in Paragraph 4.02 for Work to be completed and ready for final payment (as duly adjusted pursuant to the Contract), until the Work is completed and ready for final payment.

C. The special damages imposed in this paragraph are supplemental to any liquidated damages for delayed completion established in this Agreement.

ARTICLE 5—CONTRACT PRICE

5.01 Owner shall pay Contractor for completion of the Work in accordance with the Contract Documents, the amounts that follow, subject to adjustment under the Contract:

A. Total of Lump Sum Amount and Unit Price Work (subject to final Unit Price adjustment) **$463,413.58.**

B. For all Work, at the prices stated in Contractor's Bid, attached hereto as Exhibit "A".

Article 6—**PAYMENT PROCEDURES**

6.01 *Submittal and Processing of Payments*

A. Contractor shall submit Applications for Payment in accordance with Article 15 of the General Conditions. Applications for Payment will be processed by Engineer as provided in the General Conditions.

6.02 *Progress Payments; Retainage*

A. Owner shall make progress payments on the basis of Contractor's Applications for Payment on or about the 10th day of each month during performance of the Work as provided in Paragraph 6.02.A.1 below, provided that such Applications for Payment have been submitted in a timely manner and otherwise meet the requirements of the Contract. All such payments will be measured by the Schedule of Values established as provided in the General Conditions (and in the case of Unit Price Work based on the number of units completed) or, in the event there is no Schedule of Values, as provided elsewhere in the Contract.

1. Prior to Substantial Completion, progress payments will be made in an amount equal to the percentage indicated below but, in each case, less the aggregate of payments previously made and less such amounts as Owner may withhold, including but not limited to liquidated damages, in accordance with the Contract.

a. **90** percent of the value of the Work completed (with the balance being retainage).

1) If 50 percent or more of the Work has been completed, as determined by Engineer, and if the character and progress of the Work have been satisfactory to Owner and Engineer, then as long as the character and progress of the Work remain satisfactory to Owner and Engineer, there will be no additional retainage; and

b. **90** percent of cost of materials and equipment not incorporated in the Work (with the balance being retainage).

2. Upon Substantial Completion, Owner shall pay an amount sufficient to increase total payments to Contractor to **100** percent of the Work completed, less such amounts set off by Owner pursuant to Paragraph 15.01.E of the General Conditions, and less **200** percent of Engineer's estimate of the value of Work to be completed or corrected as shown on the punch list of items to be completed or corrected prior to final payment.

6.03 *Final Payment*

A. Upon final completion and acceptance of the Work, Owner shall pay the remainder of the Contract Price in accordance with Paragraph 15.06 of the General Conditions.

6.04 *Consent of Surety*

A. Owner will not make final payment, or return or release retainage at Substantial Completion or any other time, unless Contractor submits written consent of the surety to such payment, return, or release.

ARTICLE 7—6.05 CONTRACT DOCUMENTS

7.01 *Contents*

A. The Contract Documents consist of all of the following:

1. This Agreement.
2. Bonds:
    a. Performance bond (together with power of attorney).
    b. Payment bond (together with power of attorney).
3. General Conditions.
4. Supplementary Conditions.
5. Specifications as listed in the table of contents of the project manual (copy of list attached).
6. Drawings listed on the attached sheet index.
7. The following which may be delivered or issued on or after the Effective Date of the Contract and are not attached hereto:
    a. Notice to Proceed.
    b. Work Change Directives.
    c. Change Orders.
    d. Field Orders.

B. The Contract Documents listed in Paragraph 7.01.A are attached to this Agreement (except as expressly noted otherwise above).

C. There are no Contract Documents other than those listed above in this Article 7.

D. The Contract Documents may only be amended, modified, or supplemented as provided in the Contract.

ARTICLE 8—REPRESENTATIONS, CERTIFICATIONS, AND STIPULATIONS

8.01 *Contractor's Representations*

A. In order to induce Owner to enter into this Contract, Contractor makes the following representations:

1. Contractor has examined and carefully studied the Contract Documents, including Addenda.
2. Contractor has visited the Site, conducted a thorough visual examination of the Site and adjacent areas, and become familiar with the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
3. Contractor is familiar with all Laws and Regulations that may affect cost, progress, and performance of the Work.

4. Contractor has carefully studied the reports of explorations and tests of subsurface conditions at or adjacent to the Site and the drawings of physical conditions relating to existing surface or subsurface structures at the Site that have been identified in the Supplementary Conditions, with respect to the Technical Data in such reports and drawings.

5. Contractor has carefully studied the reports and drawings relating to Hazardous Environmental Conditions, if any, at or adjacent to the Site that have been identified in the Supplementary Conditions, with respect to Technical Data in such reports and drawings.

6. Contractor has considered the information known to Contractor itself; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Contract Documents; and the Technical Data identified in the Supplementary Conditions or by definition, with respect to the effect of such information, observations, and Technical Data on (a) the cost, progress, and performance of the Work; (b) the means, methods, techniques, sequences, and procedures of construction to be employed by Contractor; and (c) Contractor's safety precautions and programs.

7. Based on the information and observations referred to in the preceding paragraph, Contractor agrees that no further examinations, investigations, explorations, tests, studies, or data are necessary for the performance of the Work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract.

8. Contractor is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Contract Documents.

9. Contractor has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Contractor has discovered in the Contract Documents, and of discrepancies between Site conditions and the Contract Documents, and the written resolution thereof by Engineer is acceptable to Contractor.

10. The Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.

11. Contractor's entry into this Contract constitutes an incontrovertible representation by Contractor that without exception all prices in the Agreement are premised upon performing and furnishing the Work required by the Contract Documents.

12. The Contractor is an appropriately licensed public works contractor per Idaho Code Section 54-1902.

13. Contractor shall comply with all Laws and Regulations applicable to the performance of the Work. Except where otherwise expressly required by applicable Laws and Regulations, neither Owner nor Engineer shall be responsible for monitoring the Contractor's compliance with any Laws or Regulations.

8.02 *Contractor's Certifications*

A. Contractor certifies that it has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for or in executing the Contract. For the purposes of this Paragraph 8.02:

1. "corrupt practice" means the offering, giving, receiving, or soliciting of anything of value likely to influence the action of a public official in the bidding process or in the Contract execution;

2. "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the bidding process or the execution of the Contract to the detriment of Owner, (b) to establish Bid or Contract prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;

3. "collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish Bid prices at artificial, non-competitive levels; and

4. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

8.03 *Standard General Conditions*

A. Owner stipulates that if the General Conditions that are made a part of this Contract are ISPWC Division 100 ~~EJCDC® C-700~~, Standard General Conditions for the Construction Contract ~~(2018)~~, published by the Engineers Joint Contract Documents Committee, and if Owner is the party that has furnished said General Conditions, then Owner has plainly shown all modifications to the standard wording of such published document to the Contractor, through a process such as highlighting or "track changes" (redline/strikeout), or in the Supplementary Conditions.

ARTICLE 9—NON-DISCRIMINATION

9.01 *Non-Discrimination*

A. Non-Discrimination. Contractor shall not discriminate against any employee or applicant for employment on the basis of race, color, religion, creed, political ideals, sex, age, marital status, physical or mental handicap, gender identity/expression, sexual orientation, veteran's status, or national origin.

B. Nothing in this section shall require CONTRACTOR to go beyond the reasonable accommodation requirements of the Americans with Disabilities Act in regard to accommodating any employee or applicant for employment.

9.02 *Anti-Boycott Against Isreal Act*

A. Anti-Boycott Against Israel Act. Pursuant to Idaho Code § 67-2346, if payments under this Agreement exceed one hundred thousand dollars ($100,000) and Contractor employs ten (10) or more persons, Contractor certifies that it is not currently engaged in, and will not for the duration of this Agreement engage in, a boycott of goods or services from Israel or

territories under its control. The terms in this Paragraph that are defined in Idaho Code § 67-2346 shall have the meaning defined therein.

9.03 *Certification of No Chinese Ownership*

A. Certification of No Chinese Ownership. Pursuant to Idaho Code § 67-2359, Contractor certifies that Contractor is not currently owned or operated by the government of the People's Republic of China and will not, for the duration of this Agreement, be owned or operated by the government of the People's Republic China. territories under its control. The terms in this Paragraph that are defined in Idaho Code § 67-2346 shall have the meaning defined therein.

IN WITNESS WHEREOF, Owner and Contractor have signed this Agreement.

This Agreement will be effective on **August 14, 2025** (which is the Effective Date of the Contract).

Owner:	Contractor:
Idaho Falls Power *(typed or printed name of organization)*	 *(typed or printed name of organization)*
By: *(individual's signature)*	By: *(individual's signature)*
Date: *(date signed)*	Date: *(date signed)*
Name: Rebecca L. Noah Casper *(typed or printed)*	Name: *(typed or printed)*
Title: Mayor *(typed or printed)*	Title: *(typed or printed)* *(If **[Type of Entity]** is a corporation, a partnership, or a joint venture, attach evidence of authority to sign.)*
Attest: *(individual's signature)*	Attest: *(individual's signature)*
Title: *(typed or printed)*	Title: *(typed or printed)*
Address for giving notices:	Address for giving notices:
P.O. Box 50220	
140 S. Capital	
Idaho Falls, ID 83405	
Designated Representative:	Designated Representative:
Name: Stephen Boorman, PE *(typed or printed)*	Name: *(typed or printed)*
Title: AGM *(typed or printed)*	Title: *(typed or printed)*
Address:	Address:
P.O. Box 50220	
140 S. Capital	
Idaho Falls, ID 83405	
Phone: 208-612-8444	Phone:
Email: sboorman@ifpower.org	Email:
*(If **[Type of Entity]** is a corporation, attach evidence of authority to sign. If **[Type of Entity]** is a public body, attach evidence of authority to sign and resolution or other documents authorizing execution of this Agreement.)*	License No.: *(where applicable)* State: Idaho

EXHIBIT “A”

BID FORM FOR CONSTRUCTION CONTRACT

2025 Downtown Alley – Phase 1 - Project No. IFP 25-17(A)
General Construction Section

The terms used in this Bid with initial capital letters have the meanings stated in the Instructions to Bidders, the General Conditions, and the Supplementary Conditions.

ARTICLE 1—OWNER AND BIDDER

1.01 This Bid is submitted to:

Deliver to: (hand-delivery, parcel delivery service, etc.):	Mail to: (United States Postal Service)
Idaho Falls Power Engineering Department 140 S. Capital Idaho Falls, ID 83402	Idaho Falls Power Engineering Department PO Box 50220 Idaho Falls, ID 83405

1.02 The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with Owner in the form included in the Bidding Documents to perform all Work as specified or indicated in the Bidding Documents for the prices and within the times indicated in this Bid and in accordance with the other terms and conditions of the Bidding Documents.

ARTICLE 2—ATTACHMENTS TO THIS BID

2.01 The following documents are submitted with and made a condition of this Bid:

A. Required Bid security;

B. List of Proposed Subcontractors;

C. List of Proposed Suppliers;

D. Evidence of authority to do business in the state of the Project; or a written covenant to obtain such authority within the time for acceptance of Bids;

E. Contractor's license number as evidence of Bidder's State Contractor's License or a covenant by Bidder to obtain said license within the time for acceptance of Bids;

F. Idaho Public Works Contractor's License; and

G. Required Bidder Qualification Statement with supporting data.

ARTICLE 3—BASIS OF BID FOR IFP 25-17(A) GENERAL CONSTRUCTION SECTION — LUMP SUM AND UNIT PRICE BIDS

3.01 *Lump Sum Bids*

A. Bidder will complete the Work in accordance with the Contract Documents for the following lump sum (stipulated) price(s), together with any Unit Prices indicated in Paragraph 3.02:

1. Lump Sum Base Bid Price (Single Lump Sum)

Lump Sum Base Bid Price	$ 391,971.68

2. Lump sum base bid to include all excavation, conduit, conduit installation, ground sleeves for electrical equipment, installation of transformer pads, and surface repair, except for unit prices below.

3.02 *Unit Price Bids*

A. Bidder will perform the following Work at the indicated unit prices:

Item No.	Description	Unit	Estimated Quantity	Bid Unit Price	Bid Amount
1	Rock Adder – Open Trench	Cubic Foot	500	$5.46	$ 2,730
2	Rock Adder – Directional Boring	Linear Foot	445	$17.42	$ 7,751.90
3	Additional cost for rigid conduit *See Note (2)	Linear Foot	100	See Attached Estimate	$
4	Labor Cost for unidentified structures	Hourly per person	160	See T&E Sheet	$ 23,680
5	Equipment Cost for unidentified structures *See Note (3)	Hourly	40	See T&E Sheet	$6,800
Bidder Recommended add or deduct alternates below:					
6					$
7					$
8					$
9					$
Total of All Unit Price Bid Items					$40,961.90

1. **Special materials, provided by the contractor, not including materials specified in 00820 as contractor provided, and provided with mutual agreement will be paid for at actual cost plus 10% for storage and handling.**

2. Rigid conduit only required if 30" burial depth cannot be maintained due to rock or other utilities.

3. Bidder is encouraged to provide a full list of hourly equipment rates of all types of equipment that may be required.

B. Bidder acknowledges that:

1. Each Bid Unit Price includes an amount considered by Bidder to be adequate to cover Contractor's overhead and profit for each separately identified item, and

2. Estimated quantities are not guaranteed and are solely for the purpose of comparison of Bids, and final payment for all Unit Price Work will be based on actual quantities, determined as provided in the Contract Documents.

3.03 Total Bid Price (Lump Sum and Unit Prices)

Total Bid Price (Total of all Lump Sum and Unit Price Bids)	$ 463,413.58

ARTICLE 4—TIME OF COMPLETION

4.01 Bidder agrees that the Work will be substantially complete and will be completed and ready for final payment in accordance with Paragraph 15.06 of the General Conditions on or before the dates or within the number of calendar days indicated in the Agreement.

A. Also refer to Paragraph 6.02.2 of 00520 – Agreement for definition of substantial completion.

4.02 Bidder accepts the provisions of the Agreement as to liquidated damages.

ARTICLE 5—BIDDER'S ACKNOWLEDGEMENTS: ACCEPTANCE PERIOD, INSTRUCTIONS, AND RECEIPT OF ADDENDA

5.01 *Bid Acceptance Period*

A. This Bid will remain subject to acceptance for 60 days after the Bid opening, or for such longer period that Bidder may agree to in writing upon request of Owner.

5.02 *Instructions to Bidders*

A. Bidder accepts all the terms and conditions of the Instructions to Bidders, including without limitation those dealing with the disposition of Bid security.

5.03 *Receipt of Addenda*

A. Bidder hereby acknowledges receipt of the following Addenda: **[Add rows as needed. Bidder is to complete table.]**

Addendum Number	Addendum Date

ARTICLE 6—BIDDER'S REPRESENTATIONS AND CERTIFICATIONS

6.01 *Bidder's Representations*

A. In submitting this Bid, Bidder represents the following:

1. Bidder has an Idaho Public Works License of the appropriate class for the bid amount.
2. Bidder has examined and carefully studied the Bidding Documents, including Addenda.
3. Bidder has visited the Site, conducted a thorough visual examination of the Site and adjacent areas, and become familiar with the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
4. Bidder is familiar with all Laws and Regulations that may affect cost, progress, and performance of the Work.
5. Bidder has carefully studied the reports of explorations and tests of subsurface conditions at or adjacent to the Site and the drawings of physical conditions relating to existing surface or subsurface structures at the Site that have been identified in the Supplementary Conditions, with respect to the Technical Data in such reports and drawings.
6. Bidder has carefully studied the reports and drawings relating to Hazardous Environmental Conditions, if any, at or adjacent to the Site that have been identified in the Supplementary Conditions, with respect to Technical Data in such reports and drawings.
7. Bidder has considered the information known to Bidder itself; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Bidding Documents; and the Technical Data identified in the Supplementary Conditions or by definition, with respect to the effect of such information, observations, and Technical Data on (a) the cost, progress, and performance of the Work; (b) the means, methods, techniques, sequences, and procedures of construction to be employed by Bidder, if selected as Contractor; and (c) Bidder's (Contractor's) safety precautions and programs.
8. Based on the information and observations referred to in the preceding paragraph, Bidder agrees that no further examinations, investigations, explorations, tests, studies, or data are necessary for the performance of the Work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract.
9. Bidder is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Bidding Documents.
10. Bidder has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Bidder has discovered in the Bidding Documents, and of discrepancies between Site conditions and the Contract Documents, and the written resolution thereof by Engineer is acceptable to Contractor.
11. The Bidding Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.

12. The submission of this Bid constitutes an incontrovertible representation by Bidder that without exception the Bid and all prices in the Bid are premised upon performing and furnishing the Work required by the Bidding Documents.

6.02 *Bidder's Certifications*

A. The Bidder certifies the following:

1. This Bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any collusive agreement or rules of any group, association, organization, or corporation.

2. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid.

3. Bidder has not solicited or induced any individual or entity to refrain from bidding.

4. Bidder has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the Contract. For the purposes of this Paragraph 8.02.A:

a. Corrupt practice means the offering, giving, receiving, or soliciting of anything of value likely to influence the action of a public official in the bidding process.

b. Fraudulent practice means an intentional misrepresentation of facts made (a) to influence the bidding process to the detriment of Owner, (b) to establish bid prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition.

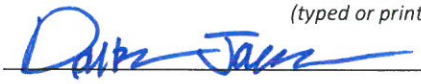
c. Collusive practice means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish bid prices at artificial, non-competitive levels.

d. Coercive practice means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

BIDDER hereby submits this Bid as set forth above:

Bidder:

B Jackson Construction & Engineering, LLC
(typed or printed name of organization)

By: 
(individual's signature)

Name: Dalton Jackson
(typed or printed)

Title: Vice President of Operations
(typed or printed)

Date: 7/28/25
(typed or printed)

If Bidder is a corporation, a partnership, or a joint venture, attach evidence of authority to sign.

Attest: 
(individual's signature)

Name: Dalton Jackson
(typed or printed)

Title: Vice President of Operations
(typed or printed)

Date: 7/28/25
(typed or printed)

Address for giving notices:

7022 South Airport Road, West Jordan, UT 84084

Bidder's Contact:

Name: Dalton Jackson
(typed or printed)

Title: Vice President of Operations
(typed or printed)

Phone: (801) 260-0988

Email: dalton@bjacksonconstruction.com

Address:

7022 South Airport Road, West Jordan, UT 84084

Bidder's Contractor License No.: (if applicable) RCE-37409

Bidder's Public Works License No.: (Required) 004875

B. JACKSON
A JACKSON INFRASTRUCTURE COMPANY

B. Jackson Construction & Engineering, LLC

7022 South Airport Road | West Jordan, Utah 84084
801.260.0988 OFFICE 801.260.0989 FAX
bjacksonconstruction.com

To:	Idaho Falls Power	**Contact:**	John Morgan
Address:	140 South Capital Ave	**Phone:**	208-612-8430
	Idaho Falls, ID 83402 USA	**Fax:**	
Project Name:	Idaho Falls- Downtown Alley Phase One	**Bid Number:**	001-25
Project Location:	Downtown Alley Phase 1, Idaho Falls, IDAHO	**Bid Date:**	7/29/2025

Line #	Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
101		Trench (2' W X 36" D) And Single Place 2" HDPE Conduit Under Asphalt Surface-This Unit Includes Labor, Equipment, Export, Dump Fee's And Import Of Material Such As (Conduit, Couplers, Mule Tape, Road Base And Bedding Sand). This Unit Is For Normal Soil Conditions, If Soil Conditions Need Specialized Rock Equipment, The Rock Adder Unit Will Be An Adder To This Unit With Idaho Falls Pre-Approval.	892.00	LF	$51.33	$45,786.36
102		Trench (2' W X 36" D) And Place Single 2" PVC Conduit Under Asphalt Surface-This Unit Includes Labor, Equipment, Export, Dump Fee's And Import Of Material Such As (Conduit, Couplers, Mule Tape, Road Base And Bedding Sand). This Unit Is For Normal Soil Conditions, If Soil Conditions Need Specialized Rock Equipment, The Rock Adder Unit Will Be An Adder To This Unit With Idaho Falls Pre-Approval.	458.00	LF	$50.43	$23,096.94
103		Trench (2' W X 36" D) And Place Single 2.5" PVC Conduit Under Asphalt Surface-This Unit Includes Labor, Equipment, Export, Dump Fee's And Import Of Material Such As (Conduit, Couplers, Mule Tape, Road Base And Bedding Sand). This Unit Is For Normal Soil Conditions, If Soil Conditions Need Specialized Rock Equipment, The Rock Adder Unit Will Be An Adder To This Unit With Idaho Falls Pre-Approval.	65.00	LF	$47.46	$3,084.90
104		Trench (2' W X 36" D) And Place (3) 2.5" PVC Conduits Under Asphalt Surface-This Unit Includes Labor, Equipment, Export, Dump Fee's And Import Of Material Such As (Conduit, Couplers, Mule Tape, Road Base And Bedding Sand). This Unit Is For Normal Soil Conditions, If Soil Conditions Need Specialized Rock Equipment, The Rock Adder Unit Will Be An Adder To This Unit With Idaho Falls Pre-Approval.	90.00	LF	$47.89	$4,310.10
105		Trench (2' W X 36" D) And Place Single 3" PVC Conduit Under Asphalt Surface-This Unit Includes Labor, Equipment, Export, Dump Fee's And Import Of Material Such As (Conduit, Couplers, Mule Tape, Road Base And Bedding Sand). This Unit Is For Normal Soil Conditions, If Soil Conditions Need Specialized Rock Equipment, The Rock Adder Unit Will Be An Adder To This Unit With Idaho Falls Pre-Approval.	95.00	LF	$64.32	$6,110.40
106		Trench (2' W X 36" D) And Place Single 4" HDPE Conduit Under Asphalt Surface-This Unit Includes Labor, Equipment, Export, Dump Fee's And	1,196.00	LF	$70.33	$84,114.68

Line #	Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
		Import Of Material Such As (Conduit, Couplers, Mule Tape, Road Base And Bedding Sand). This Unit Is For Normal Soil Conditions, If Soil Conditions Need Specialized Rock Equipment, The Rock Adder Unit Will Be An Adder To This Unit With Idaho Falls Pre-Approval.				
107		Trench (2' W X 36" D) And Place (2) 4" PVC Conduits Under Asphalt Surface-This Unit Includes Labor, Equipment, Export, Dump Fee's And Import Of Material Such As (Conduit, Couplers, Mule Tape, Road Base And Bedding Sand). This Unit Is For Normal Soil Conditions, If Soil Conditions Need Specialized Rock Equipment, The Rock Adder Unit Will Be An Adder To This Unit With Idaho Falls Pre-Approval.	60.00	LF	$66.64	$3,998.40
108		Trench (2' W X 36" D) And Place (3) 4" PVC Conduits Under Asphalt Surface-This Unit Includes Labor, Equipment, Export, Dump Fee's And Import Of Material Such As (Conduit, Couplers, Mule Tape, Road Base And Bedding Sand). This Unit Is For Normal Soil Conditions, If Soil Conditions Need Specialized Rock Equipment, The Rock Adder Unit Will Be An Adder To This Unit With Idaho Falls Pre-Approval.	105.00	LF	$70.82	$7,436.10
109		Trench (2' W X 36" D) And Place (5) 4" PVC Conduits Under Asphalt Surface-This Unit Includes Labor, Equipment, Export, Dump Fee's And Import Of Material Such As (Conduit, Couplers, Mule Tape, Road Base And Bedding Sand). This Unit Is For Normal Soil Conditions, If Soil Conditions Need Specialized Rock Equipment, The Rock Adder Unit Will Be An Adder To This Unit With Idaho Falls Pre-Approval.	150.00	LF	$80.48	$12,072.00
110		Trench (2' W X 36" D) And Place (6) 4" Conduits Under Asphalt Surface-This Unit Includes Labor, Equipment, Export, Dump Fee's And Import Of Material Such As (Conduit, Couplers, Mule Tape, Road Base And Bedding Sand). This Unit Is For Normal Soil Conditions, If Soil Conditions Need Specialized Rock Equipment, The Rock Adder Unit Will Be An Adder To This Unit With Idaho Falls Pre-Approval.	10.00	LF	$107.52	$1,075.20
111		Proof Existing 4" Conduits-Proof Existing (2) 4" Conduits On Park Avenue And Insert (1) 2" Conduit In Spare Existing 4" Conduit. This Unit Includes Labor And Material To Proof Existing 4" Conduits And Insert 2" Conduit In Spare 4". If Existing 4" Conduit Is Not In Adequate Condition To Insert, B. Jackson Can Fix Conduit At Approved T&E Rate With Idaho Falls Approval.	55.00	LF	$9.68	$532.40
112		Directional Bore (1) 2" Conduit And (1) 4" Conduit Along Yellowstone Ave And Shoup Ave In Normal Soil Conditions. This Unit Includes Labor, Equipment And Material(4" Conduit, 2" Conduit), Flow Fill And Utilibond For Hard Surface Pot Hole Repair. If Rocky Soil Conditions Are Met And Need Specialized Equipment, The Rock Adder Unit Will Be An Adder With Idaho Falls Pre-Approval.	890.00	LF	$43.78	$38,964.20
113		Install Idaho Falls Provided Small Fiber Box.-This Unit Includes Labor, Equipment And 6" Of Gravel. This Unit Is For Placement Only, This Unit Does Not Include Splicing Or Tying Into Live Power.	10.00	EACH	$481.72	$4,817.20
114		Install Idaho Falls Provided 3 Phase Transformer Pad.-This Unit Includes Labor, Equipment And 18" Of Gravel. This Unit Is For Placement Only, This Unit Does Not Include Splicing Or Tying Into	5.00	EACH	$1,070.39	$5,351.95

Line #	Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
		Live Power.				
115		Install Idaho Falls Provided CTS Cabinet-This Unit Includes Labor, Equipment And 6" Of Gravel. The Concrete Pad Will Be Captured Under The Concrete Unit. This Unit Is For Placement Only, This Unit Does Not Include Splicing Or Tying Into Live Power.	1.00	EACH	$915.76	$915.76
116		Install Idaho Falls Provided Junction Box-This Unit Includes Labor, Equipment And 6" Of Gravel. The Concrete Pad Will Be Captured Under The Concrete Unit. This Unit Is For Placement Only, This Unit Does Not Include Splicing Or Tying Into Live Power.	1.00	EACH	$353.19	$353.19
117		Install Idaho Falls Provided 2000 AMP Splice Cabinet-This Unit Includes Labor, Equipment And 6" Of Gravel. The Concrete Pad Will Be Captured Under The Concrete Unit. This Unit Is For Placement Only, This Unit Does Not Include Splicing Or Tying Into Live Power.	1.00	EACH	$967.74	$967.74
118		Install Idaho Falls Provided 1600 AMP Splice Cabinet-This Unit Includes Labor, Equipment And 6" Of Gravel. The Concrete Pad Will Be Captured Under The Concrete Unit. This Unit Is For Placement Only, This Unit Does Not Include Splicing Or Tying Into Live Power.	2.00	EACH	$967.74	$1,935.48
119		Remove Existing Vault On Park Avenue-This Unit Is Labor Only To Remove Existing Vault.	1.00	EACH	$539.20	$539.20
120		Core Drill 6" Diameter-Into Existing Transformer For Secondary Conduits.	1.00	EACH	$229.11	$229.11
121		Place Idaho Falls Provided 3 Phase Ground Rod/ Ground Sleeve.	6.00	EACH	$234.32	$1,405.92
122		Place Contractor Provided Myers Cabinet-This Unit Is For Placement Only, This Unit Does Not Include Splicing Or Tying Into Live Power.	1.00	EACH	$9,959.94	$9,959.94
123		Install Bollards-This Unit Includes Labor And Material(Bollards, Paint, Rebar, Concrete And Dump Fee's).	7.00	EACH	$2,140.48	$14,983.36
124		Install Contractor Provided GRC 2" Sweep.	9.00	EACH	$230.67	$2,076.03
125		Install Contractor Provided 2.5" Sweep	1.00	EACH	$232.11	$232.11
126		Install Contractor Provided 3" Sweep	1.00	EACH	$391.53	$391.53
127		Install Contractor Provided 4" Sweep	5.00	EACH	$561.26	$2,806.30
128		Install Contractor Provided 2"x10' RGS Conduit With 8" Standoff Brackets	9.00	EACH	$569.39	$5,124.51
129		Install Contractor Provided 2.5"x10' RGS Conduit With 8" Standoff Brackets	1.00	EACH	$569.39	$569.39
130		Install Contractor Provided 3"x10' RGS Conduit With 8" Standoff Brackets	1.00	EACH	$563.77	$563.77
131		Install Contractor Provided 4"x10' RGS Conduit With 8" Standoff Brackets	5.00	EACH	$723.98	$3,619.90
132		Remove And Restore Asphalt-This Unit Is Labor To Remove (4' W X 4" Depth) And Pave For 1000' Of Trench And Material (Idaho Falls Spec Asphalt) And Dump Fee's.	4,000.00	SF	$23.12	$92,480.00
133		Remove & Restore Concrete-This Unit Is For Labor And Equipment To Dig Out Existing Surface, Haul Off, Form And Pour Concrete Up To 4" Depth. This Unit Includes Concrete And Dump Fee's.	500.00	SF	$33.42	$16,710.00
134		Rock Adder- Open Trench	500.00	CF	$5.46	$2,730.00
135		Rock Adder- Directional Drill	445.00	LF	$17.42	$7,751.90
136		Rigid 2" Conduit Price-This Will Be Added To Trench Price If Needed.	1.00	LF	$10.87	$10.87
137		Rigid 2.5" Conduit Price-This Will Be Added To Trench Price If Needed.	1.00	LF	$28.56	$28.56
138		Rigid 3" Conduit Price-This Will Be Added To Trench Price If Needed.	1.00	LF	$25.65	$25.65
139		Rigid 4" Conduit Price-This Will Be Added To Trench Price If Needed.	1.00	LF	$32.83	$32.83

Line #	Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
140		Traffic Control/Trench Plates	30.00	$/DY	$857.99	$25,739.70

Bid Price Subtotal: **$432,933.58**

Total Bid Price: **$432,933.58**

Notes:

- This is a **Lump Sum** Proposal based on quantities given. All units will be paid as placed and/or encountered. All quantities are estimates and may vary significantly.
- This Quote Shall Become an Attachment to the Contract Upon Award.
- All pricing is contingent upon permit requirements.
- Estimate Valid for **15** Days.
- **Exclusions and Conditions:**
- 1- Excludes Permits or Permit Fees of Any Kind. (Eligible Permits Can Be Provided at Cost +10%)
- 2- Excludes Labor, Equipment or Materials Not Specified In Bid Line Items
- 3- Excludes Survey, Construction Staking Or As-Built Drawings Beyond Red Line Client Provided Drawings
- 4- Excludes Removal and Disposal of Hazardous Waste Or Ground Water.
- 5- Excludes Material Testing or Compaction Testing of Any Kind
- 6- Excludes Non-Standard Work Hours. Standard Work Hours are Considered 7:00AM to 5:00PM Monday thru Friday, Excluding Holidays
- 7- Excludes Davis Bacon Or Wage Scale of Any Kind
- 8- Excludes Any Cost Associated with Bonding or Project Specific Specialized Training
- 9- Excludes Re-Seeding Or Landscape Restoration

Payment Terms:

Net 30 days. **1.8%** will be added to balances beyond 30 days.

ACCEPTED:	**CONFIRMED:**
The above prices, specifications and conditions are satisfactory and hereby accepted.	**B. Jackson Construction & Engineering LLC**
Buyer: _____	
Signature: _____	**Authorized Signature:** _____
Date of Acceptance: _____	**Estimator:** Dalton Jackson (435) 660-1253 dalton@bjacksonconstruction.com

Idaho Falls Power T&E Sheet

Idaho Falls Project Number/WO Number: | B. Jackson Job Number:

Approved by (Client Name): | Date Work was Performed:

Street Address/City Name:

Crew Performing Work (In house or sub): | Written By (You): Dalton J

Typing or Data Entry ONLY Required in Yellow Cells. DO NOT CHANGE ANY OTHER CELLS

T&M Invoicing requires as builts, daily reports, materials documentation and any other pertinent information or photos to create the invoice.

BASE Hourly T&E Descriptions	Regular Hours	OT Hours	Standby Hours	Regular	Overtime	Standby Rates	Regular Totals	OT Totals	Standby Totals	Notes:
Hourly Labor Rates (Attach Daily Reports for Backup)										
Foreman	160			$ 64.00	$ 84.48	$ 64.00	$ 10,240.00	$ -	$ -	
Operator				$ 53.00	$ 69.96	$ 53.00	$ -	$ -	$ -	
Laborer	320			$ 42.00	$ 55.44	$ 42.00	$ 13,440.00	$ -	$ -	
Truck Driver				$ 53.00	$ 69.96	$ 53.00	$ -	$ -	$ -	
Aerial Lineman				$ 64.00	$ 84.48	$ 64.00	$ -	$ -	$ -	
Groundman				$ 42.00	$ 55.44	$ 42.00	$ -	$ -	$ -	
Electrician Journeyman				$ 65.00	$ 85.80	$ 65.00	$ -	$ -	$ -	
Electrician Apprentice				$ 47.00	$ 62.04	$ 47.00	$ -	$ -	$ -	
Fiber Optic Cable Splicer				$ 55.00	$ 72.60	$ 55.00	$ -	$ -	$ -	
Flagger				$ 42.00	$ 55.44	$ 42.00	$ -	$ -	$ -	
Per Diem Rate (Per Crew Member/Per Day)				$ 180.00			$ -	$ -	$ -	
						Sub Total	$ 23,680.00	$ -	$ -	
						Grand Total Labor	$		23,680.00	
Equipment RatesTrucks										
Trucks										
Pickup Truck				$ 38.00		$ 32.30	$ -		$ -	
One Ton Truck				$ 45.00		$ 38.25	$ -		$ -	
Two Ton Truck	80			$ 55.00		$ 46.75	$ 4,400.00		$ -	
Electrician Tuck and Tools				$ 85.00		$ 72.25	$ -		$ -	
Gas/Pipe Fusion Truck w/ Tools				$ 89.00		$ 75.65	$ -		$ -	
Fiber Optic Cable Splicing Truck and Tools				$ 75.00		$ 63.75	$ -		$ -	
Bobtail Dump Truck				$ 77.00		$ 65.45	$ -		$ -	
Ten Wheel Dump Truck				$ 83.00		$ 70.55	$ -		$ -	
1-1.5 Ton Bucket Truck				$ 78.00		$ 66.30	$ -		$ -	
2 Ton Bucket Truck				$ 95.00		$ 80.75	$ -		$ -	
Digger Derrick				$ 125.00		$ 106.25	$ -		$ -	
Water Truck 3500 Gallon				$ 88.00		$ 74.80	$ -		$ -	
Vacuum Excavation Truck 12 Yard Capacity				$ 225.00		$ 191.25	$ -		$ -	
Semi Truck and 70,000 Lowboy Trailer				$ 125.00		$ 106.25	$ -		$ -	
Semi Truck and 28 ton Side Dump Trailer				$ 155.00		$ 131.75	$ -		$ -	
Trailers										
Strand Trailer				$ 14.00		$ 11.90	$ -		$ -	
Reel Trailer				$ 18.00		$ 15.30	$ -		$ -	
Fiber Splice Trailer				$ 22.00		$ 18.70	$ -		$ -	
7,000 lbs Trailer				$ 18.30		$ 15.56	$ -		$ -	
14,000 lbs Trailer				$ 20.00		$ 17.00	$ -		$ -	
300 gal. Water Trailer and 14" Flat Saw				$ 52.00		$ 44.20	$ -		$ -	
Vacuum Excavation Trailer 800 Gallon Capacity				$ 121.25		$ 103.06	$ -		$ -	
Air Compressors									$ -	
185 cfm Compressor and Hammers				$ 25.00		$ 21.25	$ -		$ -	
375 cfm Compressor and Hammers				$ 39.00		$ 33.15	$ -		$ -	
Backhoes, Excavators and Skidsteers										
Backhoe Rubber Tire 310 John Deere Size				$ 60.00		$ 51.00	$ -		$ -	
Backhoe Rubber Tire 410 John Deere Size				$ 65.00		$ 55.25	$ -		$ -	
Minnie Excavator John Deere 35 or 50 Size	40			$ 60.00		$ 51.00	$ 2,400.00		$ -	
Trackhoe 80 Size				$ 90.00		$ 76.50	$ -		$ -	
Trackhoe 120 Size				$ 98.00		$ 83.30	$ -		$ -	
Trackhoe 160 Size				$ 125.00		$ 106.25	$ -		$ -	
Trackhoe 200 Size				$ 155.00		$ 131.75	$ -		$ -	
Trackhoe 330 Size				$ 195.00		$ 165.75	$ -		$ -	
Skidsteer Loader John Deere 250 or 280 size				$ 62.00		$ 52.70	$ -		$ -	
Loader 3 yard John Deere 324 H or CAT 930				$ 90.00		$ 76.50	$ -		$ -	
Trenchers										
Trencher Vermeer 8550 Rubber Tire				$ 105.00		$ 89.25	$ -		$ -	
Vermeer LM42 drop plow and trailer				$ 65.00		$ 55.25	$ -		$ -	
Directional and Pneumatic Bore Tools							$ -		$ -	
Directional Drill Rig 16,000 lbs with Truck and Trailer				$ 395.00		$ 335.75	$ -		$ -	
Directional Drill Rig 27,000-30,000 lbs with Truck and Trailer				$ 486.00		$ 413.10	$ -		$ -	
Directional Drill Rig 40,000 lbs with Truck and Trailer				$ 690.00		$ 586.50	$ -		$ -	
Pneumatic Bore Tool 3"				$ 18.00		$ 15.30	$ -		$ -	
Pneumatic Bore Tool 4"				$ 25.00		$ 21.25	$ -		$ -	
Compaction Equipment										
Jumping Jack Compactor				$ 14.00		$ 11.90	$ -		$ -	
Plate Compactor				$ 17.00		$ 14.45	$ -		$ -	
Double Drum Compactor				$ 49.00		$ 41.65	$ -		$ -	
Sheep's foot compactor for Backhoe or Trackhoe mount				$ 8.50		$ 7.23	$ -		$ -	
Misc. Equipment and Tools										
Street Broom Skidsteer mount (Requires a Skidsteer Loader)				$ 15.00		$ 12.75	$ -		$ -	
Track Star 28 Fusion Machine				$ 17.00		$ 14.45	$ -		$ -	
Generator up to 7000 Watt				$ 12.00		$ 10.20	$ -		$ -	
Tack Oil Trailer				$ 195.00		$ 165.75	$ -		$ -	
Wirtgen 120 roto mill 24"-48" wide				$ 365.00		$ 310.25	$ -		$ -	
Traffic Control, Trench Plates and Shoring Devices										
Arrow board (This item is per each per day)				$ 425.00		$ 361.25	$ -		$ -	
Candlesticks or 36" Cones (This item is per each per day)				$ 8.00		$ 6.80	$ -		$ -	
Lighted Barricade (This item is per each per day)				$ 12.00		$ 10.20	$ -		$ -	
Trench Plate (This item is per each per day based on a 5' wide X 8' long plate)				$ 43.00		$ 36.55	$ -		$ -	
Hydraulic Trench Jacks (This item includes 2 ea. hydraulic jacks up to 4' deep)				$ 105.00		$ 89.25	$ -		$ -	
						Equipment Sub Totals	$ 6,800.00		$ -	
						Equipment Grand Total	$		6,800.00	

Description of work performed:

DCID(S):

Materials (Attach Delivery Tickets)	*Unit code*	Number of Items	Cost Per Item	Total Materials Expense
	-			$ -
	-			$ -
	-			$ -
	-			$ -
	-			$ -
	-			$ -
	-			$ -
	-			$ -
	-			$ -
	-			$ -
	-			$ -
	-			$ -
	-			$ -
Sub Total Materials				$ -
Sales Tax				$ -
Markup 10%				$ -
Grand Total Materials				$ -
Project Grand Total				$ 30,480.00

General Notes:

1- Directional Drill Units include truck and trailer for transport.
2- Directional Drill pricing **does not** include tooling costs for soil or rock bores. This will be determined by actual tooling cost.
3- Overtime Rates will apply for any hours over and above a 40 hour work week.
4- Pneumatic Bore tools **do not** include the compressor.
5- This rate sheet **does not** include any Davis Bacon or any other wage scale that may apply.
6- Rates will apply from portal to portal or from a designated point to the job and back.
7- Not responsible for damage to unmarked utilities.
8- Excavation around utilities requires one operator and one labor.
9- Milling or Cold Plane units do not inlcude teeth pricing in the T&E rates. There will be a separate charge for teeth based on wear.

PERFORMANCE BOND
2025 DOWNTOWN ALLEY – PHASE 1
PROJECT NO. IFP 25-17 (B) ELECTRICAL CONSTRUCTION SECTION

Contractor Name: **[Full formal name of Contractor]** Address *(principal place of business)*: **[Address of Contractor's principal place of business]**	**Surety** Name: **[Full formal name of Surety]** Address *(principal place of business)*: **[Address of Surety's principal place of business]**
Owner Name: **Idaho Falls Power** Mailing address *(principal place of business)*: **140 S. Capital Ave.** **Idaho Falls, ID 83402**	**Contract** Description *(name and location)*: 2025 Downtown Alley – Phase 1; Project No. IFP 25-17(B) Electrical Construction Section; Alley "A" Contract Price: **$463,413.58** Effective Date of Contract: **08/14/2025**

Bond

Bond Amount: **$393,901.54**

Date of Bond: **08/14/2025**

(~~Date of Bond cannot be earlier than~~ Effective Date of Contract)

Modifications to this Bond form:

☐ None ☐ See Paragraph 16

Surety and Contractor, intending to be legally bound hereby, subject to the terms set forth in this Performance Bond, do each cause this Performance Bond to be duly executed by an authorized officer, agent, or representative.

Contractor as Principal	Surety
(Full formal name of Contractor)	*(Full formal name of Surety) (corporate seal)*
By: _____ *(Signature)*	By: _____ *(Signature)(Attach Power of Attorney)*
Name: _____ *(Printed or typed)*	Name: _____ *(Printed or typed)*
Title: _____	Title: _____
Attest: _____ *(Signature)*	Attest: _____ *(Signature)*
Name: _____ *(Printed or typed)*	Name: _____ *(Printed or typed)*
Title: _____	Title: _____

Notes: (1) Provide supplemental execution by any additional parties, such as joint venturers. (2) Any singular reference to Contractor, Surety, Owner, or other party is considered plural where applicable.

1. The Contractor and Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors, and assigns to the Owner for the performance of the Construction Contract, which is incorporated herein by reference.

2. If the Contractor performs the Construction Contract, the Surety and the Contractor shall have no obligation under this Bond, except when applicable to participate in a conference as provided in Paragraph 3.

3. If there is no Owner Default under the Construction Contract, the Surety's obligation under this Bond will arise after:

    3.1. The Owner first provides notice to the Contractor and the Surety that the Owner is considering declaring a Contractor Default. Such notice may indicate whether the Owner is requesting a conference among the Owner, Contractor, and Surety to discuss the Contractor's performance. If the Owner does not request a conference, the Surety may, within five (5) business days after receipt of the Owner's notice, request such a conference. If the Surety timely requests a conference, the Owner shall attend. Unless the Owner agrees otherwise, any conference requested under this Paragraph 3.1 will be held within ten (10) business days of the Surety's receipt of the Owner's notice. If the Owner, the Contractor, and the Surety agree, the Contractor shall be allowed a reasonable time to perform the Construction Contract, but such an agreement does not waive the Owner's right, if any, subsequently to declare a Contractor Default;

    3.2. The Owner declares a Contractor Default, terminates the Construction Contract and notifies the Surety; and

    3.3. The Owner has agreed to pay the Balance of the Contract Price in accordance with the terms of the Construction Contract to the Surety or to a contractor selected to perform the Construction Contract.

4. Failure on the part of the Owner to comply with the notice requirement in Paragraph 3.1 does not constitute a failure to comply with a condition precedent to the Surety's obligations, or release the Surety from its obligations, except to the extent the Surety demonstrates actual prejudice.

5. When the Owner has satisfied the conditions of Paragraph 3, the Surety shall promptly and at the Surety's expense take one of the following actions:

    5.1. Arrange for the Contractor, with the consent of the Owner, to perform and complete the Construction Contract;

    5.2. Undertake to perform and complete the Construction Contract itself, through its agents or independent contractors;

    5.3. Obtain bids or negotiated proposals from qualified contractors acceptable to the Owner for a contract for performance and completion of the Construction Contract, arrange for a contract to be prepared for execution by the Owner and a contractor selected with the Owners concurrence, to be secured with performance and payment bonds executed by a qualified surety equivalent to the bonds issued on the Construction Contract, and pay to the Owner the amount of damages as described in Paragraph 7 in excess of the Balance of the Contract Price incurred by the Owner as a result of the Contractor Default; or

5.4. Waive its right to perform and complete, arrange for completion, or obtain a new contractor, and with reasonable promptness under the circumstances:

5.4.1 After investigation, determine the amount for which it may be liable to the Owner and, as soon as practicable after the amount is determined, make payment to the Owner; or

5.4.2 Deny liability in whole or in part and notify the Owner, citing the reasons for denial.

6. If the Surety does not proceed as provided in Paragraph 5 with reasonable promptness, the Surety shall be deemed to be in default on this Bond seven days after receipt of an additional written notice from the Owner to the Surety demanding that the Surety perform its obligations under this Bond, and the Owner shall be entitled to enforce any remedy available to the Owner. If the Surety proceeds as provided in Paragraph 5.4, and the Owner refuses the payment, or the Surety has denied liability, in whole or in part, without further notice, the Owner shall be entitled to enforce any remedy available to the Owner.

7. If the Surety elects to act under Paragraph 5.1, 5.2, or 5.3, then the responsibilities of the Surety to the Owner will not be greater than those of the Contractor under the Construction Contract, and the responsibilities of the Owner to the Surety will not be greater than those of the Owner under the Construction Contract. Subject to the commitment by the Owner to pay the Balance of the Contract Price, the Surety is obligated, without duplication for:

7.1. the responsibilities of the Contractor for correction of defective work and completion of the Construction Contract;

7.2. additional legal, design professional, and delay costs resulting from the Contractor's Default, and resulting from the actions or failure to act of the Surety under Paragraph 5; and

7.3. liquidated damages, or if no liquidated damages are specified in the Construction Contract, actual damages caused by delayed performance or non-performance of the Contractor.

8. If the Surety elects to act under Paragraph 5.1, 5.3, or 5.4, the Surety's liability is limited to the amount of this Bond.

9. The Surety shall not be liable to the Owner or others for obligations of the Contractor that are unrelated to the Construction Contract, and the Balance of the Contract Price will not be reduced or set off on account of any such unrelated obligations. No right of action will accrue on this Bond to any person or entity other than the Owner or its heirs, executors, administrators, successors, and assigns.

10. The Surety hereby waives notice of any change, including changes of time, to the Construction Contract or to related subcontracts, purchase orders, and other obligations.

11. Any proceeding, legal or equitable, under this Bond must be instituted in any court of competent jurisdiction in the location in which the work or part of the work is located and must be instituted within two years after a declaration of Contractor Default or within two years after the Contractor ceased working or within two years after the Surety refuses or fails to perform its obligations under this Bond, whichever occurs first. If the provisions of this paragraph are void or prohibited by law, the minimum periods of limitations available to sureties as a defense in the jurisdiction of the suit will be applicable.

12. Notice to the Surety, the Owner, or the Contractor must be mailed or delivered to the address shown on the page on which their signature appears.

13. When this Bond has been furnished to comply with a statutory or other legal requirement in the location where the construction was to be performed, any provision in this Bond conflicting with said

statutory or legal requirement will be deemed deleted therefrom and provisions conforming to such statutory or other legal requirement will be deemed incorporated herein. When so furnished, the intent is that this Bond will be construed as a statutory bond and not as a common law bond.

14. Definitions

    14.1. *Balance of the Contract Price*—The total amount payable by the Owner to the Contractor under the Construction Contract after all proper adjustments have been made including allowance for the Contractor for any amounts received or to be received by the Owner in settlement of insurance or other claims for damages to which the Contractor is entitled, reduced by all valid and proper payments made to or on behalf of the Contractor under the Construction Contract.

    14.2. *Construction Contract*—The agreement between the Owner and Contractor identified on the cover page, including all Contract Documents and changes made to the agreement and the Contract Documents.

    14.3. *Contractor Default*—Failure of the Contractor, which has not been remedied or waived, to perform or otherwise to comply with a material term of the Construction Contract.

    14.4. *Owner Default*—Failure of the Owner, which has not been remedied or waived, to pay the Contractor as required under the Construction Contract or to perform and complete or comply with the other material terms of the Construction Contract.

    14.5. *Contract Documents*—All the documents that comprise the agreement between the Owner and Contractor.

15. If this Bond is issued for an agreement between a contractor and subcontractor, the term Contractor in this Bond will be deemed to be Subcontractor and the term Owner will be deemed to be Contractor.

16. Modifications to this Bond are as follows: **[Describe modification or enter "None"]**

PAYMENT BOND
2025 DOWNTOWN ALLEY – PHASE 1
PROJECT NO. IFP 25-17(B) ELECTRICAL CONSTRUCTION SECTION

Contractor Name: **[Full formal name of Contractor]** Address *(principal place of business)*: **[Address of Contractor's principal place of business]**	**Surety** Name: **[Full formal name of Surety]** Address *(principal place of business)*: **[Address of Surety's principal place of business]**
Owner Name: **Idaho Falls Power** Mailing address *(principal place of business)*: **140 S. Capital Ave.** **Idaho Falls, ID 83402**	**Contract** Description *(name and location)*: **2025 Downtown Alley – Phase 1; Project No. IFP 25-17(B) Electrical Construction Section; Alley "A"** Contract Price: **$463,413.58** Effective Date of Contract: **08/14/2025**

Bond

Bond Amount: **$393,901.54**

Date of Bond: **08/14/2025**

(~~Date of Bond cannot be earlier than~~ Effective Date of Contract)

Modifications to this Bond form:

☐ None ☐ See Paragraph 18

Surety and Contractor, intending to be legally bound hereby, subject to the terms set forth in this Payment Bond, do each cause this Payment Bond to be duly executed by an authorized officer, agent, or representative.

Contractor as Principal	Surety
_____ *(Full formal name of Contractor)*	_____ *(Full formal name of Surety) (corporate seal)*
By: _____ *(Signature)*	By: _____ *(Signature)(Attach Power of Attorney)*
Name: _____ *(Printed or typed)*	Name: _____ *(Printed or typed)*
Title: _____	Title: _____
Attest: _____ *(Signature)*	Attest: _____ *(Signature)*
Name: _____ *(Printed or typed)*	Name: _____ *(Printed or typed)*
Title: _____	Title: _____

Notes: (1) Provide supplemental execution by any additional parties, such as joint venturers. (2) Any singular reference to Contractor, Surety, Owner, or other party is considered plural where applicable.

1. The Contractor and Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors, and assigns to the Owner to pay for labor, materials, and equipment furnished for use in the performance of the Construction Contract, which is incorporated herein by reference, subject to the following terms.
2. If the Contractor promptly makes payment of all sums due to Claimants, and defends, indemnifies, and holds harmless the Owner from claims, demands, liens, or suits by any person or entity seeking payment for labor, materials, or equipment furnished for use in the performance of the Construction Contract, then the Surety and the Contractor shall have no obligation under this Bond.
3. If there is no Owner Default under the Construction Contract, the Surety's obligation to the Owner under this Bond will arise after the Owner has promptly notified the Contractor and the Surety (at the address described in Paragraph 13) of claims, demands, liens, or suits against the Owner or the Owner's property by any person or entity seeking payment for labor, materials, or equipment furnished for use in the performance of the Construction Contract, and tendered defense of such claims, demands, liens, or suits to the Contractor and the Surety.
4. When the Owner has satisfied the conditions in Paragraph 3, the Surety shall promptly and at the Surety's expense defend, indemnify, and hold harmless the Owner against a duly tendered claim, demand, lien, or suit.
5. The Surety's obligations to a Claimant under this Bond will arise after the following:
    5.1. Claimants who do not have a direct contract with the Contractor
        5.1.1. have furnished a written notice of non-payment to the Contractor, stating with substantial accuracy the amount claimed and the name of the party to whom the materials were, or equipment was, furnished or supplied or for whom the labor was done or performed, within ninety (90) days after having last performed labor or last furnished materials or equipment included in the Claim; and
        5.1.2. have sent a Claim to the Surety (at the address described in Paragraph 13).
    5.2. Claimants who are employed by or have a direct contract with the Contractor have sent a Claim to the Surety (at the address described in Paragraph 13).
6. If a notice of non-payment required by Paragraph 5.1.1 is given by the Owner to the Contractor, that is sufficient to satisfy a Claimant's obligation to furnish a written notice of non-payment under Paragraph 5.1.1.
7. When a Claimant has satisfied the conditions of Paragraph 5.1 or 5.2, whichever is applicable, the Surety shall promptly and at the Surety's expense take the following actions:
    7.1. Send an answer to the Claimant, with a copy to the Owner, within sixty (60) days after receipt of the Claim, stating the amounts that are undisputed and the basis for challenging any amounts that are disputed; and
    7.2. Pay or arrange for payment of any undisputed amounts.
    7.3. The Surety's failure to discharge its obligations under Paragraph 7.1 or 7.2 will not be deemed to constitute a waiver of defenses the Surety or Contractor may have or acquire as to a Claim, except as to undisputed amounts for which the Surety and Claimant have reached agreement. If, however, the Surety fails to discharge its obligations under Paragraph 7.1 or 7.2, the Surety

shall indemnify the Claimant for the reasonable attorney's fees the Claimant incurs thereafter to recover any sums found to be due and owing to the Claimant.

8. The Surety's total obligation will not exceed the amount of this Bond, plus the amount of reasonable attorney's fees provided under Paragraph 7.3, and the amount of this Bond will be credited for any payments made in good faith by the Surety.

9. Amounts owed by the Owner to the Contractor under the Construction Contract will be used for the performance of the Construction Contract and to satisfy claims, if any, under any construction performance bond. By the Contractor furnishing and the Owner accepting this Bond, they agree that all funds earned by the Contractor in the performance of the Construction Contract are dedicated to satisfying obligations of the Contractor and Surety under this Bond, subject to the Owner's priority to use the funds for the completion of the work.

10. The Surety shall not be liable to the Owner, Claimants, or others for obligations of the Contractor that are unrelated to the Construction Contract. The Owner shall not be liable for the payment of any costs or expenses of any Claimant under this Bond, and shall have under this Bond no obligation to make payments to or give notice on behalf of Claimants, or otherwise have any obligations to Claimants under this Bond.

11. The Surety hereby waives notice of any change, including changes of time, to the Construction Contract or to related subcontracts, purchase orders, and other obligations.

12. No suit or action will be commenced by a Claimant under this Bond other than in a court of competent jurisdiction in the state in which the project that is the subject of the Construction Contract is located or after the expiration of one year from the date (1) on which the Claimant sent a Claim to the Surety pursuant to Paragraph 5.1.2 or 5.2, or (2) on which the last labor or service was performed by anyone or the last materials or equipment were furnished by anyone under the Construction Contract, whichever of (1) or (2) first occurs. If the provisions of this paragraph are void or prohibited by law, the minimum period of limitation available to sureties as a defense in the jurisdiction of the suit will be applicable.

13. Notice and Claims to the Surety, the Owner, or the Contractor must be mailed or delivered to the address shown on the page on which their signature appears. Actual receipt of notice or Claims, however accomplished, will be sufficient compliance as of the date received.

14. When this Bond has been furnished to comply with a statutory or other legal requirement in the location where the construction was to be performed, any provision in this Bond conflicting with said statutory or legal requirement will be deemed deleted here from and provisions conforming to such statutory or other legal requirement will be deemed incorporated herein. When so furnished, the intent is that this Bond will be construed as a statutory bond and not as a common law bond.

15. Upon requests by any person or entity appearing to be a potential beneficiary of this Bond, the Contractor and Owner shall promptly furnish a copy of this Bond or shall permit a copy to be made.

16. Definitions

    16.1. *Claim*—A written statement by the Claimant including at a minimum:

        16.1.1. The name of the Claimant;

        16.1.2. The name of the person for whom the labor was done, or materials or equipment furnished;

16.1.3. A copy of the agreement or purchase order pursuant to which labor, materials, or equipment was furnished for use in the performance of the Construction Contract;

16.1.4. A brief description of the labor, materials, or equipment furnished;

16.1.5. The date on which the Claimant last performed labor or last furnished materials or equipment for use in the performance of the Construction Contract;

16.1.6. The total amount earned by the Claimant for labor, materials, or equipment furnished as of the date of the Claim;

16.1.7. The total amount of previous payments received by the Claimant; and

16.1.8. The total amount due and unpaid to the Claimant for labor, materials, or equipment furnished as of the date of the Claim.

16.2. *Claimant*—An individual or entity having a direct contract with the Contractor or with a subcontractor of the Contractor to furnish labor, materials, or equipment for use in the performance of the Construction Contract. The term Claimant also includes any individual or entity that has rightfully asserted a claim under an applicable mechanic's lien or similar statute against the real property upon which the Project is located. The intent of this Bond is to include without limitation in the terms of "labor, materials, or equipment" that part of the water, gas, power, light, heat, oil, gasoline, telephone service, or rental equipment used in the Construction Contract, architectural and engineering services required for performance of the work of the Contractor and the Contractor's subcontractors, and all other items for which a mechanic's lien may be asserted in the jurisdiction where the labor, materials, or equipment were furnished.

16.3. *Construction Contract*—The agreement between the Owner and Contractor identified on the cover page, including all Contract Documents and all changes made to the agreement and the Contract Documents.

16.4. *Owner Default*—Failure of the Owner, which has not been remedied or waived, to pay the Contractor as required under the Construction Contract or to perform and complete or comply with the other material terms of the Construction Contract.

16.5. *Contract Documents*—All the documents that comprise the agreement between the Owner and Contractor.

17. If this Bond is issued for an agreement between a contractor and subcontractor, the term Contractor in this Bond will be deemed to be Subcontractor and the term Owner will be deemed to be Contractor.

18. Modifications to this Bond are as follows: **[Describe modification or enter "None"]**

REQUEST FOR PROPOSALS

IDAHO FALLS POWER
IDAHO FALLS, IDAHO

2025 Downtown Alley – Phase 1
General Construction Section
Project No. IFP 25-17(A)

This Request for Proposal (RFP) pertains to a project that was previously solicited through a formal bidding process. All submitted bids were subsequently rejected, as the proposed costs significantly exceeded the anticipated budget estimates. The scope of work includes the following updates:

- **The project no longer includes boring across the railroad and Yellowstone Highway;**
- **Trench depth updated to 36" from the bottom of trench;**
- **The crossing at Park - Conduit is already installed and both ends are marked with surface junction box**

Proposals for the construction of the Project will be received by Idaho Falls Power, 140 S Capital Ave., Idaho Falls, Idaho 83402, until **29 July 2025, at 1:30 p.m.** All RFPs will be opened at this time in the Boardroom at Idaho Falls Power. This deadline is required to meet the necessary timeline for contract approval at the City Council Meeting that will be held 14 August 2025. The intended project start date will be as soon as possible after City Council approval.

The Project includes the following Work:

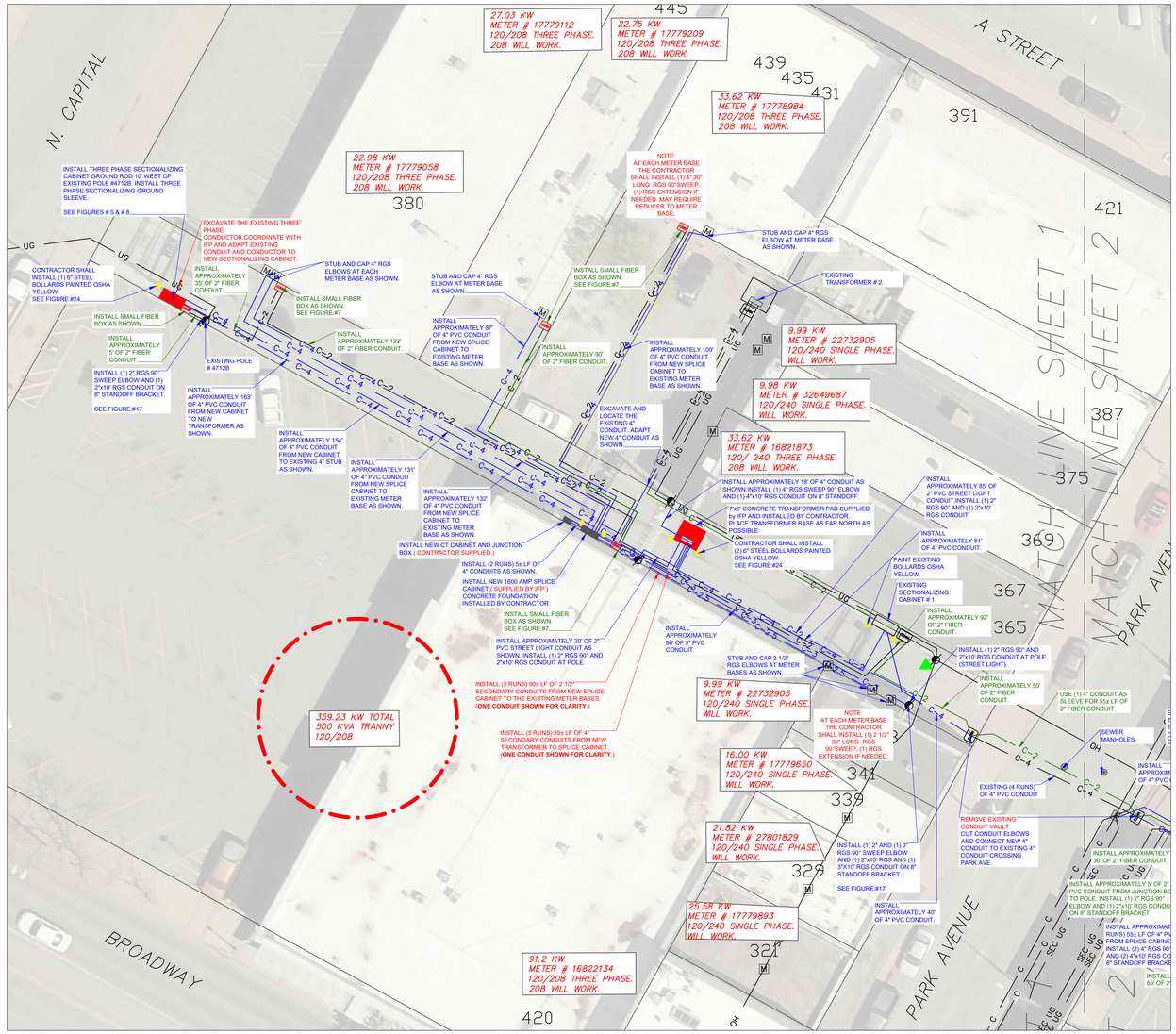
Installing conduit for underground electrical and fiber optic conduit in preparation of upgrading and undergrounding the electrical and communications infrastructure. Project to include the trenching, conduit installation, junction boxes, vaults, traffic control, and surface repair.

Instructions to Bidders

For all further requirements regarding bid submittal, qualifications, procedures, and contract award, refer to the Instructions to Bidders that are included in the Bidding Documents.

Proposals must be accompanied by Bid Security in the form of a bid bond, certified check, cashier's check or cash in the amount of 5% of the amount of the bid proposal. Said bid security shall be forfeited to the Idaho Falls Power as liquidated damages should the successful bidder fail to enter into contract in accordance with their proposal as specified in the Instructions to Bidders.

The City of Idaho Falls reserves the right to reject any or all proposals, waive any nonmaterial irregularities in the bids received, and to accept the proposal deemed most advantageous to the best interest of the City of Idaho Falls.



GENERAL CONSTRUCTION AND ELECTRICAL NOTES:

1. ALL NEW ELECTRICAL FACILITIES SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE CURRENT IDAHO FALLS POWER SERVICE POLICY. COORDINATE ALL ELECTRICAL CONSTRUCTION WITH IDAHO FALLS POWER.

2. PRIMARY SECTIONALIZING CABINETS, TRANSFORMER GROUND SLEEVES, SECONDARY PEDESTALS, FIBER BOXES, AND GROUND RODS SHALL BE PROVIDED BY IFP, BUT SHALL BE PICKED UP AT THE IFP WAREHOUSE AND/OR WEST SIDE YARD AND INSTALLED BY THE CONTRACTOR.

3. ALL PVC ELECTRIC CONDUITS SHALL BE PVC SCHEDULE 40 (SEE NOTE 5 AND 6 FOR EXCEPTIONS). ALL ELBOWS SHALL BE PVC SCHEDULE 40 LARGE RADIUS SWEEP (36") OR AS OTHERWISE SPECIFIED BY IFP (SEE NOTE 5 AND 6 FOR EXCEPTIONS). RGS CONDUIT MUST BE USED AT RISER POLES. CONDUITS MUST BE CAPPED AND LABELED TO IDENTIFY ROUTING.

4. THE MINIMUM POWER TRENCH SHALL HAVE A MINIMUM DEPTH OF FIFTY-FOUR INCHES (54") AND MAXIMUM DEPTH OF SIXTY INCHES (60") BELOW FINISH GRADE (CONDUIT TO BE INSTALLED 48" BELOW FINISH GRADE). INCLUDING 6" OF SAND BEDDING BELOW AND ABOVE TOP OF CONDUITS. MINIMUM TRENCH WIDTH SHALL BE TWENTY-FOUR INCHES (24"). UNLESS OTHERWISE NOTED. ALL PRIMARY CONDUIT MUST HAVE A MINIMUM OF ONE (1) FOOT SEPARATION BETWEEN OTHER CONDUITS IN TRENCH. BOTTOM OF TRENCHES MUST BE LEVEL FOR CONDUIT INSTALLATION. ALL TRENCHES AND CONDUITS (INCLUDING ROAD CROSSINGS) MUST BE INSPECTED BY IDAHO FALLS POWER PRIOR TO BACK-FILLING. BACKFILL AND COMPACT ALL TRENCHES TO A MINIMUM OF 95% OF MAX DENSITY.

5. MINIMUM CONDUIT DEPTH CAN BE REDUCED TO EIGHTEEN INCHES (18") OF COVER BELOW FINAL GRADE THROUGH BASALT OR OTHER ROCK UPON PRIOR APPROVAL OF IFP. RIGID GALVANIZED STEEL (RGS) CONDUIT SHALL BE PROVIDED AND INSTALLED BY THE CONTRACTOR. IFP WILL SPECIFY THE CONDUIT SIZE.

6. 2" HDPE SDR 13.5 CONTINUOUS DUCT WITH PRE-LUBRICATED RIBBED INTERIOR WALL CAN BE UTILIZED BY THE CONTRACTOR INSTEAD OF 2 ½" PVC SCHEDULE 40 AS SPECIFIED ON THE CONTRACTOR MAP FOR PROPOSED 1/0 SINGLE PHASE PRIMARY CONDUCTOR. CONDUIT TO BE RED IN COLOR OR BLACK WITH RED STRIPES (RED CONDUIT PREFERRED). IF POSSIBLE HDPE TO BE ORDERED WITH "IFP" STAMPED ON CONDUIT. THE HDPE CAN BE TURNED UP INSIDE OF GROUND SLEEVES OR CONTRACTOR MAY TRANSITION TO 2" PVC SCHEDULE 40 LARGE RADIUS SWEEP (36") WITH PERMA-GUARD/UL FITTINGS BY ARNCO SHUR-LOCK II OR APPROVED EQUAL BY IFP.

7. CONTRACTOR / DEVELOPER TO INSTALL A 2500 LB MULE TAPE STRING THROUGH EACH PRIMARY POWER CONDUIT RUN NO MORE THAN 75 LF, ALL SERVICES FROM THE METER BASE TO THE TRANSFORMER / SECONDARY PEDESTAL, AND INSTALL PULL STRING FOR FIBER OPTIC CONDUIT RUNS.

8. THE DEVELOPER/CONTRACTOR SHALL PROVIDE ALL STAKING AND LAYOUT OF NEW ELECTRICAL AND FIBER FACILITIES INCLUDING POWER POLES. ALL LOT CORNERS ADJACENT TO ALL POWER TRENCHES MUST BE CLEARLY MARKED FOR INSTALLATION OF ELECTRICAL FACILITIES.

9. THE CONTRACTOR SHALL RETAIN AND PROTECT ALL EXISTING CITY POWER POLES AND ELECTRICAL AND FIBER FACILITIES DURING CONSTRUCTION. ALSO, REPAIR / REPLACE ALL CONCRETE, ASPHALT, AND LANDSCAPING THAT IS DISTURBED DURING CONSTRUCTION.

10. IT SHALL BE THE CUSTOMER OR CONTRACTOR'S RESPONSIBILITY TO PROVIDE ILLUMINATION (STREET LIGHTS) ALONG OR WITHIN THE PUBLIC RIGHTS-OF-WAY CONTAINED WITHIN A NEW DEVELOPMENT.

11. ALL NEW LIGHT POLE FOUNDATIONS AND LIGHTING CONDUITS SHALL BE CONSTRUCTED BY THE CONTRACTOR IN ACCORDANCE WITH CURRENT CITY OF IDAHO FALLS STANDARD DRAWINGS AND SPECIFICATIONS. IFP WILL FURNISH TO THE CONTRACTOR A BOLT HOLE TEMPLATE (PENDING AVAILABILITY), ANCHOR BOLTS, NUTS, WASHERS, GROUNDING BUTT PLATE, AND GROUND WIRE NEEDED FOR THE INSTALLATION OF THE LIGHT POLES.

12. IFP WILL INSTALL POLES AND LUMINAIRES WITH THE COST OF MATERIALS PAID BY THE CONTRACTOR PRIOR TO INSTALLATION.

13. ON ALL SUBDIVISIONS THE PADMOUNTED EQUIPMENT (INCLUDING GROUND SLEEVES / PEDESTALS, ETC.) WILL NOT BE PROVIDED OR SET UNTIL CURB AND GUTTER HAS BEEN INSTALLED. IDAHO FALLS POWER WILL PROVIDE GROUND RODS AND CONTRACTOR WILL INSTALL GROUND RODS PRIOR TO INSTALLATION OF CONDUIT.

NOTE:

ALL 2S METER BASES WILL HAVE TO HAVE A 5TH JAW INSTALLED OR REPLACED WITH A 5 JAW METER BASE.

LEGEND (NEW CONSTRUCTION)

- C-2 / C-2 — EXISTING 2" SCHEDULE 40 PVC CONDUIT (FIBER)
- C-2 / C-2 — INSTALL 2" SCHEDULE 40 PVC CONDUIT (FIBER)
- C-2 / C-2 — EXISTING 2" SCHEDULE 40 PVC CONDUIT
- C-2 / C-2 — INSTALL 2" SCHEDULE 40 PVC CONDUIT
- C-2.5 — EXISTING 2-1/2" SCHEDULE 40 PVC CONDUIT
- C-2.5 — INSTALL 2-1/2" SCHEDULE 40 PVC CONDUIT
- C-3 / C-3 — EXISTING 3" SCHEDULE 40 PVC CONDUIT
- C-3 / C-3 — INSTALL 3" SCHEDULE 40 PVC CONDUIT
- C-4 / C-4 — EXISTING 4" SCHEDULE 40 PVC CONDUIT
- C-4 / C-4 — INSTALL 4" SCHEDULE 40 PVC CONDUIT
- OH 1PH-A — INSTALL SINGLE PHASE A PRIMARY OVER-HEAD CONDUCTOR
- OH 1PH-A — EXISTING SINGLE PHASE A PRIMARY OVER-HEAD CONDUCTOR
- UG 1PH-A — INSTALL SINGLE PHASE A PRIMARY UNDERGROUND CONDUCTOR IN 2-1/2" SCHEDULE 40 PVC CONDUIT
- UG 1PH-A — EXISTING SINGLE PHASE A PRIMARY UNDERGROUND CONDUCTOR
- OH 1PH-B — INSTALL SINGLE PHASE B PRIMARY OVER-HEAD CONDUCTOR
- OH 1PH-B — EXISTING SINGLE PHASE B PRIMARY OVER-HEAD CONDUCTOR
- UG 1PH-B — INSTALL SINGLE PHASE B PRIMARY UNDERGROUND CONDUCTOR IN 2-1/2" SCHEDULE 40 PVC CONDUIT
- UG 1PH-B — EXISTING SINGLE PHASE B PRIMARY UNDERGROUND CONDUCTOR
- OH 1PH-C — INSTALL SINGLE PHASE C PRIMARY OVER-HEAD CONDUCTOR
- OH 1PH-C — EXISTING SINGLE PHASE C PRIMARY OVER-HEAD CONDUCTOR
- UG 1PH-C — INSTALL SINGLE PHASE C PRIMARY UNDERGROUND CONDUCTOR IN 2-1/2" SCHEDULE 40 PVC CONDUIT
- UG 1PH-C — EXISTING SINGLE PHASE C PRIMARY UNDERGROUND CONDUCTOR
- FO / FO — EXISTING IDAHO FALLS FIBER OPTIC LINE
- FO / FO — INSTALL IDAHO FALLS FIBER OPTIC LINE IN 2" SCHEDULE 40 PVC CONDUIT
- OH / OH — INSTALL THREE PHASE PRIMARY OVER-HEAD CONDUCTOR
- UG / UG — INSTALL THREE PHASE PRIMARY UNDERGROUND CONDUCTOR IN 4" SCHEDULE 40 PVC CONDUIT
- OH / OH — EXISTING THREE PHASE PRIMARY OVER-HEAD CONDUCTOR
- UG / UG — EXISTING THREE PHASE PRIMARY UNDERGROUND CONDUCTOR
- SEC OH — INSTALL SECONDARY OVER-HEAD CONDUCTOR
- SEC OH — EXISTING SECONDARY OVER-HEAD CONDUCTOR
- SEC UG — INSTALL SECONDARY UNDERGROUND CONDUCTOR
- SEC UG — EXISTING SECONDARY UNDERGROUND CONDUCTOR
- EXISTING PARCEL LINE
- EXISTING EASEMENT LINE
- INSTALL THREE PHASE TRANSFORMER PAD (6'X 7' - SMALL OR 7'X8') (BY CONTRACTOR) INSTALL THREE PHASE TRANSFORMER (BY IDAHO FALLS POWER)
- EXISTING THREE PHASE TRANSFORMER (7'X 8')
- INSTALL SINGLE / THREE PHASE SECTIONALIZING CABINET BASE (PROVIDED BY IDAHO FALLS POWER-INSTALLED BY CONTRACTOR) INSTALL SINGLE / THREE PHASE SECTIONALIZING CABINET (BY IDAHO FALLS POWER)
- EXISTING SINGLE / THREE PHASE SECTIONALIZING CABINET
- INSTALL SINGLE PHASE TRANSFORMER BASE (PROVIDED BY IDAHO FALLS POWER-INSTALLED BY CONTRACTOR). INSTALL ONE -10' LENGTH OF 2-1/2" PVC SECONDARY SERVICE CONDUIT FROM THE CENTER OF EACH TRANSFORMER IN BOTH DIRECTIONS AT 45° ANGLE INTO EACH LOT. UNLESS OTHERWISE NOTED. CAP END OF CONDUITS AND MARK WITH 2X4).
- EXISTING SINGLE PHASE TRANSFORMER
- INSTALL POWER POLE / INSTALL POWER POLE WITH ANCHOR GUY
- EXISTING POWER POLE / EXISTING POWER POLE WITH ANCHOR GUY
- INSTALL POWER POLE WITH OVER-HEAD TRANSFORMER (PHASE NOTED BY COLOR)
- EXISTING POWER POLE WITH OVER-HEAD TRANSFORMER TO BE MOVED OR REMOVED
- INSTALL CITY OF IDAHO FALLS STANDARD STREET LIGHT
- EXISTING CITY OF IDAHO FALLS STANDARD STREET LIGHT
- CONN — INSTALL SMALL/LARGE FIBER OPTIC JUNCTION BOX
- CONN — EXISTING SMALL/LARGE FIBER OPTIC JUNCTION BOX
- INSTALL SECONDARY PEDESTAL(PROVIDED BY IDAHO FALLS POWER-INSTALLED BY CONTRACTOR). INSTALL ONE -10' LENGTH OF 2-1/2" PVC SECONDARY SERVICE CONDUIT FROM THE CENTER OF EACH SECONDARY PEDESTAL IN BOTH DIRECTIONS AT 45° ANGLE INTO EACH LOT. UNLESS OTHERWISE NOTED. CAP END OF CONDUITS AND MARK WITH 2X4).
- P — EXISTING SECONDARY PEDESTAL
- M — EXISTING METER
- J — INSTALL JUNCTION BOX
- J — EXISTING JUNCTION BOX

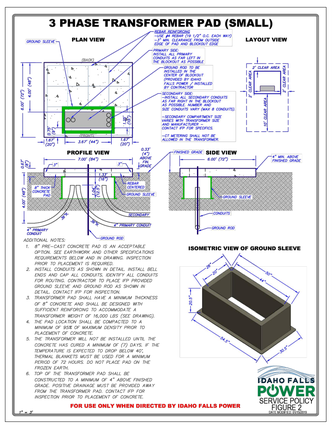
N

0 10 20 40

1 " = 20'

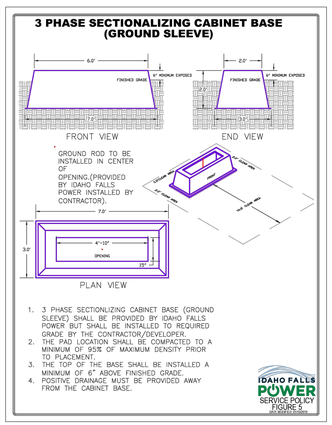
CONTRACTOR'S MAP

3 PHASE TRANSFORMER PAD (SMALL)



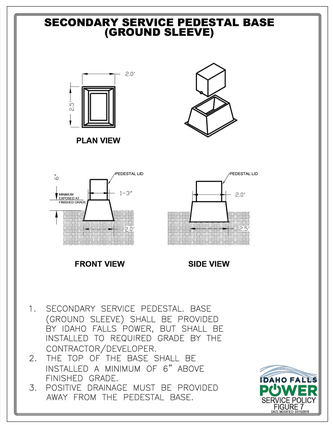
ADDITIONAL NOTES:
1. 6" PRE-CAST CONCRETE PAD IS AN ACCEPTABLE OPTION. SEE EARTHWORK AND OTHER SPECIFICATIONS FOR PLACEMENT BELOW AND SHOWING INSPECTION PRIOR TO PLACEMENT IS REQUIRED.
2. INSTALL CONDUITS AS SHOWN IN DETAIL. INSTALL BELL ENDS AND CAP ALL CONDUITS. IDENTIFY ALL CONDUITS FOR ROUTING. CONTRACTOR TO PLACE IFP PROVIDED GROUND ROD AS SHOWN IN DETAIL. CONTACT IFP FOR INSPECTION.
3. TRANSFORMER PAD SHALL HAVE A MINIMUM THICKNESS OF 6" CONCRETE AND SHALL BE DESIGNED WITH SUFFICIENT REINFORCING TO ACCOMMODATE A TRANSFORMER WEIGHING UP TO 8,000 LBS (SEE DRAWING).
4. THE PAD LOCATION SHALL BE COMPACTED TO A MINIMUM OF 95% OF MAXIMUM DENSITY PRIOR TO PLACEMENT OF CONCRETE.
5. THE TRANSFORMER WILL NOT BE INSTALLED UNTIL THE CONCRETE HAS CURED A MINIMUM OF (7) DAYS. IF THE TEMPERATURE IS EXPECTED TO DROP BELOW 40 DEGREES F. DURING THE CURING OR SETTLING PERIOD OF 72 HOURS, DO NOT PLACE PAD ON THE FROZEN EARTH.
6. TOP OF THE TRANSFORMER PAD SHALL BE CONSTRUCTED TO A MINIMUM OF 4" ABOVE FINISHED GRADE. POSITIVE DRAINAGE MUST BE PROVIDED AWAY FROM THE TRANSFORMER PAD. CONTACT IFP FOR INSPECTION PRIOR TO PLACEMENT OF CONCRETE.

3 PHASE SECTIONALIZING CABINET BASE (GROUND SLEEVE)



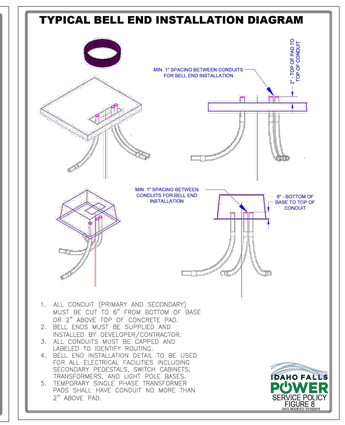
1. 3 PHASE SECTIONLIZING CABINET BASE (GROUND SLEEVE) SHALL BE PROVIDED BY IDAHO FALLS POWER BUT SHALL BE INSTALLED TO REQUIRED GRADE BY THE CONTRACTOR/DEVELOPER.
2. THE PAD LOCATION SHALL BE COMPACTED TO A MINIMUM OF 95% OF MAXIMUM DENSITY PRIOR TO PLACEMENT.
3. THE TOP OF THE BASE SHALL BE INSTALLED A MINIMUM OF 6" ABOVE FINISHED GRADE.
4. POSITIVE DRAINAGE MUST BE PROVIDED AWAY FROM THE CABINET BASE.

SECONDARY SERVICE PEDESTAL BASE (GROUND SLEEVE)



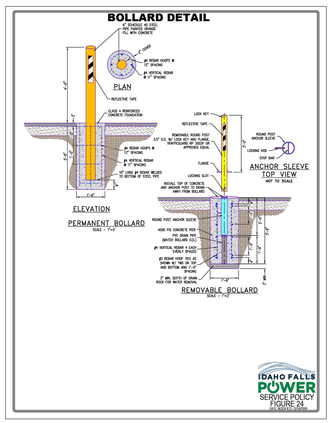
1. SECONDARY SERVICE PEDESTAL BASE (GROUND SLEEVE) SHALL BE PROVIDED BY IDAHO FALLS POWER, BUT SHALL BE INSTALLED TO REQUIRED GRADE BY THE CONTRACTOR/DEVELOPER.
2. THE TOP OF THE BASE SHALL BE INSTALLED A MINIMUM OF 6" ABOVE FINISHED GRADE.
3. POSITIVE DRAINAGE MUST BE PROVIDED AWAY FROM THE PEDESTAL BASE.

TYPICAL BELL END INSTALLATION DIAGRAM



1. ALL CONDUIT (PRIMARY AND SECONDARY) MUST BE CUT TO 6" FROM BOTTOM OF BASE OR 2" ABOVE TOP OF CONCRETE PAD.
2. BELL ENDS MUST BE SUPPLIED AND INSTALLED BY DEVELOPER/CONTRACTOR.
3. ALL CONDUITS MUST BE CAPPED AND LABELED TO IDENTIFY ROUTING.
4. BELL END INSTALLATION DETAIL TO BE USED FOR ALL ELECTRICAL FACILITIES INCLUDING SECONDARY PEDESTALS, SWITCH CABINETS, TRANSFORMERS, AND LIGHT POLE BASES.
5. TEMPORARY SINGLE PHASE TRANSFORMER PADS SHALL HAVE CONDUIT NO MORE THAN 2" ABOVE PAD.

BOLLARD DETAIL



811
Know what's below.
Call before you dig.

NOT ALL LINES ON THIS MAP ARE TO THE SCALE SHOWN ABOVE. SOME LINES ARE OUT OF SCALE AND ALIGNMENT. USE FOR REPRESENTATIONAL PURPOSES ONLY. DO NOT USE SCALED DISTANCES AS A SUBSTITUTE FOR DIMENSIONS. YOU HAVE BEEN CONTACTED BECAUSE THERE ARE KNOWN ELECTRICAL FACILITIES (CONDUIT, TRENCHES, POLES, LIGHT POLES, TRANS., SECTION CABINETS, PEDESTALS, ETC.) SHOWN ON THIS MAP. PLEASE CONTACT NATHAN ANDERSON, JOHN MORGAN, GRANT CAMPBELL, OR ALAN CUNNINGHAM.

IDAHO FALLS POWER MUST INSPECT ALL TRENCHES PRIOR TO BACKFILL. CONTACT IDAHO FALLS POWER, NATHAN ANDERSON (208) 497-7362

Downtown Alley Phase One

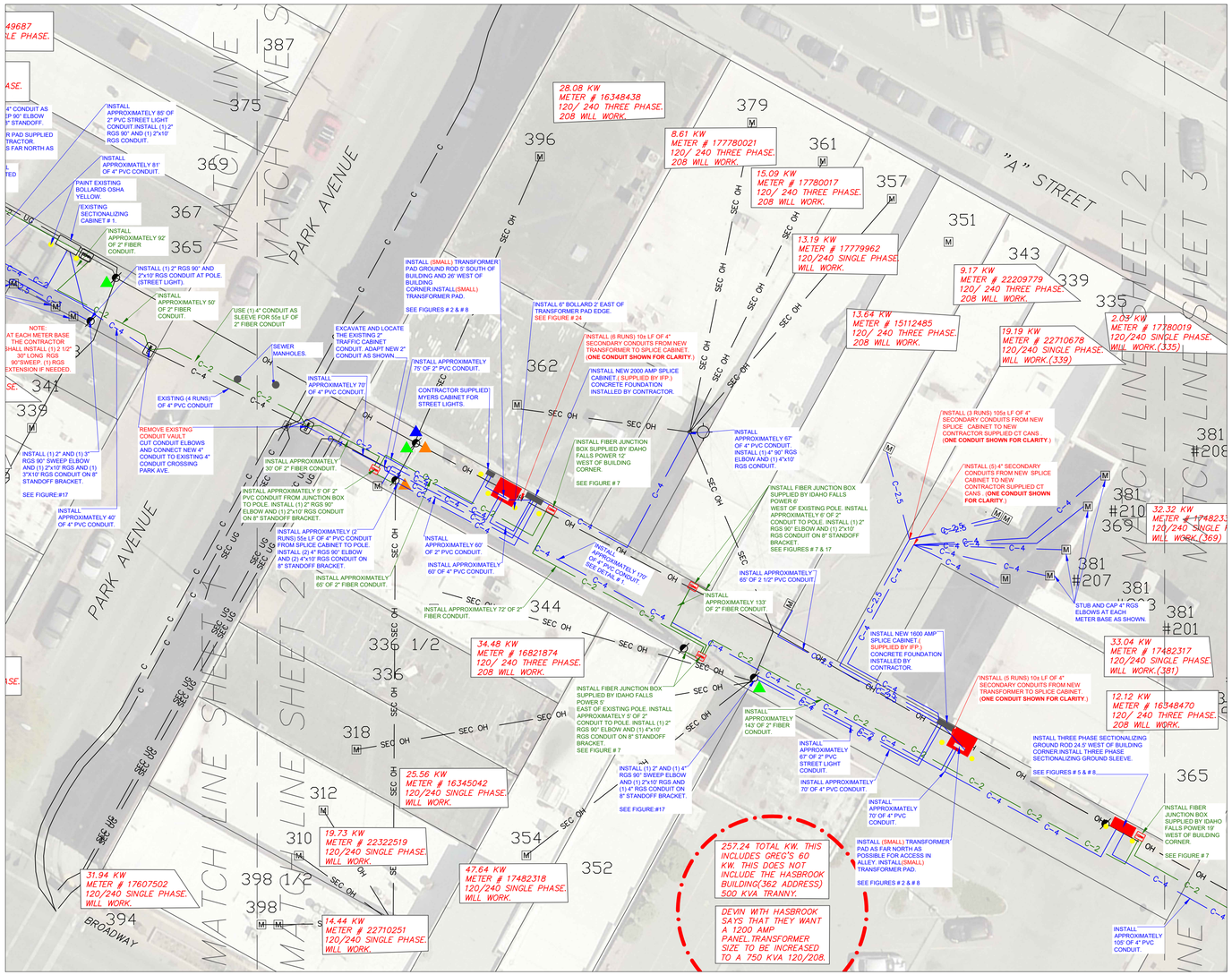
CITY OF IDAHO FALLS, IDAHO
T.2 N. R.38 E. B.M. SECTION 19 Plate 3

CadFile: Downtown Alley Phase 1

IDAHO FALLS POWER
140 South Capital Ave.
PO Box 50220
Idaho Falls, ID 83405-0220
Telephone: 208-612-8430

Date:	April 2019
Designed By:	JM
Reviewed By:	LB
Scale:	1"=20'
Work Request No.	46902
Sheet:	1 of 5

REVISION: January 2024	REVISION:
REVISION:	REVISION:



GENERAL CONSTRUCTION AND ELECTRICAL NOTES:

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3. ALL PVC ELECTRIC CONDUITS SHALL BE PVC SCHEDULE 40 (SEE NOTE 5 AND 6 FOR EXCEPTIONS). ALL ELBOWS SHALL BE PVC SCHEDULE 40 LARGE RADIUS SWEEP (36") OR AS OTHERWISE SPECIFIED BY IFP (SEE NOTE 5 AND 6 FOR EXCEPTIONS) ROAD CROSSINGS) MUST BE INSPECTED BY IDAHO FALLS POWER PRIOR TO BACK-FILLING. BACKFILL AND COMPACT ALL TRENCHES TO A MINIMUM OF 95% OF MAX DENSITY.

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5. MINIMUM CONDUIT DEPTH CAN BE REDUCED TO EIGHTEEN INCHES (18") OF COVER BELOW FINAL GRADE THROUGH BASALT OR OTHER ROCK UPON PRIOR APPROVAL OF IFP. RIGID GALVANIZED STEEL (RGS) CONDUIT SHALL BE PROVIDED AND INSTALLED BY THE CONTRACTOR. IFP WILL SPECIFY THE CONDUIT SIZE.

6. 2" HDPE SDR 13.5 CONTINUOUS DUCT WITH PRE-LUBRICATED RIBBED INTERIOR WALL CAN BE UTILIZED BY THE CONTRACTOR INSTEAD OF 2 ½" PVC SCHEDULE 40 AS SPECIFIED ON THE CONTRACTOR MAP FOR PROPOSED 1/0 SINGLE PHASE PRIMARY CONDUCTOR. CONDUIT TO BE RED IN COLOR OR BLACK WITH RED STRIPES (RED CONDUIT PREFERRED). IF POSSIBLE HDPE TO BE ORDERED WITH "IFP" STAMPED ON CONDUIT. THE HDPE CAN BE TURNED UP INSIDE OF GROUND SLEEVES OR CONTRACTOR MAY TRANSITION TO 2" PVC SCHEDULE 40 LARGE RADIUS SWEEP (36") WITH PERMA-GUARD/UL FITTINGS BY ARNCO SHUR-LOCK II OR APPROVED EQUAL BY IFP.

7. CONTRACTOR / DEVELOPER TO INSTALL A 2500 LB MULE TAPE STRING THROUGH EACH PRIMARY POWER CONDUIT RUN MORE THAN 75 LF, ALL SERVICES FROM THE METER BASE TO THE TRANSFORMER / SECONDARY PEDESTAL, AND INSTALL PULL STRING FOR FIBER OPTIC CONDUIT RUNS.

8. THE DEVELOPER/CONTRACTOR SHALL PROVIDE ALL STAKING AND LAYOUT OF NEW ELECTRICAL AND FIBER FACILITIES INCLUDING POWER POLES. ALL LOT CORNERS ADJACENT TO ALL POWER TRENCHES MUST BE CLEARLY MARKED FOR INSTALLATION OF ELECTRICAL FACILITIES.

9. THE CONTRACTOR SHALL RETAIN AND PROTECT ALL EXISTING CITY POWER POLES AND ELECTRICAL AND FIBER FACILITIES DURING CONSTRUCTION. ALSO, REPAIR / REPLACE ALL CONCRETE, ASPHALT, AND LANDSCAPING THAT IS DISTURBED DURING CONSTRUCTION.

10. IT SHALL BE THE CUSTOMER OR CONTRACTOR'S RESPONSIBILITY TO PROVIDE ILLUMINATION (STREET LIGHTS) ALONG OR WITHIN THE PUBLIC RIGHTS-OF-WAY CONTAINED WITHIN A NEW DEVELOPMENT.

11. ALL NEW LIGHT POLE FOUNDATIONS AND LIGHTING CONDUITS SHALL BE CONSTRUCTED BY THE CONTRACTOR IN ACCORDANCE WITH CURRENT CITY OF IDAHO FALLS STANDARD DRAWINGS AND SPECIFICATIONS. IFP WILL FURNISH TO THE CONTRACTOR A BOLT HOLE TEMPLATE (PENDING AVAILABILITY), ANCHOR BOLTS, NUTS, WASHERS, GROUNDING BUTT PLATE, AND GROUND WIRE NEEDED FOR THE INSTALLATION OF THE LIGHT POLES.

12. IFP WILL INSTALL POLES AND LUMINAIRES WITH THE COST OF MATERIALS PAID BY THE CONTRACTOR PRIOR TO INSTALLATION.

13. ON ALL SUBDIVISIONS THE PADMOUNTED EQUIPMENT (INCLUDING GROUND SLEEVES / PEDESTALS, ETC.) WILL NOT BE PROVIDED OR SET UNTIL CURB AND GUTTER HAS BEEN INSTALLED. IDAHO FALLS POWER WILL PROVIDE GROUND RODS AND CONTRACTOR WILL INSTALL GROUND RODS PRIOR TO INSTALLATION OF CONDUIT.

NOTE:

ALL 2S METER BASES WILL HAVE TO HAVE A 5TH JAW INSTALLED OR REPLACED WITH A 5 JAW METER BASE. INCLUDING METER'S INSIDE OF BUILDINGS.

LEGEND (NEW CONSTRUCTION)

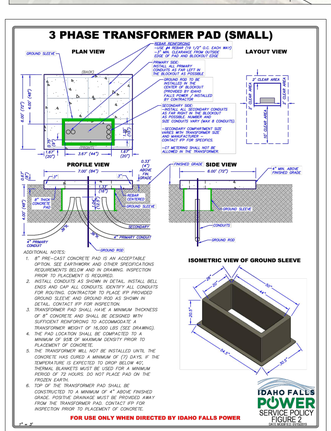
- C-2 / C-2 — EXISTING 2" SCHEDULE 40 PVC CONDUIT (FIBER)
- C-2 / C-2 — INSTALL 2" SCHEDULE 40 PVC CONDUIT (FIBER)
- C-2 / C-2 — EXISTING 2" SCHEDULE 40 PVC CONDUIT
- C-2 / C-2 — INSTALL 2" SCHEDULE 40 PVC CONDUIT
- C-2.5 — EXISTING 2-1/2" SCHEDULE 40 PVC CONDUIT
- C-2.5 — INSTALL 2-1/2" SCHEDULE 40 PVC CONDUIT
- C-3 / C-3 — EXISTING 3" SCHEDULE 40 PVC CONDUIT
- C-3 / C-3 — INSTALL 3" SCHEDULE 40 PVC CONDUIT
- C-4 / C-4 — EXISTING 4" SCHEDULE 40 PVC CONDUIT
- C-4 / C-4 — INSTALL 4" SCHEDULE 40 PVC CONDUIT
- OH 1PH–A — INSTALL SINGLE PHASE A PRIMARY OVER-HEAD CONDUCTOR
- OH 1PH–A — EXISTING SINGLE PHASE A PRIMARY OVER-HEAD CONDUCTOR
- UG 1PH–A — INSTALL SINGLE PHASE A PRIMARY UNDERGROUND CONDUCTOR IN 2-1/2" SCHEDULE 40 PVC CONDUIT
- UG 1PH–A — EXISTING SINGLE PHASE A PRIMARY UNDERGROUND CONDUCTOR
- OH 1PH–B — INSTALL SINGLE PHASE B PRIMARY OVER-HEAD CONDUCTOR
- OH 1PH–B — EXISTING SINGLE PHASE B PRIMARY OVER-HEAD CONDUCTOR
- UG 1PH–B — INSTALL SINGLE PHASE B PRIMARY UNDERGROUND CONDUCTOR IN 2-1/2" SCHEDULE 40 PVC CONDUIT
- UG 1PH–B — EXISTING SINGLE PHASE B PRIMARY UNDERGROUND CONDUCTOR
- OH 1PH–C — INSTALL SINGLE PHASE C PRIMARY OVER-HEAD CONDUCTOR
- OH 1PH–C — EXISTING SINGLE PHASE C PRIMARY OVER-HEAD CONDUCTOR
- UG 1PH–C — INSTALL SINGLE PHASE C PRIMARY UNDERGROUND CONDUCTOR IN 2-1/2" SCHEDULE 40 PVC CONDUIT
- UG 1PH–C — EXISTING SINGLE PHASE C PRIMARY UNDERGROUND CONDUCTOR
- FO / FO — EXISTING IDAHO FALLS FIBER OPTIC LINE
- FO / FO — INSTALL IDAHO FALLS FIBER OPTIC LINE IN 2" SCHEDULE 40 PVC CONDUIT
- OH / OH — INSTALL THREE PHASE PRIMARY OVER-HEAD CONDUCTOR
- UG / UG — INSTALL THREE PHASE PRIMARY UNDERGROUND CONDUCTOR IN 4" SCHEDULE 40 PVC CONDUIT
- OH / OH — EXISTING THREE PHASE PRIMARY OVER-HEAD CONDUCTOR
- UG / UG — EXISTING THREE PHASE PRIMARY UNDERGROUND CONDUCTOR
- SEC OH / SEC OH — INSTALL SECONDARY OVER-HEAD CONDUCTOR
- SEC OH / SEC OH — EXISTING SECONDARY OVER-HEAD CONDUCTOR
- SEC UG / SEC UG — INSTALL SECONDARY UNDERGROUND CONDUCTOR
- SEC UG / SEC UG — EXISTING SECONDARY UNDERGROUND CONDUCTOR
- EXISTING PARCEL LINE
- EXISTING EASEMENT LINE
- INSTALL THREE PHASE TRANSFORMER PAD (6'X 7' - SMALL OR 7'X8') (BY CONTRACTOR) / INSTALL THREE PHASE TRANSFORMER (BY IDAHO FALLS POWER)
- EXISTING THREE PHASE TRANSFORMER (7'X 8')
- INSTALL SINGLE / THREE PHASE SECTIONALIZING CABINET BASE (PROVIDED BY IDAHO FALLS POWER-INSTALLED BY CONTRACTOR) INSTALL SINGLE / THREE PHASE SECTIONALIZING CABINET (BY IDAHO FALLS POWER)
- EXISTING SINGLE / THREE PHASE SECTIONALIZING CABINET
- INSTALL SINGLE PHASE TRANSFORMER BASE (PROVIDED BY IDAHO FALLS POWER-INSTALLED BY CONTRACTOR). INSTALL ONE -10' LENGTH OF 2-1/2" PVC SECONDARY SERVICE CONDUIT FROM THE CENTER OF EACH TRANSFORMER IN BOTH DIRECTIONS AT 45° ANGLE INTO EACH LOT. UNLESS OTHERWISE NOTED. CAP END OF CONDUITS AND MARK WITH 2X4).
- EXISTING SINGLE PHASE TRANSFORMER
- INSTALL POWER POLE / INSTALL POWER POLE WITH ANCHOR GUY
- EXISTING POWER POLE / EXISTING POWER POLE WITH ANCHOR GUY
- INSTALL POWER POLE WITH OVER-HEAD TRANSFORMER (PHASE NOTED BY COLOR)
- EXISTING POWER POLE WITH OVER-HEAD TRANSFORMER TO BE MOVED OR REMOVED
- INSTALL CITY OF IDAHO FALLS STANDARD STREET LIGHT
- EXISTING CITY OF IDAHO FALLS STANDARD STREET LIGHT
- INSTALL SMALL/LARGE FIBER OPTIC JUNCTION BOX (SJBH / LJBH)
- EXISTING SMALL/LARGE FIBER OPTIC JUNCTION BOX (SJBH / LJBH)
- INSTALL SECONDARY PEDESTAL(PROVIDED BY IDAHO FALLS POWER-INSTALLED BY CONTRACTOR). INSTALL ONE -10' LENGTH OF 2-1/2" PVC SECONDARY SERVICE CONDUIT FROM THE CENTER OF EACH SECONDARY PEDESTAL IN BOTH DIRECTIONS AT 45° ANGLE INTO EACH LOT. UNLESS OTHERWISE NOTED. CAP END OF CONDUITS AND MARK WITH 2X4).
- EXISTING SECONDARY PEDESTAL (P)
- EXISTING METER (M)
- INSTALL JUNCTION BOX (JB)
- EXISTING JUNCTION BOX (JB)

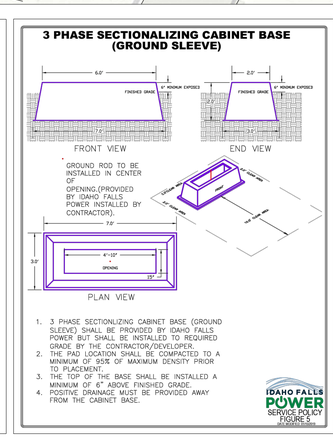
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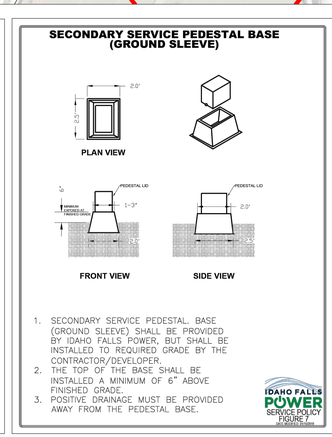
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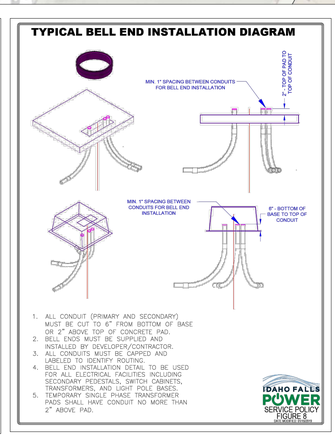
1 " = 20'

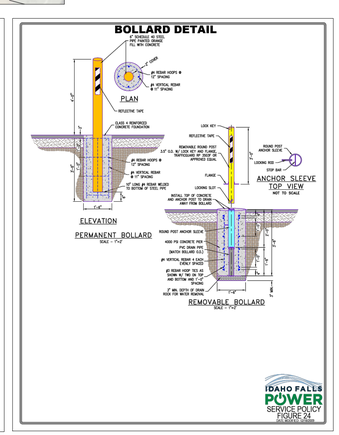
CONTRACTOR'S MAP











811
Know what's below.
Call before you dig.

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IDAHO FALLS POWER MUST INSPECT ALL TRENCHES PRIOR TO BACKFILL. CONTACT IDAHO FALLS POWER, NATHAN ANDERSON (208) 497-7362

Downtown Alley Phase One

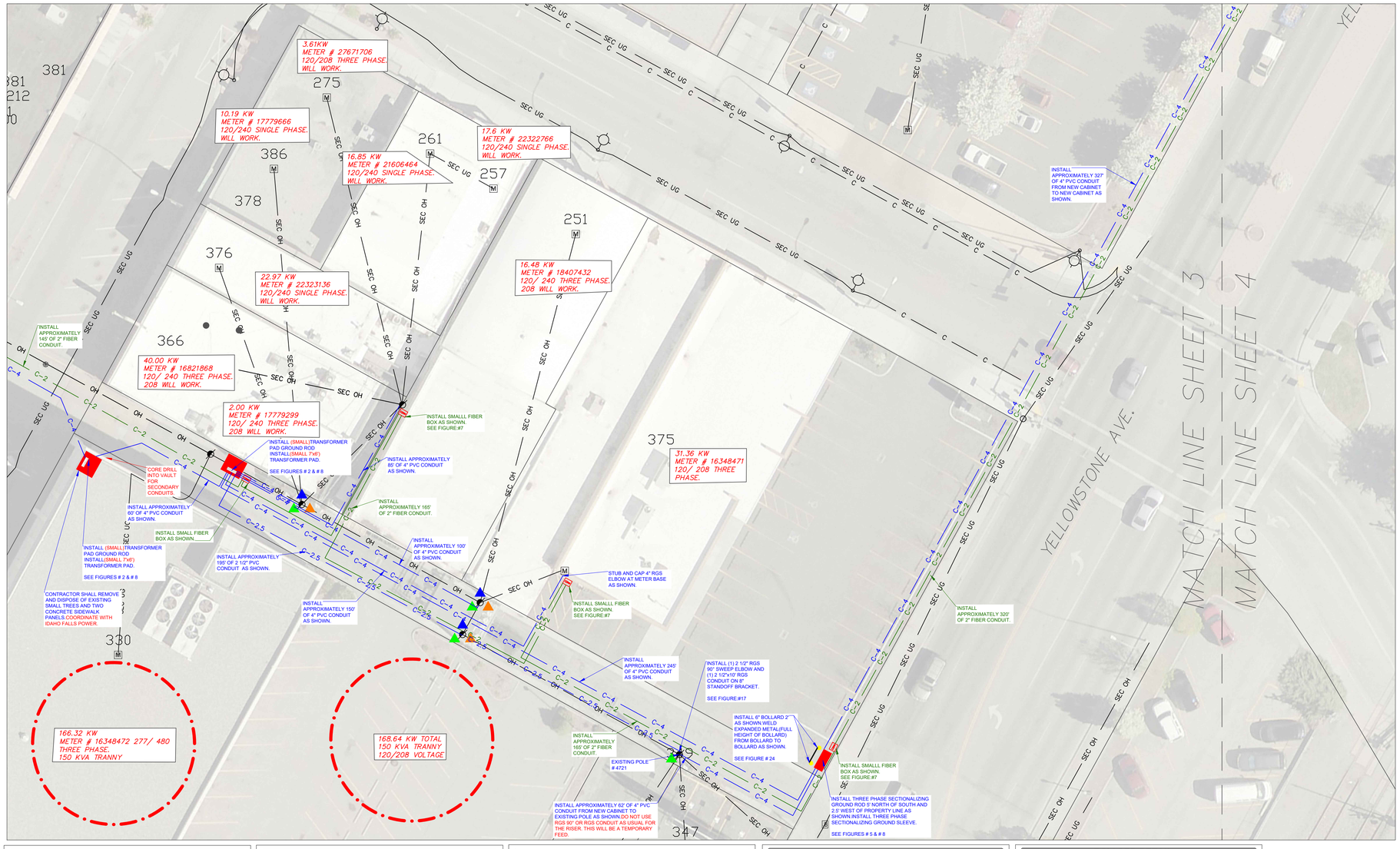
CITY OF IDAHO FALLS, IDAHO
T.2 N. R.38 E. B.M. SECTION 19 Plate 3

CadFile: Downtown Alley Phase 1

IDAHO FALLS POWER
140 South Capital Ave.
PO Box 50220
Idaho Falls, ID 83405-0220
Telephone: 208-612-8430

Date:	April 2019
Designed By:	JM
Reviewed By:	LB
Scale:	1"=20'
Work Request No.	46902
Sheet:	2 of 5

REVISION: January 2024	REVISION:
REVISION:	REVISION:



LEGEND (NEW CONSTRUCTION)

C-2	EXISTING 2" SCHEDULE 40 PVC CONDUIT (FIBER)
C-2	INSTALL 2" SCHEDULE 40 PVC CONDUIT (FIBER)
C-2	EXISTING 2" SCHEDULE 40 PVC CONDUIT
C-2	INSTALL 2" SCHEDULE 40 PVC CONDUIT
C-2.5	EXISTING 2-1/2" SCHEDULE 40 PVC CONDUIT
C-2.5	INSTALL 2-1/2" SCHEDULE 40 PVC CONDUIT
C-3	EXISTING 3" SCHEDULE 40 PVC CONDUIT
C-3	INSTALL 3" SCHEDULE 40 PVC CONDUIT
C-4	EXISTING 4" SCHEDULE 40 PVC CONDUIT
C-4	INSTALL 4" SCHEDULE 40 PVC CONDUIT
OH 1PH-A	INSTALL SINGLE PHASE A PRIMARY OVER-HEAD CONDUCTOR
OH 1PH-A	EXISTING SINGLE PHASE A PRIMARY OVER-HEAD CONDUCTOR
UG 1PH-A	INSTALL SINGLE PHASE A PRIMARY UNDERGROUND CONDUCTOR IN 2-1/2" SCHEDULE 40 PVC CONDUIT
UG 1PH-A	EXISTING SINGLE PHASE A PRIMARY UNDERGROUND CONDUCTOR
OH 1PH-B	INSTALL SINGLE PHASE B PRIMARY OVER-HEAD CONDUCTOR
OH 1PH-B	EXISTING SINGLE PHASE B PRIMARY OVER-HEAD CONDUCTOR
UG 1PH-B	INSTALL SINGLE PHASE B PRIMARY UNDERGROUND CONDUCTOR IN 2-1/2" SCHEDULE 40 PVC CONDUIT
UG 1PH-B	EXISTING SINGLE PHASE B PRIMARY UNDERGROUND CONDUCTOR
OH 1PH-C	INSTALL SINGLE PHASE C PRIMARY OVER-HEAD CONDUCTOR
OH 1PH-C	EXISTING SINGLE PHASE C PRIMARY OVER-HEAD CONDUCTOR
UG 1PH-C	INSTALL SINGLE PHASE C PRIMARY UNDERGROUND CONDUCTOR IN 2-1/2" SCHEDULE 40 PVC CONDUIT
UG 1PH-C	EXISTING SINGLE PHASE C PRIMARY UNDERGROUND CONDUCTOR
FO	EXISTING IDAHO FALLS FIBER OPTIC LINE
FO	INSTALL IDAHO FALLS FIBER OPTIC LINE IN 2" SCHEDULE 40 PVC CONDUIT
OH	INSTALL THREE PHASE PRIMARY OVER-HEAD CONDUCTOR
UG	INSTALL THREE PHASE PRIMARY UNDERGROUND CONDUCTOR IN 4" SCHEDULE 40 PVC CONDUIT
OH	EXISTING THREE PHASE PRIMARY OVER-HEAD CONDUCTOR
UG	EXISTING THREE PHASE PRIMARY UNDERGROUND CONDUCTOR
SEC OH	INSTALL SECONDARY OVER-HEAD CONDUCTOR
SEC OH	EXISTING SECONDARY OVER-HEAD CONDUCTOR
SEC UG	INSTALL SECONDARY UNDERGROUND CONDUCTOR
SEC UG	EXISTING SECONDARY UNDERGROUND CONDUCTOR
	EXISTING PARCEL LINE
	EXISTING EASEMENT LINE

INSTALL THREE PHASE TRANSFORMER PAD (6'X 7' - SMALL OR 7'X8') (BY CONTRACTOR)
INSTALL THREE PHASE TRANSFORMER (BY IDAHO FALLS POWER)

EXISTING THREE PHASE TRANSFORMER (7'X 8')

INSTALL SINGLE / THREE PHASE SECTIONALIZING CABINET BASE (PROVIDED BY IDAHO FALLS POWER-INSTALLED BY CONTRACTOR)
INSTALL SINGLE / THREE PHASE SECTIONALIZING CABINET (BY IDAHO FALLS POWER)

EXISTING SINGLE / THREE PHASE SECTIONALIZING CABINET

INSTALL SINGLE PHASE TRANSFORMER BASE (PROVIDED BY IDAHO FALLS POWER-INSTALLED BY CONTRACTOR). INSTALL ONE -10' LENGTH OF 2-1/2" PVC SECONDARY SERVICE CONDUIT FROM THE CENTER OF EACH TRANSFORMER IN BOTH DIRECTIONS AT 45° ANGLE INTO EACH LOT. UNLESS OTHERWISE NOTED. CAP END OF CONDUITS AND MARK WITH 2X4).

EXISTING SINGLE PHASE TRANSFORMER

INSTALL POWER POLE / INSTALL POWER POLE WITH ANCHOR GUY

EXISTING POWER POLE / EXISTING POWER POLE WITH ANCHOR GUY

INSTALL POWER POLE WITH OVER-HEAD TRANSFORMER (PHASE NOTED BY COLOR)

EXISTING POWER POLE WITH OVER-HEAD TRANSFORMER TO BE MOVED OR REMOVED

INSTALL CITY OF IDAHO FALLS STANDARD STREET LIGHT

EXISTING CITY OF IDAHO FALLS STANDARD STREET LIGHT

INSTALL SMALL/LARGE FIBER OPTIC JUNCTION BOX

EXISTING SMALL/LARGE FIBER OPTIC JUNCTION BOX

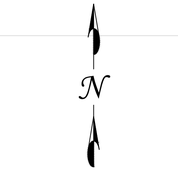
INSTALL SECONDARY PEDESTAL(IPROVIDED BY IDAHO FALLS POWER-INSTALLED BY CONTRACTOR). INSTALL ONE -10' LENGTH OF 2-1/2" PVC SECONDARY SERVICE CONDUIT FROM THE CENTER OF EACH SECONDARY PEDISTAL IN BOTH DIRECTIONS AT 45° ANGLE INTO EACH LOT. UNLESS OTHERWISE NOTED. CAP END OF CONDUITS AND MARK WITH 2X4).

EXISTING SECONDARY PEDESTAL

EXISTING METER

INSTALL JUNCTION BOX

EXISTING JUNCTION BOX



CONTRACTOR'S MAP

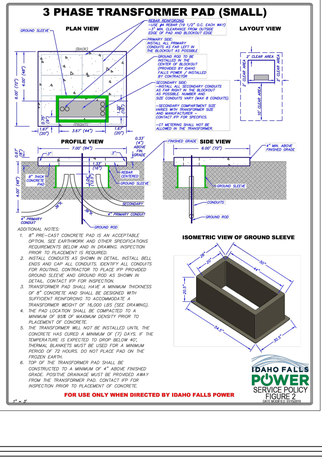
Note:
ALL 2S METERBASES WILL HAVE TO HAVE A 5TH JAW INSTALLED OR REPLACED WITH A 5 JAW METERBASE.

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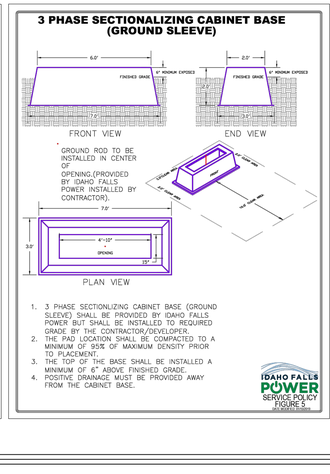
IDAHO FALLS POWER MUST INSPECT ALL TRENCHES PRIOR TO BACKFILL. CONTACT IDAHO FALLS POWER, NATHAN ANDERSON (208) 497-7362

3 PHASE TRANSFORMER PAD (SMALL)



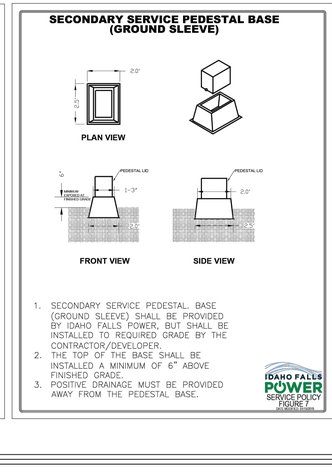
IDAHO FALLS POWER SERVICE POLICY FIGURE 2

3 PHASE SECTIONALIZING CABINET BASE (GROUND SLEEVE)



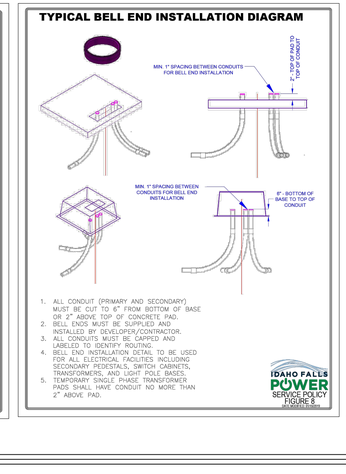
IDAHO FALLS POWER SERVICE POLICY FIGURE 5

SECONDARY SERVICE PEDESTAL BASE (GROUND SLEEVE)



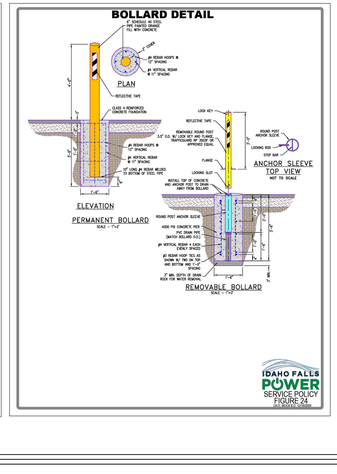
IDAHO FALLS POWER SERVICE POLICY FIGURE 7

TYPICAL BELL END INSTALLATION DIAGRAM



IDAHO FALLS POWER SERVICE POLICY FIGURE 8

BOLLARD DETAIL



IDAHO FALLS POWER SERVICE POLICY FIGURE 24

Downtown Alley Phase One

CITY OF IDAHO FALLS, IDAHO
T.2 N. R.38 E. B.M. SECTION 19 Plate 3

CadFile: Downtown Alley Phase 1

IDAHO FALLS POWER
140 South Capital Ave.
PO Box 50220
Idaho Falls, ID 83405-0220
Telephone: 208-612-8430

Date:	April 2019
Designed By:	JM
Reviewed By:	LB
Scale:	1"=20'
Work Request No.	46902
Sheet:	3 of 5
REVISION: January 2024	REVISION: --
REVISION: --	REVISION: --

3.61KW
METER # 27671706
120/208 THREE PHASE.
WILL WORK.

0.19 KW
METER # 17779666
20/240 SINGLE PHASE.
ILL WORK.

16.85 KW
METER # 21606464
120/240 SINGLE PHASE.
WILL WORK.

17.6 KW
METER # 22322766
120/240 SINGLE PHASE.
WILL WORK.

22.97 KW
METER # 22323136
120/240 SINGLE PHASE.
WILL WORK.

16.48 KW
METER # 18407432
120/ 240 THREE PHASE.
208 WILL WORK.

2.00 KW
METER # 17779299
120/ 240 THREE PHASE.
208 WILL WORK.

31.36 KW
METER # 16348471
120/ 208 THREE
PHASE.

2.27 KW
METER # 17779828
120/240 SINGLE PHASE.
WILL WORK.

168.64 KW TOTAL
150 KVA TRANNY
120/208 VOLTAGE

INSTALL (SMALL)TRANSFORMER PAD GROUND ROD. INSTALL(SMALL "PAT") TRANSFORMER PAD.

SEE FIGURES # 2 & # 8

INSTALL APPROXIMATELY 85' OF 4" PVC CONDUIT AS SHOWN.

INSTALL APPROXIMATELY 165' OF 2" FIBER CONDUIT.

INSTALL APPROXIMATELY 100' OF 4" PVC CONDUIT AS SHOWN.

INSTALL APPROXIMATELY 150' OF 4" PVC CONDUIT AS SHOWN.

INSTALL SMALLL FIBER BOX AS SHOWN. SEE FIGURE:#7

STUB AND CAP 4" RGS ELBOW AT METER BASE AS SHOWN.

INSTALL APPROXIMATELY 245' OF 4" PVC CONDUIT AS SHOWN.

INSTALL (1) 2 1/2" RGS 90° SWEEP ELBOW AND (1) 2 1/2"x10' RGS CONDUIT ON 6" STANDOFF BRACKET.

SEE FIGURE #17

INSTALL APPROXIMATELY 165' OF 2" FIBER CONDUIT.

EXISTING POLE # 4721

INSTALL APPROXIMATELY 62' OF 4" PVC CONDUIT FROM NEW CABINET TO EXISTING POLE AS SHOWN.DO NOT USE RGS 90° OR RGS CONDUIT AS USUAL FOR THE RISER. THIS WILL BE A TEMPORARY FEED.

INSTALL 6" BOLLARD 2' AS SHOWN.WELD EXPANDED METAL(FULL HEIGHT OF BOLLARD) FROM BOLLARD TO BOLLARD AS SHOWN.

SEE FIGURE # 24

INSTALL THREE PHASE SECTIONALIZING GROUND ROD 5' NORTH OF SOUTH AND 2.5' WEST OF PROPERTY LINE AS SHOWN.INSTALL THREE PHASE SECTIONALIZING GROUND SLEEVE.

SEE FIGURES # 5 & # 8

INSTALL THREE PHASE SECTIONALIZING GROUND ROD 15' SOUTH OF SIGN AND 4.5' WEST OF PROPERTY LINE AS SHOWN.INSTALL THREE PHASE SECTIONALIZING GROUND SLEEVE.

SEE FIGURES # 5 & # 8

INSTALL SMALLL FIBER BOX AS SHOWN. SEE FIGURE:#7

INSTALL APPROXIMATELY 32' OF 4" PVC CONDUIT FROM NEW CABINET TO NEW CABINET AS SHOWN.

INSTALL APPROXIMATELY 320' OF 2" FIBER CONDUIT.

INSTALL SINGLE PHASE TRANSFORMER GROUND SLEEVE.LOCATION MAY VARY FROM WHAT IS DEPICTED.

SEE FIGURES:#4 & #8

INSTALL APPROXIMATELY 6' OF 2" CONDUIT FROM NEW CABINET TO NEW TRANSFORMER AS SHOWN

COORDINATE WITH IDAHO FALLS POWER TO REMOVE THE EXISTING SINGLE PHASE TRANSFORMER. INSTALL THREE PHASE SECTIONALIZING CABINET GROUND SLEEVE ONCE TRANSFORMER HAS BEEN REMOVED.

INSTALL SMALLL FIBER BOX AS SHOWN. SEE FIGURE:#7

MATCH LINE SHEET 3

MATCH LINE SHEET 4

YELLOWSTONE AVE.

EXISTING SECTIONALIZING CABINET #1.COORDINATE WITH IDAHO FALLS POWER FOR TERMINATION OF ELBOW IN THE ENERGIZED CABINET.

INSTALL SMALLL FIBER BOX AS SHOWN. SEE FIGURE:#7

INSTALL THREE PHASE SECTIONALIZING GROUND ROD 4.5' WEST OF PROPERTY LINE AS SHOWN.INSTALL THREE PHASE SECTIONALIZING GROUND SLEEVE.

SEE FIGURES # 5 & # 8

INSTALL APPROXIMATELY 120' OF 4" PVC CONDUIT FROM NEW CABINET TO EXISTING CABINET AS SHOWN.

INSTALL APPROXIMATELY 120' OF 2" FIBER CONDUIT.

INSTALL SMALLL FIBER BOX AS SHOWN. SEE FIGURE:#7

INSTALL APPROXIMATELY 155' OF 2" FIBER CONDUIT.

INSTALL APPROXIMATELY 155' OF 4" PVC CONDUIT FROM NEW CABINET TO NEW CABINET AS SHOWN.

INSTALL THREE PHASE SECTIONALIZING GROUND ROD 15' SOUTH OF SIGN AND 4.5' WEST OF PROPERTY LINE AS SHOWN.INSTALL THREE PHASE SECTIONALIZING GROUND SLEEVE.

SEE FIGURES # 5 & # 8

INSTALL SMALLL FIBER BOX AS SHOWN. SEE FIGURE:#7

Note:
ALL 2S METERBASES WILL HAVE TO HAVE A 5TH JAW INSTALLED OR REPLACED WITH A 5 JAW METERBASE.

CONTRACTOR'S MAP

Downtown Alley Phase One

CITY OF IDAHO FALLS, IDAHO
T.2 N. R.38 E. B.M. SECTION 19 Plate 3

CadFile: Downtown Alley Phase 1

Date: April 2019
Designed By: JM
Reviewed By: LB
Scale: 1"=20'
Work Request No. 46902
Sheet: 4 of 5

REVISION: January 2024
REVISION: _
REVISION: _
REVISION: _

IDAHO FALLS POWER
140 South Capital Ave.
PO Box 50220
Idaho Falls, ID 83405-0220
Telephone: 208-612-8430

Tyrell Subrinski
Union Pacific
208-220-9632

UTILITY MAP



LEGEND (NEW CONSTRUCTION)

- EXISTING SANITARY SEWER LINE
- EXISTING STORM LINE
- EXISTING INTERMOUNTAIN GAS
- EXISTING WATER LINE
- EXISTING SANITARY SEWER MANHOLE
- EXISTING STORM MANHOLE
- EXISTING WATER VALVE
- EXISTING CATCH BASIN

N

0 20 40 80

1" = 40'

IDAHO FALLS POWER SERVICE POLICY

NOT ALL LINES ON THIS MAP ARE TO THE SCALE SHOWN ABOVE. SOME LINES ARE OUT OF SCALE AND ALIGNMENT. USE FOR REPRESENTATIONAL PURPOSES ONLY. DO NOT USE SCALED DISTANCES AS A SUBSTITUTE FOR DIMENSIONS. IF YOU HAVE ANY QUESTIONS ABOUT THE LOCATION OF ELECTRICAL FACILITIES (CONDUIT, TRENCHES, POLES, LIGHT POLES, TRANS., SECTION CABINETS, PEDESTALS, ETC.) SHOWN ON THIS MAP PLEASE CONTACT NATHAN ANDERSON, JOHN MORGAN, GRANT CAMPBELL, BILL MCKELLIP OR ALAN CUNNINGHAM.

IDAHO FALLS POWER MUST INSPECT ALL TRENCHES PRIOR TO BACKFILL. CONTACT IDAHO FALLS POWER, NATHAN ANDERSON (208) 497-7362

811 Know what's below. Call before you dig.

CONTRACTOR'S MAP

GENERAL LAYOUT AND CONSTRUCTION MAP

UTILITY MAP

CITY OF IDAHO FALLS, IDAHO

T. 2 N. R.38 E.B.M. SECTION 19 Plate 2

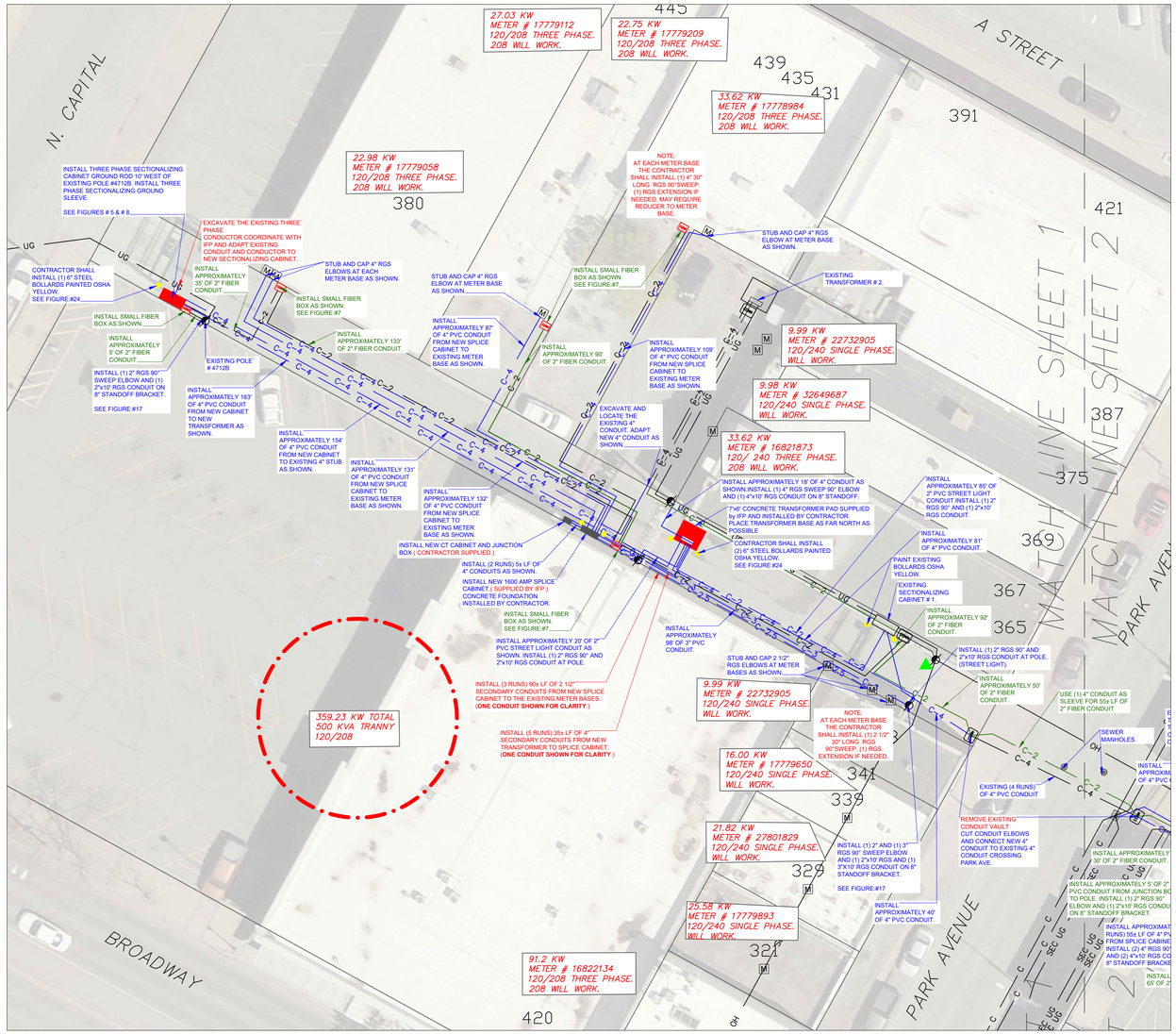
CadFile: FILENAME

IDAHO FALLS POWER
140 South Capital Ave.
PO Box 50220
Idaho Falls, ID 83405-0220
Telephone: 208-612-8430

Date:	7/16/2025
Designed By:	NA
Reviewed By:	AC
Scale:	1"=40'
Work Request No.	46902

Sheet: 5 of 5

REVISION: _	REVISION: _
REVISION: _	REVISION: _



GENERAL CONSTRUCTION AND ELECTRICAL NOTES:

1. ALL NEW ELECTRICAL FACILITIES SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE CURRENT IDAHO FALLS POWER SERVICE POLICY. COORDINATE ALL ELECTRICAL CONSTRUCTION WITH IDAHO FALLS POWER.

2. PRIMARY SECTIONALIZING CABINETS, TRANSFORMER GROUND SLEEVES, SECONDARY PEDESTALS, FIBER BOXES, AND GROUND RODS SHALL BE PROVIDED BY IFP, BUT SHALL BE PICKED UP AT THE IFP WAREHOUSE AND/OR WEST SIDE YARD AND INSTALLED BY THE CONTRACTOR.

3. ALL PVC ELECTRIC CONDUITS SHALL BE PVC SCHEDULE 40 (SEE NOTE 5 AND 6 FOR EXCEPTIONS). ALL ELBOWS SHALL BE PVC SCHEDULE 40 LARGE RADIUS SWEEP (36") OR AS OTHERWISE SPECIFIED BY IFP (SEE NOTE 5 AND 6 FOR EXCEPTIONS). RGS CONDUIT MUST BE USED AT RISER POLES. CONDUITS MUST BE CAPPED AND LABELED TO IDENTIFY ROUTING.

4. THE MINIMUM POWER TRENCH SHALL HAVE A MINIMUM DEPTH OF FIFTY-FOUR INCHES (54") AND MAXIMUM DEPTH OF SIXTY INCHES (60") BELOW FINISH GRADE (CONDUIT TO BE INSTALLED 48" BELOW FINISH GRADE). INCLUDING 6" OF SAND BEDDING BELOW AND ABOVE TOP OF CONDUITS. MINIMUM TRENCH WIDTH SHALL BE TWENTY-FOUR INCHES (24"). UNLESS OTHERWISE NOTED. ALL PRIMARY CONDUIT MUST HAVE A MINIMUM OF ONE (1) FOOT SEPARATION BETWEEN OTHER CONDUITS IN TRENCH. BOTTOM OF TRENCHES MUST BE LEVEL FOR CONDUIT INSTALLATION. ALL TRENCHES AND CONDUITS (INCLUDING ROAD CROSSINGS) MUST BE INSPECTED BY IDAHO FALLS POWER PRIOR TO BACK-FILLING. BACKFILL AND COMPACT ALL TRENCHES TO A MINIMUM OF 95% OF MAX DENSITY.

5. MINIMUM CONDUIT DEPTH CAN BE REDUCED TO EIGHTEEN INCHES (18") OF COVER BELOW FINAL GRADE THROUGH BASALT OR OTHER ROCK UPON PRIOR APPROVAL OF IFP. RIGID GALVANIZED STEEL (RGS) CONDUIT SHALL BE PROVIDED AND INSTALLED BY THE CONTRACTOR. IFP WILL SPECIFY THE CONDUIT SIZE.

6. 2" HDPE SDR 13.5 CONTINUOUS DUCT WITH PRE-LUBRICATED RIBBED INTERIOR WALL CAN BE UTILIZED BY THE CONTRACTOR INSTEAD OF 2 ½" PVC SCHEDULE 40 AS SPECIFIED ON THE CONTRACTOR MAP FOR PROPOSED 1/0 SINGLE PHASE PRIMARY CONDUCTOR. CONDUIT TO BE RED IN COLOR OR BLACK WITH RED STRIPES (RED CONDUIT PREFERRED). IF POSSIBLE HDPE TO BE ORDERED WITH "IFP" STAMPED ON CONDUIT. THE HDPE CAN BE TURNED UP INSIDE OF GROUND SLEEVES OR CONTRACTOR MAY TRANSITION TO 2" PVC SCHEDULE 40 LARGE RADIUS SWEEP (36") WITH PERMA-GUARD/UL FITTINGS BY ARNCO SHUR-LOCK II OR APPROVED EQUAL BY IFP.

7. CONTRACTOR / DEVELOPER TO INSTALL A 2500 LB MULE TAPE STRING THROUGH EACH PRIMARY POWER CONDUIT RUN NO MORE THAN 75 LF, ALL SERVICES FROM THE METER BASE TO THE TRANSFORMER / SECONDARY PEDESTAL, AND INSTALL PULL STRING FOR FIBER OPTIC CONDUIT RUNS.

8. THE DEVELOPER/CONTRACTOR SHALL PROVIDE ALL STAKING AND LAYOUT OF NEW ELECTRICAL AND FIBER FACILITIES INCLUDING POWER POLES. ALL LOT CORNERS ADJACENT TO ALL POWER TRENCHES MUST BE CLEARLY MARKED FOR INSTALLATION OF ELECTRICAL FACILITIES.

9. THE CONTRACTOR SHALL RETAIN AND PROTECT ALL EXISTING CITY POWER POLES AND ELECTRICAL AND FIBER FACILITIES DURING CONSTRUCTION. ALSO, REPAIR / REPLACE ALL CONCRETE, ASPHALT, AND LANDSCAPING THAT IS DISTURBED DURING CONSTRUCTION.

10. IT SHALL BE THE CUSTOMER OR CONTRACTOR'S RESPONSIBILITY TO PROVIDE ILLUMINATION (STREET LIGHTS) ALONG OR WITHIN THE PUBLIC RIGHTS-OF-WAY CONTAINED WITHIN A NEW DEVELOPMENT.

11. ALL NEW LIGHT POLE FOUNDATIONS AND LIGHTING CONDUITS SHALL BE CONSTRUCTED BY THE CONTRACTOR IN ACCORDANCE WITH CURRENT CITY OF IDAHO FALLS STANDARD DRAWINGS AND SPECIFICATIONS. IFP WILL FURNISH TO THE CONTRACTOR A BOLT HOLE TEMPLATE (PENDING AVAILABILITY), ANCHOR BOLTS, NUTS, WASHERS, GROUNDING BUTT PLATE, AND GROUND WIRE NEEDED FOR THE INSTALLATION OF THE LIGHT POLES.

12. IFP WILL INSTALL POLES AND LUMINAIRES WITH THE COST OF MATERIALS PAID BY THE CONTRACTOR PRIOR TO INSTALLATION.

13. ON ALL SUBDIVISIONS THE PADMOUNTED EQUIPMENT (INCLUDING GROUND SLEEVES / PEDESTALS, ETC.) WILL NOT BE PROVIDED OR SET UNTIL CURB AND GUTTER HAS BEEN INSTALLED. IDAHO FALLS POWER WILL PROVIDE GROUND RODS AND CONTRACTOR WILL INSTALL GROUND RODS PRIOR TO INSTALLATION OF CONDUIT.

NOTE:

ALL 2S METER BASES WILL HAVE TO HAVE A 5TH JAW INSTALLED OR REPLACED WITH A 5 JAW METER BASE.

LEGEND (NEW CONSTRUCTION)

- C-2 / C-2 — EXISTING 2" SCHEDULE 40 PVC CONDUIT (FIBER)
- C-2 / C-2 — INSTALL 2" SCHEDULE 40 PVC CONDUIT (FIBER)
- C-2 / C-2 — EXISTING 2" SCHEDULE 40 PVC CONDUIT
- C-2 / C-2 — INSTALL 2" SCHEDULE 40 PVC CONDUIT
- C-2.5 — EXISTING 2-1/2" SCHEDULE 40 PVC CONDUIT
- C-2.5 — INSTALL 2-1/2" SCHEDULE 40 PVC CONDUIT
- C-3 / C-3 — EXISTING 3" SCHEDULE 40 PVC CONDUIT
- C-3 / C-3 — INSTALL 3" SCHEDULE 40 PVC CONDUIT
- C-4 / C-4 — EXISTING 4" SCHEDULE 40 PVC CONDUIT
- C-4 / C-4 — INSTALL 4" SCHEDULE 40 PVC CONDUIT
- OH 1PH-A — INSTALL SINGLE PHASE A PRIMARY OVER-HEAD CONDUCTOR
- OH 1PH-A — EXISTING SINGLE PHASE A PRIMARY OVER-HEAD CONDUCTOR
- UG 1PH-A — INSTALL SINGLE PHASE A PRIMARY UNDERGROUND CONDUCTOR IN 2-1/2" SCHEDULE 40 PVC CONDUIT
- UG 1PH-A — EXISTING SINGLE PHASE A PRIMARY UNDERGROUND CONDUCTOR
- OH 1PH-B — INSTALL SINGLE PHASE B PRIMARY OVER-HEAD CONDUCTOR
- OH 1PH-B — EXISTING SINGLE PHASE B PRIMARY OVER-HEAD CONDUCTOR
- UG 1PH-B — INSTALL SINGLE PHASE B PRIMARY UNDERGROUND CONDUCTOR IN 2-1/2" SCHEDULE 40 PVC CONDUIT
- UG 1PH-B — EXISTING SINGLE PHASE B PRIMARY UNDERGROUND CONDUCTOR
- OH 1PH-C — INSTALL SINGLE PHASE C PRIMARY OVER-HEAD CONDUCTOR
- OH 1PH-C — EXISTING SINGLE PHASE C PRIMARY OVER-HEAD CONDUCTOR
- UG 1PH-C — INSTALL SINGLE PHASE C PRIMARY UNDERGROUND CONDUCTOR IN 2-1/2" SCHEDULE 40 PVC CONDUIT
- UG 1PH-C — EXISTING SINGLE PHASE C PRIMARY UNDERGROUND CONDUCTOR
- FO / FO — EXISTING IDAHO FALLS FIBER OPTIC LINE
- FO / FO — INSTALL IDAHO FALLS FIBER OPTIC LINE IN 2" SCHEDULE 40 PVC CONDUIT
- OH / OH — INSTALL THREE PHASE PRIMARY OVER-HEAD CONDUCTOR
- UG / UG — INSTALL THREE PHASE PRIMARY UNDERGROUND CONDUCTOR IN 4" SCHEDULE 40 PVC CONDUIT
- OH / OH — EXISTING THREE PHASE PRIMARY OVER-HEAD CONDUCTOR
- UG / UG — EXISTING THREE PHASE PRIMARY UNDERGROUND CONDUCTOR
- SEC OH — INSTALL SECONDARY OVER-HEAD CONDUCTOR
- SEC OH — EXISTING SECONDARY OVER-HEAD CONDUCTOR
- SEC UG — INSTALL SECONDARY UNDERGROUND CONDUCTOR
- SEC UG — EXISTING SECONDARY UNDERGROUND CONDUCTOR
- EXISTING PARCEL LINE
- EXISTING EASEMENT LINE
- INSTALL THREE PHASE TRANSFORMER PAD (6'X 7' - SMALL OR 7'X8') (BY CONTRACTOR) INSTALL THREE PHASE TRANSFORMER (BY IDAHO FALLS POWER)
- EXISTING THREE PHASE TRANSFORMER (7'X 8')
- INSTALL SINGLE / THREE PHASE SECTIONALIZING CABINET BASE (PROVIDED BY IDAHO FALLS POWER-INSTALLED BY CONTRACTOR) INSTALL SINGLE / THREE PHASE SECTIONALIZING CABINET (BY IDAHO FALLS POWER)
- EXISTING SINGLE / THREE PHASE SECTIONALIZING CABINET
- INSTALL SINGLE PHASE TRANSFORMER BASE (PROVIDED BY IDAHO FALLS POWER-INSTALLED BY CONTRACTOR). INSTALL ONE -10' LENGTH OF 2-1/2" PVC SECONDARY SERVICE CONDUIT FROM THE CENTER OF EACH TRANSFORMER IN BOTH DIRECTIONS AT 45° ANGLE INTO EACH LOT. UNLESS OTHERWISE NOTED. CAP END OF CONDUITS AND MARK WITH 2X4).
- EXISTING SINGLE PHASE TRANSFORMER
- INSTALL POWER POLE / INSTALL POWER POLE WITH ANCHOR GUY
- EXISTING POWER POLE / EXISTING POWER POLE WITH ANCHOR GUY
- INSTALL POWER POLE WITH OVER-HEAD TRANSFORMER (PHASE NOTED BY COLOR)
- EXISTING POWER POLE WITH OVER-HEAD TRANSFORMER TO BE MOVED OR REMOVED
- INSTALL CITY OF IDAHO FALLS STANDARD STREET LIGHT
- EXISTING CITY OF IDAHO FALLS STANDARD STREET LIGHT
- CONN — INSTALL SMALL/LARGE FIBER OPTIC JUNCTION BOX
- CONN — EXISTING SMALL/LARGE FIBER OPTIC JUNCTION BOX
- INSTALL SECONDARY PEDESTAL(PROVIDED BY IDAHO FALLS POWER-INSTALLED BY CONTRACTOR). INSTALL ONE -10' LENGTH OF 2-1/2" PVC SECONDARY SERVICE CONDUIT FROM THE CENTER OF EACH SECONDARY PEDESTAL IN BOTH DIRECTIONS AT 45° ANGLE INTO EACH LOT. UNLESS OTHERWISE NOTED. CAP END OF CONDUITS AND MARK WITH 2X4).
- P — EXISTING SECONDARY PEDESTAL
- M — EXISTING METER
- J — INSTALL JUNCTION BOX
- J — EXISTING JUNCTION BOX

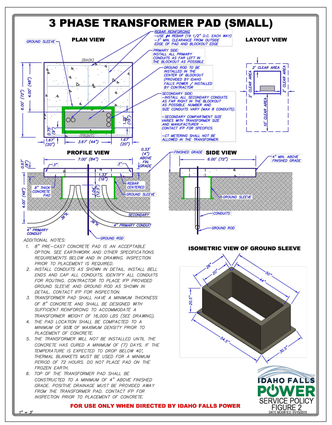
N

0 10 20 40

1 " = 20'

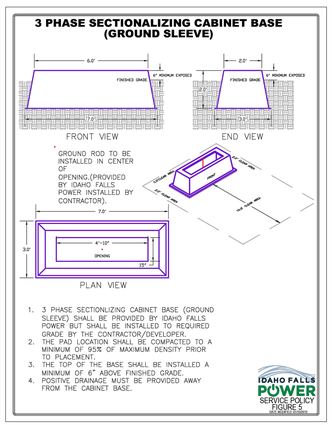
CONTRACTOR'S MAP

3 PHASE TRANSFORMER PAD (SMALL)



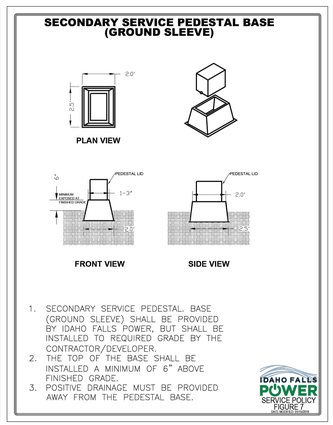
ADDITIONAL NOTES:
1. 6" PRE-CAST CONCRETE PAD IS AN ACCEPTABLE OPTION. SEE EARTHWORK AND OTHER SPECIFICATIONS FOR PLACEMENT BELOW AND SHOWING INSPECTION PRIOR TO PLACEMENT IS REQUIRED.
2. INSTALL CONDUITS AS SHOWN IN DETAIL. INSTALL BELL ENDS AND CAP ALL CONDUITS. IDENTIFY ALL CONDUITS FOR ROUTING. CONTRACTOR TO PLACE IFP PROVIDED GROUND ROD AS SHOWN IN DETAIL. CONTACT IFP FOR INSPECTION.
3. TRANSFORMER PAD SHALL HAVE A MINIMUM THICKNESS OF 6" CONCRETE AND SHALL BE DESIGNED WITH SUFFICIENT REINFORCING TO ACCOMMODATE A TRANSFORMER WEIGHING UP TO 8,000 LBS (SEE DRAWING).
4. THE PAD LOCATION SHALL BE COMPACTED TO A MINIMUM OF 95% OF MAXIMUM DENSITY PRIOR TO PLACEMENT OF CONCRETE.
5. THE TRANSFORMER WILL NOT BE INSTALLED UNTIL THE CONCRETE HAS CURED A MINIMUM OF (7) DAYS. IF THE TEMPERATURE IS EXPECTED TO DROP BELOW 40 DEGREES F. DURING THE CURING OR SETTLING PERIOD OF 72 HOURS, DO NOT PLACE PAD ON THE FROZEN EARTH.
6. TOP OF THE TRANSFORMER PAD SHALL BE CONSTRUCTED TO A MINIMUM OF 4" ABOVE FINISHED GRADE. POSITIVE DRAINAGE MUST BE PROVIDED AWAY FROM THE TRANSFORMER PAD. CONTACT IFP FOR INSPECTION PRIOR TO PLACEMENT OF CONCRETE.

3 PHASE SECTIONALIZING CABINET BASE (GROUND SLEEVE)



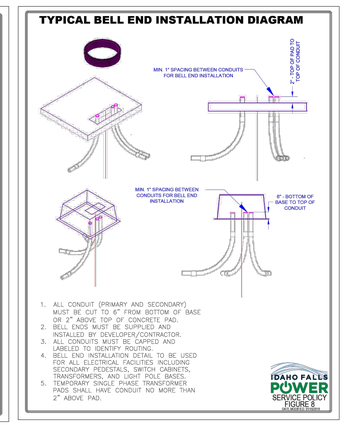
1. 3 PHASE SECTIONLIZING CABINET BASE (GROUND SLEEVE) SHALL BE PROVIDED BY IDAHO FALLS POWER BUT SHALL BE INSTALLED TO REQUIRED GRADE BY THE CONTRACTOR/DEVELOPER.
2. THE PAD LOCATION SHALL BE COMPACTED TO A MINIMUM OF 95% OF MAXIMUM DENSITY PRIOR TO PLACEMENT.
3. THE TOP OF THE BASE SHALL BE INSTALLED A MINIMUM OF 6" ABOVE FINISHED GRADE.
4. POSITIVE DRAINAGE MUST BE PROVIDED AWAY FROM THE CABINET BASE.

SECONDARY SERVICE PEDESTAL BASE (GROUND SLEEVE)



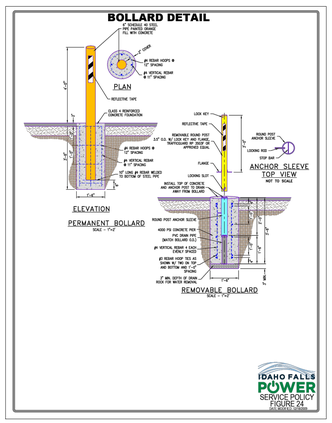
1. SECONDARY SERVICE PEDESTAL BASE (GROUND SLEEVE) SHALL BE PROVIDED BY IDAHO FALLS POWER, BUT SHALL BE INSTALLED TO REQUIRED GRADE BY THE CONTRACTOR/DEVELOPER.
2. THE TOP OF THE BASE SHALL BE INSTALLED A MINIMUM OF 6" ABOVE FINISHED GRADE.
3. POSITIVE DRAINAGE MUST BE PROVIDED AWAY FROM THE PEDESTAL BASE.

TYPICAL BELL END INSTALLATION DIAGRAM



1. ALL CONDUIT (PRIMARY AND SECONDARY) MUST BE CUT TO 6" FROM BOTTOM OF BASE OR 2" ABOVE TOP OF CONCRETE PAD.
2. BELL ENDS MUST BE SUPPLIED AND INSTALLED BY DEVELOPER/CONTRACTOR.
3. ALL CONDUITS MUST BE CAPPED AND LABELED TO IDENTIFY ROUTING.
4. BELL END INSTALLATION DETAIL TO BE USED FOR ALL ELECTRICAL FACILITIES INCLUDING SECONDARY PEDESTALS, SWITCH CABINETS, TRANSFORMERS, AND LIGHT POLE BASES.
5. TEMPORARY SINGLE PHASE TRANSFORMER PADS SHALL HAVE CONDUIT NO MORE THAN 2" ABOVE PAD.

BOLLARD DETAIL



811
Know what's below.
Call before you dig.

NOT ALL LINES ON THIS MAP ARE TO THE SCALE SHOWN ABOVE. SOME LINES ARE OUT OF SCALE AND ALIGNMENT. USE FOR REPRESENTATIONAL PURPOSES ONLY. DO NOT USE SCALED DISTANCES AS A SUBSTITUTE FOR DIMENSIONS. YOU HAVE BEEN CONTACTED BECAUSE THERE ARE KNOWN ELECTRICAL FACILITIES (CONDUIT, TRENCHES, POLES, LIGHT POLES, TRANS., SECTION CABINETS, PEDESTALS, ETC.) SHOWN ON THIS MAP. PLEASE CONTACT NATHAN ANDERSON, JOHN MORGAN, GRANT CAMPBELL, OR ALAN CUNNINGHAM.

IDAHO FALLS POWER MUST INSPECT ALL TRENCHES PRIOR TO BACKFILL. CONTACT IDAHO FALLS POWER, NATHAN ANDERSON (208) 497-7362

Downtown Alley Phase One

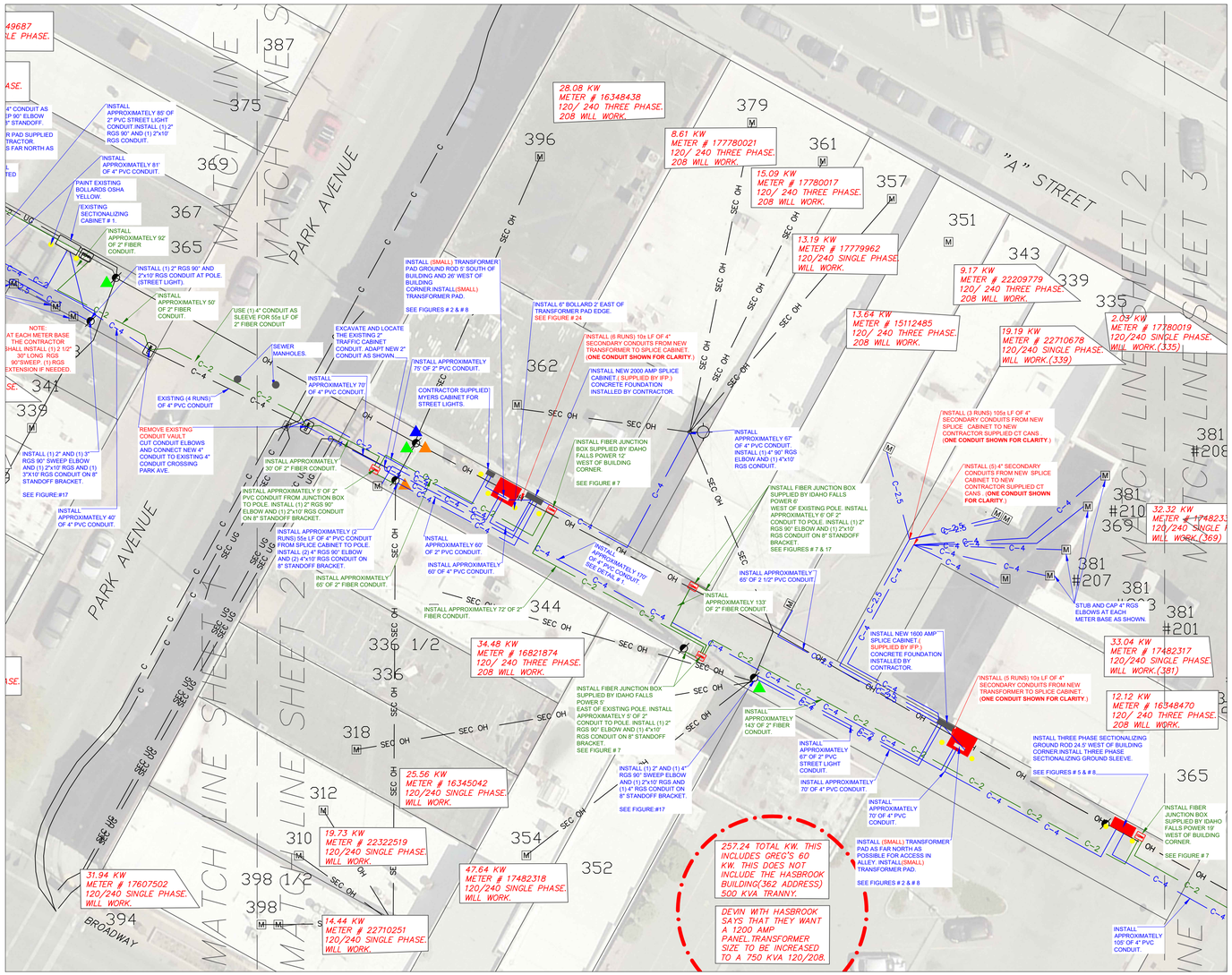
CITY OF IDAHO FALLS, IDAHO
T.2 N. R.38 E. B.M. SECTION 19 Plate 3

CadFile: Downtown Alley Phase 1

IDAHO FALLS POWER
140 South Capital Ave.
PO Box 50220
Idaho Falls, ID 83405-0220
Telephone: 208-612-8430

Date:	April 2019
Designed By:	JM
Reviewed By:	LB
Scale:	1"=20'
Work Request No.	46902
Sheet:	1 of 5

REVISION: January 2024	REVISION:
REVISION:	REVISION:



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3. ALL PVC ELECTRIC CONDUITS SHALL BE PVC SCHEDULE 40 (SEE NOTE 5 AND 6 FOR EXCEPTIONS). ALL ELBOWS SHALL BE PVC SCHEDULE 40 LARGE RADIUS SWEEP (36") OR AS OTHERWISE SPECIFIED BY IFP (SEE NOTE 5 AND 6 FOR EXCEPTIONS) ROAD CROSSINGS) MUST BE INSPECTED BY IDAHO FALLS POWER PRIOR TO BACK-FILLING. BACKFILL AND COMPACT ALL TRENCHES TO A MINIMUM OF 95% OF MAX DENSITY.

4. THE MINIMUM POWER TRENCH SHALL HAVE A MINIMUM DEPTH OF FIFTY-FOUR INCHES (54") AND MAXIMUM DEPTH OF SIXTY INCHES (60") BELOW FINISH GRADE (CONDUIT TO BE INSTALLED 48" BELOW FINISH GRADE). INCLUDING 6" OF SAND BEDDING BELOW AND ABOVE TOP OF CONDUITS. MINIMUM TRENCH WIDTH SHALL BE TWENTY-FOUR INCHES (24"). UNLESS OTHERWISE NOTED. ALL PRIMARY CONDUIT MUST HAVE A MINIMUM OF ONE (1) FOOT SEPARATION BETWEEN OTHER CONDUITS IN TRENCH. BOTTOM OF TRENCHES MUST BE LEVEL FOR CONDUIT INSTALLATION. ALL TRENCHES AND CONDUITS (INCLUDING ROAD CROSSINGS) MUST BE INSPECTED BY IDAHO FALLS POWER PRIOR TO BACK-FILLING. BACKFILL AND COMPACT ALL TRENCHES TO A MINIMUM OF 95% OF MAX DENSITY.

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7. CONTRACTOR / DEVELOPER TO INSTALL A 2500 LB MULE TAPE STRING THROUGH EACH PRIMARY POWER CONDUIT RUN MORE THAN 75 LF, ALL SERVICES FROM THE METER BASE TO THE TRANSFORMER / SECONDARY PEDESTAL, AND INSTALL PULL STRING FOR FIBER OPTIC CONDUIT RUNS.

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NOTE:

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LEGEND (NEW CONSTRUCTION)

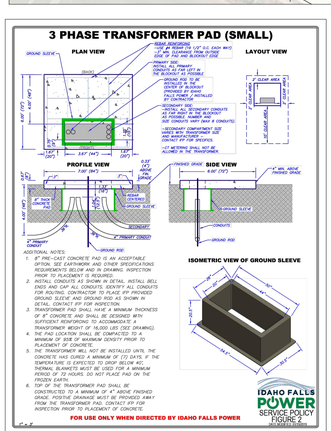
- C-2 / C-2 — EXISTING 2" SCHEDULE 40 PVC CONDUIT (FIBER)
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- UG 1PH–C — EXISTING SINGLE PHASE C PRIMARY UNDERGROUND CONDUCTOR
- FO / FO — EXISTING IDAHO FALLS FIBER OPTIC LINE
- FO / FO — INSTALL IDAHO FALLS FIBER OPTIC LINE IN 2" SCHEDULE 40 PVC CONDUIT
- OH / OH — INSTALL THREE PHASE PRIMARY OVER-HEAD CONDUCTOR
- UG / UG — INSTALL THREE PHASE PRIMARY UNDERGROUND CONDUCTOR IN 4" SCHEDULE 40 PVC CONDUIT
- OH / OH — EXISTING THREE PHASE PRIMARY OVER-HEAD CONDUCTOR
- UG / UG — EXISTING THREE PHASE PRIMARY UNDERGROUND CONDUCTOR
- SEC OH / SEC OH — INSTALL SECONDARY OVER-HEAD CONDUCTOR
- SEC OH / SEC OH — EXISTING SECONDARY OVER-HEAD CONDUCTOR
- SEC UG / SEC UG — INSTALL SECONDARY UNDERGROUND CONDUCTOR
- SEC UG / SEC UG — EXISTING SECONDARY UNDERGROUND CONDUCTOR
- EXISTING PARCEL LINE
- EXISTING EASEMENT LINE
- INSTALL THREE PHASE TRANSFORMER PAD (6'X 7' - SMALL OR 7'X8') (BY CONTRACTOR) / INSTALL THREE PHASE TRANSFORMER (BY IDAHO FALLS POWER)
- EXISTING THREE PHASE TRANSFORMER (7'X 8')
- INSTALL SINGLE / THREE PHASE SECTIONALIZING CABINET BASE (PROVIDED BY IDAHO FALLS POWER-INSTALLED BY CONTRACTOR) INSTALL SINGLE / THREE PHASE SECTIONALIZING CABINET (BY IDAHO FALLS POWER)
- EXISTING SINGLE / THREE PHASE SECTIONALIZING CABINET
- INSTALL SINGLE PHASE TRANSFORMER BASE (PROVIDED BY IDAHO FALLS POWER-INSTALLED BY CONTRACTOR). INSTALL ONE -10' LENGTH OF 2-1/2" PVC SECONDARY SERVICE CONDUIT FROM THE CENTER OF EACH TRANSFORMER IN BOTH DIRECTIONS AT 45° ANGLE INTO EACH LOT. UNLESS OTHERWISE NOTED. CAP END OF CONDUITS AND MARK WITH 2X4).
- EXISTING SINGLE PHASE TRANSFORMER
- INSTALL POWER POLE / INSTALL POWER POLE WITH ANCHOR GUY
- EXISTING POWER POLE / EXISTING POWER POLE WITH ANCHOR GUY
- INSTALL POWER POLE WITH OVER-HEAD TRANSFORMER (PHASE NOTED BY COLOR)
- EXISTING POWER POLE WITH OVER-HEAD TRANSFORMER TO BE MOVED OR REMOVED
- INSTALL CITY OF IDAHO FALLS STANDARD STREET LIGHT
- EXISTING CITY OF IDAHO FALLS STANDARD STREET LIGHT
- INSTALL SMALL/LARGE FIBER OPTIC JUNCTION BOX (SJBH / LJBH)
- EXISTING SMALL/LARGE FIBER OPTIC JUNCTION BOX (SJBH / LJBH)
- INSTALL SECONDARY PEDESTAL(PROVIDED BY IDAHO FALLS POWER-INSTALLED BY CONTRACTOR). INSTALL ONE -10' LENGTH OF 2-1/2" PVC SECONDARY SERVICE CONDUIT FROM THE CENTER OF EACH SECONDARY PEDESTAL IN BOTH DIRECTIONS AT 45° ANGLE INTO EACH LOT. UNLESS OTHERWISE NOTED. CAP END OF CONDUITS AND MARK WITH 2X4).
- EXISTING SECONDARY PEDESTAL (P)
- EXISTING METER (M)
- INSTALL JUNCTION BOX (JB)
- EXISTING JUNCTION BOX (JB)

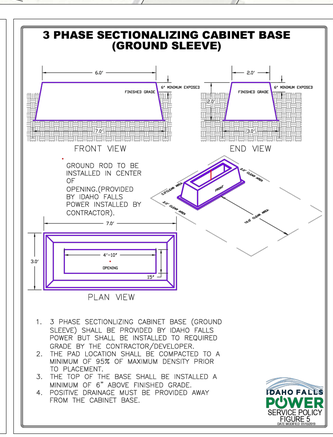
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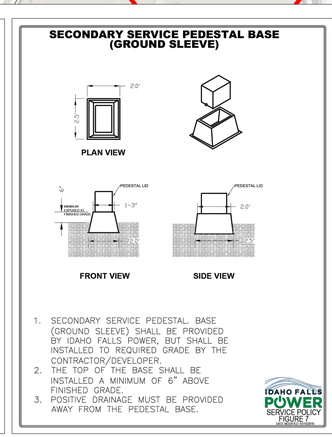
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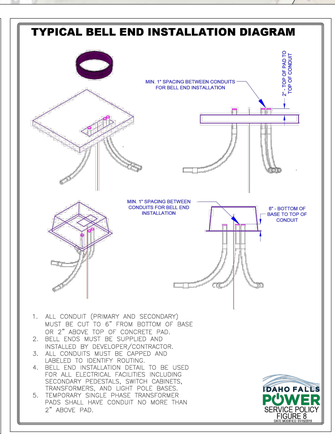
1 " = 20'

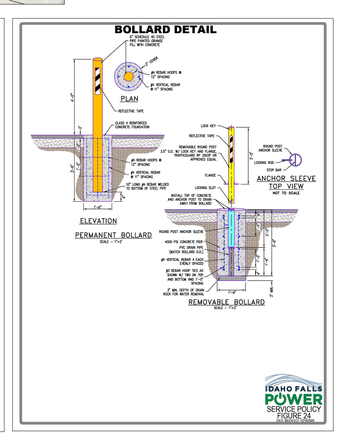
CONTRACTOR'S MAP











811
Know what's below.
Call before you dig.

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IDAHO FALLS POWER MUST INSPECT ALL TRENCHES PRIOR TO BACKFILL. CONTACT IDAHO FALLS POWER, NATHAN ANDERSON (208) 497-7362

Downtown Alley Phase One

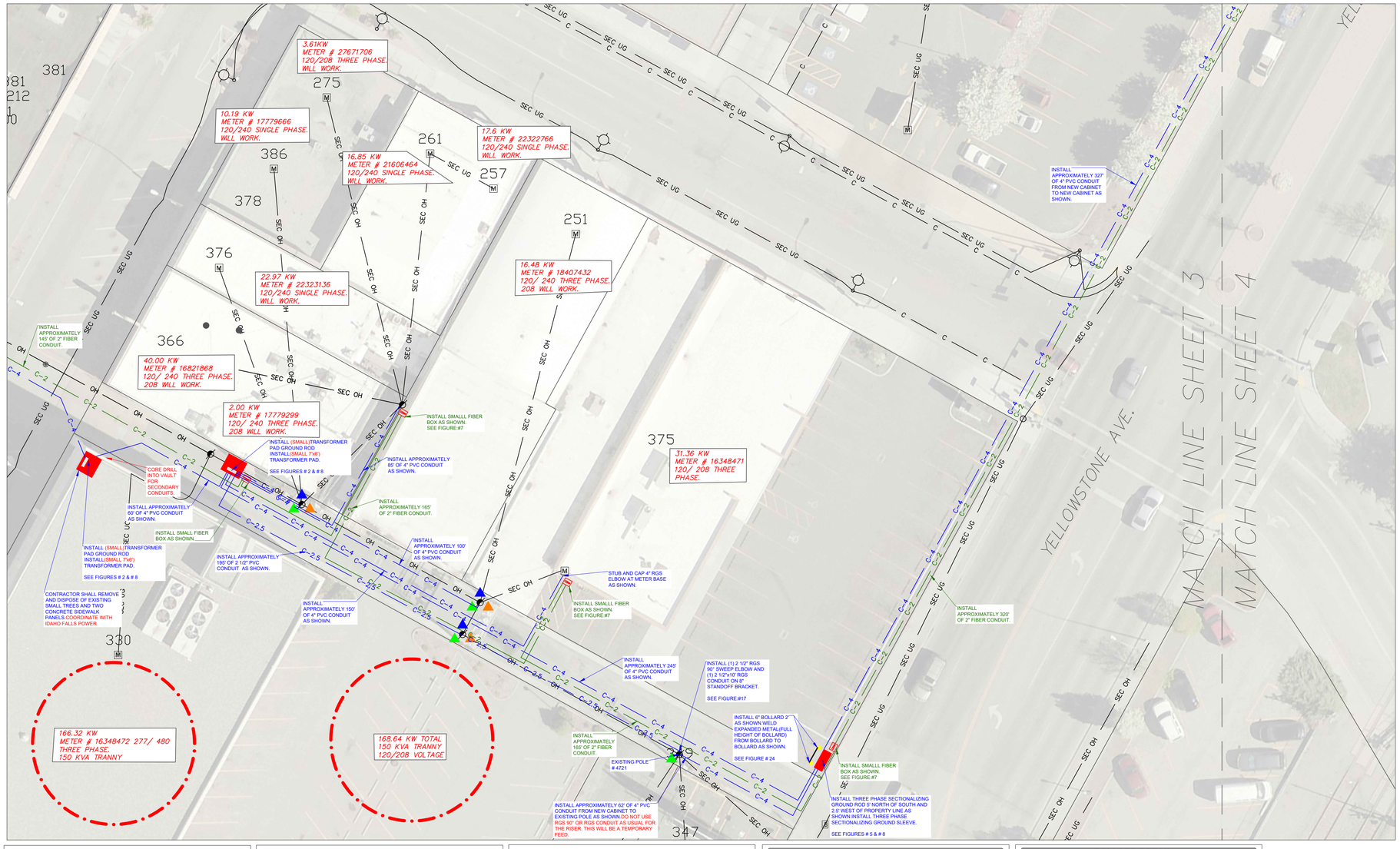
CITY OF IDAHO FALLS, IDAHO
T.2 N. R.38 E. B.M. SECTION 19 Plate 3

CadFile: Downtown Alley Phase 1

IDAHO FALLS POWER
140 South Capital Ave.
PO Box 50220
Idaho Falls, ID 83405-0220
Telephone: 208-612-8430

Date:	April 2019
Designed By:	JM
Reviewed By:	LB
Scale:	1"=20'
Work Request No.	46902
Sheet:	2 of 5

REVISION: January 2024	REVISION:
REVISION:	REVISION:



LEGEND (NEW CONSTRUCTION)

C-2	EXISTING 2" SCHEDULE 40 PVC CONDUIT (FIBER)
C-2	INSTALL 2" SCHEDULE 40 PVC CONDUIT (FIBER)
C-2	EXISTING 2" SCHEDULE 40 PVC CONDUIT
C-2	INSTALL 2" SCHEDULE 40 PVC CONDUIT
C-2.5	EXISTING 2-1/2" SCHEDULE 40 PVC CONDUIT
C-2.5	INSTALL 2-1/2" SCHEDULE 40 PVC CONDUIT
C-3	EXISTING 3" SCHEDULE 40 PVC CONDUIT
C-3	INSTALL 3" SCHEDULE 40 PVC CONDUIT
C-4	EXISTING 4" SCHEDULE 40 PVC CONDUIT
C-4	INSTALL 4" SCHEDULE 40 PVC CONDUIT
OH 1PH-A	INSTALL SINGLE PHASE A PRIMARY OVER-HEAD CONDUCTOR
OH 1PH-A	EXISTING SINGLE PHASE A PRIMARY OVER-HEAD CONDUCTOR
UG 1PH-A	INSTALL SINGLE PHASE A PRIMARY UNDERGROUND CONDUCTOR IN 2-1/2" SCHEDULE 40 PVC CONDUIT
UG 1PH-A	EXISTING SINGLE PHASE A PRIMARY UNDERGROUND CONDUCTOR
OH 1PH-B	INSTALL SINGLE PHASE B PRIMARY OVER-HEAD CONDUCTOR
OH 1PH-B	EXISTING SINGLE PHASE B PRIMARY OVER-HEAD CONDUCTOR
UG 1PH-B	INSTALL SINGLE PHASE B PRIMARY UNDERGROUND CONDUCTOR IN 2-1/2" SCHEDULE 40 PVC CONDUIT
UG 1PH-B	EXISTING SINGLE PHASE B PRIMARY UNDERGROUND CONDUCTOR
OH 1PH-C	INSTALL SINGLE PHASE C PRIMARY OVER-HEAD CONDUCTOR
OH 1PH-C	EXISTING SINGLE PHASE C PRIMARY OVER-HEAD CONDUCTOR
UG 1PH-C	INSTALL SINGLE PHASE C PRIMARY UNDERGROUND CONDUCTOR IN 2-1/2" SCHEDULE 40 PVC CONDUIT
UG 1PH-C	EXISTING SINGLE PHASE C PRIMARY UNDERGROUND CONDUCTOR
FO	EXISTING IDAHO FALLS FIBER OPTIC LINE
FO	INSTALL IDAHO FALLS FIBER OPTIC LINE IN 2" SCHEDULE 40 PVC CONDUIT
OH	INSTALL THREE PHASE PRIMARY OVER-HEAD CONDUCTOR
UG	INSTALL THREE PHASE PRIMARY UNDERGROUND CONDUCTOR IN 4" SCHEDULE 40 PVC CONDUIT
OH	EXISTING THREE PHASE PRIMARY OVER-HEAD CONDUCTOR
UG	EXISTING THREE PHASE PRIMARY UNDERGROUND CONDUCTOR
SEC OH	INSTALL SECONDARY OVER-HEAD CONDUCTOR
SEC OH	EXISTING SECONDARY OVER-HEAD CONDUCTOR
SEC UG	INSTALL SECONDARY UNDERGROUND CONDUCTOR
SEC UG	EXISTING SECONDARY UNDERGROUND CONDUCTOR
	EXISTING PARCEL LINE
	EXISTING EASEMENT LINE

INSTALL THREE PHASE TRANSFORMER PAD (6'X 7' - SMALL OR 7'X8') (BY CONTRACTOR)
INSTALL THREE PHASE TRANSFORMER (BY IDAHO FALLS POWER)

EXISTING THREE PHASE TRANSFORMER (7'X 8')

INSTALL SINGLE / THREE PHASE SECTIONALIZING CABINET BASE (PROVIDED BY IDAHO FALLS POWER-INSTALLED BY CONTRACTOR)
INSTALL SINGLE / THREE PHASE SECTIONALIZING CABINET (BY IDAHO FALLS POWER)

EXISTING SINGLE / THREE PHASE SECTIONALIZING CABINET

INSTALL SINGLE PHASE TRANSFORMER BASE (PROVIDED BY IDAHO FALLS POWER-INSTALLED BY CONTRACTOR). INSTALL ONE -10' LENGTH OF 2-1/2" PVC SECONDARY SERVICE CONDUIT FROM THE CENTER OF EACH TRANSFORMER IN BOTH DIRECTIONS AT 45° ANGLE INTO EACH LOT. UNLESS OTHERWISE NOTED. CAP END OF CONDUITS AND MARK WITH 2X4).

EXISTING SINGLE PHASE TRANSFORMER

INSTALL POWER POLE / INSTALL POWER POLE WITH ANCHOR GUY

EXISTING POWER POLE / EXISTING POWER POLE WITH ANCHOR GUY

INSTALL POWER POLE WITH OVER-HEAD TRANSFORMER (PHASE NOTED BY COLOR)

EXISTING POWER POLE WITH OVER-HEAD TRANSFORMER TO BE MOVED OR REMOVED

INSTALL CITY OF IDAHO FALLS STANDARD STREET LIGHT

EXISTING CITY OF IDAHO FALLS STANDARD STREET LIGHT

INSTALL SMALL/LARGE FIBER OPTIC JUNCTION BOX

EXISTING SMALL/LARGE FIBER OPTIC JUNCTION BOX

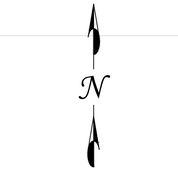
INSTALL SECONDARY PEDESTAL(IPROVIDED BY IDAHO FALLS POWER-INSTALLED BY CONTRACTOR). INSTALL ONE -10' LENGTH OF 2-1/2" PVC SECONDARY SERVICE CONDUIT FROM THE CENTER OF EACH SECONDARY PEDISTAL IN BOTH DIRECTIONS AT 45° ANGLE INTO EACH LOT. UNLESS OTHERWISE NOTED. CAP END OF CONDUITS AND MARK WITH 2X4).

EXISTING SECONDARY PEDESTAL

EXISTING METER

INSTALL JUNCTION BOX

EXISTING JUNCTION BOX



CONTRACTOR'S MAP

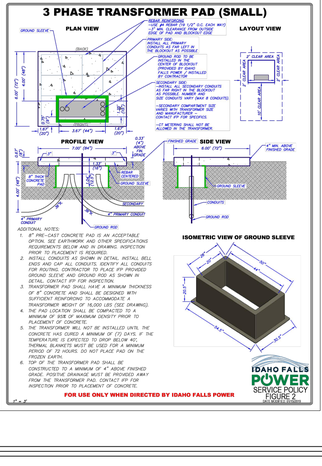
Note:
ALL 2S METERBASES WILL HAVE TO HAVE A 5TH JAW INSTALLED OR REPLACED WITH A 5 JAW METERBASE.

811 Know what's below. Call before you dig.

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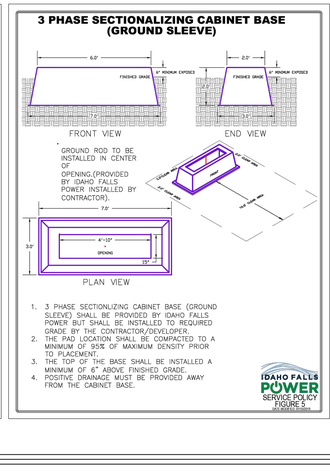
IDAHO FALLS POWER MUST INSPECT ALL TRENCHES PRIOR TO BACKFILL. CONTACT IDAHO FALLS POWER, NATHAN ANDERSON (208) 497-7362

3 PHASE TRANSFORMER PAD (SMALL)



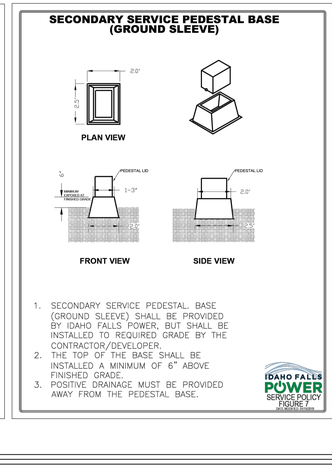
IDAHO FALLS POWER SERVICE POLICY FIGURE 2

3 PHASE SECTIONALIZING CABINET BASE (GROUND SLEEVE)



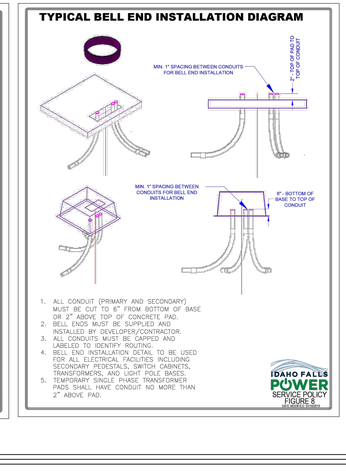
IDAHO FALLS POWER SERVICE POLICY FIGURE 5

SECONDARY SERVICE PEDESTAL BASE (GROUND SLEEVE)



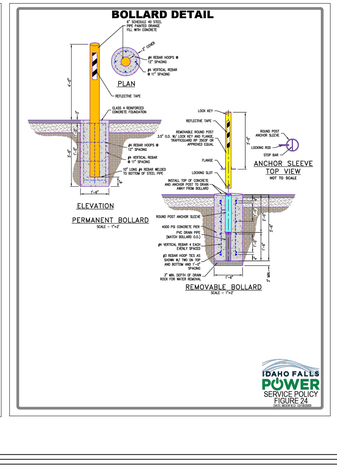
IDAHO FALLS POWER SERVICE POLICY FIGURE 7

TYPICAL BELL END INSTALLATION DIAGRAM



IDAHO FALLS POWER SERVICE POLICY FIGURE 8

BOLLARD DETAIL



IDAHO FALLS POWER SERVICE POLICY FIGURE 24

Downtown Alley Phase One

CITY OF IDAHO FALLS, IDAHO
T.2 N. R.38 E. B.M. SECTION 19 Plate 3

CadFile: Downtown Alley Phase 1

IDAHO FALLS POWER
140 South Capital Ave.
PO Box 50220
Idaho Falls, ID 83405-0220
Telephone: 208-612-8430

Date:	April 2019
Designed By:	JM
Reviewed By:	LB
Scale:	1"=20'
Work Request No.	46902
Sheet:	3 of 5
REVISION: January 2024	REVISION: --
REVISION: --	REVISION: --

3.61KW
METER # 27671706
120/208 THREE PHASE.
WILL WORK.

0.19 KW
METER # 17779666
20/240 SINGLE PHASE.
ILL WORK.

16.85 KW
METER # 21606464
120/240 SINGLE PHASE.
WILL WORK.

17.6 KW
METER # 22322766
120/240 SINGLE PHASE.
WILL WORK.

22.97 KW
METER # 22323136
120/240 SINGLE PHASE.
WILL WORK.

16.48 KW
METER # 18407432
120/ 240 THREE PHASE.
208 WILL WORK.

2.00 KW
METER # 17779299
120/ 240 THREE PHASE.
208 WILL WORK.

31.36 KW
METER # 16348471
120/ 208 THREE
PHASE.

2.27 KW
METER # 17779828
120/240 SINGLE PHASE.
WILL WORK.

168.64 KW TOTAL
150 KVA TRANNY
120/208 VOLTAGE

INSTALL (SMALL)TRANSFORMER PAD GROUND ROD. INSTALL(SMALL "PAT") TRANSFORMER PAD.

SEE FIGURES # 2 & # 8

INSTALL APPROXIMATELY 85' OF 4" PVC CONDUIT AS SHOWN.

INSTALL APPROXIMATELY 165' OF 2" FIBER CONDUIT.

INSTALL APPROXIMATELY 100' OF 4" PVC CONDUIT AS SHOWN.

INSTALL APPROXIMATELY 150' OF 4" PVC CONDUIT AS SHOWN.

INSTALL SMALLL FIBER BOX AS SHOWN. SEE FIGURE:#7

STUB AND CAP 4" RGS ELBOW AT METER BASE AS SHOWN.

INSTALL APPROXIMATELY 245' OF 4" PVC CONDUIT AS SHOWN.

INSTALL (1) 2 1/2" RGS 90° SWEEP ELBOW AND (1) 2 1/2"x10' RGS CONDUIT ON 6" STANDOFF BRACKET.

SEE FIGURE #17

INSTALL APPROXIMATELY 165' OF 2" FIBER CONDUIT.

EXISTING POLE # 4721

INSTALL APPROXIMATELY 62' OF 4" PVC CONDUIT FROM NEW CABINET TO EXISTING POLE AS SHOWN.DO NOT USE RGS 90° OR RGS CONDUIT AS USUAL FOR THE RISER. THIS WILL BE A TEMPORARY FEED.

INSTALL 6" BOLLARD 2' AS SHOWN.WELD EXPANDED METAL(FULL HEIGHT OF BOLLARD) FROM BOLLARD TO BOLLARD AS SHOWN.

SEE FIGURE # 24

INSTALL THREE PHASE SECTIONALIZING GROUND ROD 5' NORTH OF SOUTH AND 2.5' WEST OF PROPERTY LINE AS SHOWN.INSTALL THREE PHASE SECTIONALIZING GROUND SLEEVE.

SEE FIGURES # 5 & # 8

INSTALL THREE PHASE SECTIONALIZING GROUND ROD 15' SOUTH OF SIGN AND 4.5' WEST OF PROPERTY LINE AS SHOWN.INSTALL THREE PHASE SECTIONALIZING GROUND SLEEVE.

SEE FIGURES # 5 & # 8

INSTALL SMALLL FIBER BOX AS SHOWN. SEE FIGURE:#7

INSTALL APPROXIMATELY 32' OF 4" PVC CONDUIT FROM NEW CABINET TO NEW CABINET AS SHOWN.

INSTALL APPROXIMATELY 320' OF 2" FIBER CONDUIT.

INSTALL SINGLE PHASE TRANSFORMER GROUND SLEEVE.LOCATION MAY VARY FROM WHAT IS DEPICTED.

SEE FIGURES:#4 & #8

INSTALL APPROXIMATELY 6' OF 2" CONDUIT FROM NEW CABINET TO NEW TRANSFORMER AS SHOWN

COORDINATE WITH IDAHO FALLS POWER TO REMOVE THE EXISTING SINGLE PHASE TRANSFORMER. INSTALL THREE PHASE SECTIONALIZING CABINET GROUND SLEEVE ONCE TRANSFORMER HAS BEEN REMOVED.

INSTALL SMALLL FIBER BOX AS SHOWN. SEE FIGURE:#7

MATCH LINE SHEET 3

MATCH LINE SHEET 4

YELLOWSTONE AVE.

EXISTING SECTIONALIZING CABINET #1.COORDINATE WITH IDAHO FALLS POWER FOR TERMINATION OF ELBOW IN THE ENERGIZED CABINET.

INSTALL SMALLL FIBER BOX AS SHOWN. SEE FIGURE:#7

INSTALL THREE PHASE SECTIONALIZING GROUND ROD 4.5' WEST OF PROPERTY LINE AS SHOWN.INSTALL THREE PHASE SECTIONALIZING GROUND SLEEVE.

SEE FIGURES # 5 & # 8

INSTALL APPROXIMATELY 120' OF 4" PVC CONDUIT FROM NEW CABINET TO EXISTING CABINET AS SHOWN.

INSTALL APPROXIMATELY 120' OF 2" FIBER CONDUIT.

INSTALL SMALLL FIBER BOX AS SHOWN. SEE FIGURE:#7

INSTALL APPROXIMATELY 155' OF 2" FIBER CONDUIT.

INSTALL APPROXIMATELY 155' OF 4" PVC CONDUIT FROM NEW CABINET TO NEW CABINET AS SHOWN.

INSTALL THREE PHASE SECTIONALIZING GROUND ROD 15' SOUTH OF SIGN AND 4.5' WEST OF PROPERTY LINE AS SHOWN.INSTALL THREE PHASE SECTIONALIZING GROUND SLEEVE.

SEE FIGURES # 5 & # 8

INSTALL SMALLL FIBER BOX AS SHOWN. SEE FIGURE:#7

Note:
ALL 2S METERBASES WILL HAVE TO HAVE A 5TH JAW INSTALLED OR REPLACED WITH A 5 JAW METERBASE.

CONTRACTOR'S MAP

Downtown Alley Phase One

CITY OF IDAHO FALLS, IDAHO
T.2 N. R.38 E. B.M. SECTION 19 Plate 3

CadFile: Downtown Alley Phase 1

Date: April 2019
Designed By: JM
Reviewed By: LB
Scale: 1"=20'
Work Request No. 46902
Sheet: 4 of 5

REVISION: January 2024
REVISION: _
REVISION: _
REVISION: _

IDAHO FALLS POWER
140 South Capital Ave.
PO Box 50220
Idaho Falls, ID 83405-0220
Telephone: 208-612-8430

Tyrell Subrinski
Union Pacific
208-220-9632

UTILITY MAP



LEGEND (NEW CONSTRUCTION)

- EXISTING SANITARY SEWER LINE
- EXISTING STORM LINE
- EXISTING INTERMOUNTAIN GAS
- EXISTING WATER LINE
- EXISTING SANITARY SEWER MANHOLE
- EXISTING STORM MANHOLE
- EXISTING WATER VALVE
- EXISTING CATCH BASIN

N

0 20 40 80

1" = 40'

IDAHO FALLS POWER SERVICE POLICY

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IDAHO FALLS POWER MUST INSPECT ALL TRENCHES PRIOR TO BACKFILL. CONTACT IDAHO FALLS POWER, NATHAN ANDERSON (208) 497-7362

811 Know what's below. Call before you dig.

CONTRACTOR'S MAP

GENERAL LAYOUT AND CONSTRUCTION MAP

UTILITY MAP

CITY OF IDAHO FALLS, IDAHO

T. 2 N. R.38 E.B.M. SECTION 19 Plate 2

CadFile: FILENAME

IDAHO FALLS POWER
140 South Capital Ave.
PO Box 50220
Idaho Falls, ID 83405-0220
Telephone: 208-612-8430

Date:	7/16/2025
Designed By:	NA
Reviewed By:	AC
Scale:	1"=40'
Work Request No.	46902

Sheet: 5 of 5

REVISION: _	REVISION: _
REVISION: _	REVISION: _

Memorandum

File #: 25-342 **City Council Meeting**

FROM: Chris H Fredericksen, Public Works Director
DATE: Wednesday, August 6, 2025
DEPARTMENT: Public Works

Subject
Local Professional Services Agreement with Horrocks, LLC , for Intersection Improvements at South 15th East and East 49th South

Council Action Desired
☐ Ordinance ☐ Resolution ☐ Public Hearing
☒ Other Action (Approval, Authorization, Ratification, etc.)
Approve the Professional Services Agreement with Horrocks, LLC, and authorize the Mayor and City Clerk to execute the necessary documents (or take other action deemed appropriate).

Description, Background Information & Purpose
Attached please find the Local Professional Services Agreement between the City of Idaho Falls and Horrocks Engineers. Under this Agreement, Horrocks will furnish professional design services for a Federal-aid project to improve safety at the intersection of South 15th East and East 49th South by preparing plans and specifications for a new traffic signal and associated turn lanes.

Alignment with City & Department Planning Objectives



☐ ☐ ☐ ☐ ☐ ☐ ☐ ☒

This Agreements supports the community-oriented result of reliable public infrastructure by improving the intersection of South 15th East and East 49th South.

Interdepartmental Coordination
Interdepartmental coordination will take place as needed to complete the tasks associated with the Agreement.

Fiscal Impact
The cost to perform services is a not-to-exceed amount of $237,812.00. Funding to complete this work will be provided by the Street and Traffic Capital Improvement Funds with federal reimbursement at 92.66%. Sufficient funding and budget authority exist to complete the work associated with the Agreement.

Legal Review

The Agreement has been reviewed by the City Attorney's office.

1-38-04-2-TRF-2025-07

2025-044

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Idaho Transportation Department

Local Professional Services Agreement

Agreement #: 97311

THIS AGREEMENT is made and entered into this _____ day of _____, _____, by and between the CITY OF IDAHO FALLS, whose address is PO Box 50220 Idaho Falls, ID 83405, hereinafter called the "Sponsor," and Horrocks, LLC, whose address is 2775 W. Navigator Dr., Ste 210, , Meridian, ID, 83642, hereinafter called the "Consultant."

RATIFICATION

The Idaho Transportation Department, representing the Federal Highway Administration on all local federal-aid highway projects, is authorized to ratify all agreements for engineering services entered into between sponsoring local agencies and their retained consultants. All references to State used hereafter shall denote the Idaho Transportation Department.

NOW, THEREFORE, the parties hereby agree as follows:

The work covered by this Agreement is for the following project(s):

Project Name	Project #	Key #
SMA-6705, INT 15TH E AND 49TH S SAFETY IMPRV, IDAHO FALLS	A024(285)	24285

SUBCONSULTANTS

The State approves the Consultant's utilization of the following Subconsultants:

Rosemary Brennan Curtin, Inc. (RBCI)

AGREEMENT ADMINISTRATOR

This Agreement shall be administered by Lisa Popoff, Federal-aid Engineer, LHTAC; (208) 344-0565; or an authorized representative.

DUTIES AND RESPONSIBILITIES OF CONSULTANT

A. DESCRIPTION OF WORK

The Consultant shall provide professional services as outlined in the attachment(s) and as further described herein.

1. The following attachments are made a part of this Agreement:
   a. **Attachment No. 1L** is the Consultant Agreement Specifications which are applicable to all agreements.
   b. **Attachment No. 2** is the negotiated Scope of Work, Cost Estimate, and Man-Day Estimate.
   c. **Attachment No. 3** is the approved Consultant DBE Commitment form (ITD-2398) for this Agreement.

   In the case of discrepancy, this Agreement shall have precedence over Attachment No. 2, and Attachment No. 2 shall have precedence over Attachment No. 1.
2. Per Diem will be reimbursed at the current approved rates. These rates are listed at http://itd.idaho.gov/business/?target=consultant-agreements .

DUTIES AND RESPONSIBILITIES OF SPONSOR AND/OR STATE

The Sponsor and/or State shall provide to the Consultant, upon request, copies of any records or data on hand which are pertinent to the work under the Agreement.

TIME AND NOTICE TO PROCEED

A. The Consultant shall start work under this Agreement no later than ten (10) calendar days from the receipt of the written notice to proceed with the work. The Consultant shall complete all work by **12/31/2026**.

B. The Consultant shall remain available to perform additional work for an additional sixty (60) days or until the Agreement is closed out, whichever comes first.

BASIS OF PAYMENT

A. Payment Basis: Cost Plus Fixed Fee

B. Compensation Amount

1. Not-To-Exceed Amount: **$237,812.00**
2. Additional Services Amount: **$0.00**
3. Total Agreement Amount: **$237,812.00**

C. Fixed Fee Amount: **$18,417.00** (This is included in the Total Agreement Amount.)

D. Approved Overhead Rates for Prime Consultant and Subconsultants

Horrocks, LLC	177.71%
Rosemary Brennan Curtin, Inc. (RBCI)	135.89%

E. Reasonable increases in labor rates during the life of this Agreement will be accepted. Payroll additive rate, general administrative overhead rate, and unit prices are subject to adjustment during the life of this Agreement based on audit and negotiations. If the State approves an adjustment to the overhead rate or unit prices, the Consultant must then submit a written request to the Agreement Administrator requesting use of the approved rate(s) on this agreement. If the new rate(s) are accepted by the Agreement Administrator, they shall apply from the date the written request was made to the Agreement Administrator. An adjustment shall not change the Not-To-Exceed amount of the Agreement.

F. Professional Services Authorization and Invoice Summary (Authorization) No. 1 is issued in the amount of **$150,000.00** to begin the work of this Agreement. The remaining amount will be issued by consecutive Authorizations.

An additional services amount may be included in this Agreement. If so, the Sponsor will determine if additional services is required beyond the services outlined in Attachment No. 2. When additional services are required, the additional services amount of the Agreement will be utilized, and a subsequent Authorization will be issued.

IN WITNESS WHEREOF, the Parties hereto have set their hands on the day and year in this Agreement first written above.

HORROCKS, LLC
Consultant

By: Ben Burke Digitally signed by Ben Burke DN: E=benb@horrocks.com, CN=Ben Burke, OU=IF, OU=Users, OU=Accounts, DC=horrocks, DC=local Date: 2025.08.01 10:33:41-06'00'

Title: Project Engineer

CITY OF IDAHO FALLS
Local Sponsor

By: _____

Title: _____

IDAHO TRANSPORTATION DEPARTMENT

By: _____

Title: _____

IDAHO CODE CERTIFICATION FORM

Failure to comply with the terms of the referenced Idaho Code may result in breach of contract.

Anti-Boycott Clauses

Per the provisions of Idaho Code §§ 67-2346, Anti-Boycott Against Israel Act, and Idaho Code §§ 67-2347A, Prohibition on Contracts with Companies Boycotting Certain Sectors the undersigned certifies that it is not currently engaged in and will not for the duration of the contract engage in the following:

- boycott of goods or services from Israel or territories under its control; or
- boycott of any individual or company because the individual or company engages in or supports the exploration, production, utilization, transportation, sale, or manufacture of fossil fuel-based energy, timber, minerals, hydroelectric power, nuclear energy, or agriculture; or
- boycott of any individual or company because the individual or company engages in or supports the manufacture, distribution, sale, or use of firearms, as defined in Idaho Code § 18-3302(2)(d)

Prohibition on Contracts with Companies Owned or Operated by the Government of China

Idaho Code, §§ 67-2359 states “a public entity in this state may not enter into a contract with a company to acquire or dispose of services, supplies, information technology, or construction unless the contract includes a written certification that the company is not currently owned or operated by the government of China and will not for the duration of the contract be owned or operated by the government of China”. Company certifies that it is not owned or operated by the government of China.

By signing below, I certify that this company understands and will comply with the aforementioned requirements

Signature of Company’s authorized representative: Ben Burke

Digitally signed by Ben Burke
DN: E=benb@horrocks.com, CN=Ben Burke, OU=IF, OU=Users, OU=Accounts, DC=horrocks, DC=local
Date: 2025.08.01 10:33:49-06'00'

Signature

Horrocks LLC

Company Name

ATTACHMENT NO. 1L

CONSULTANT AGREEMENT SPECIFICATIONS

These specifications supplement Local Professional Services Agreements and shall be attached to said Agreements.

A. DEFINITIONS

1. **Administrator**: Person directly responsible for administering the Professional Services Agreement (Agreement) on behalf of the Local Public Agency.

2. **Combined Overhead**: The sum of the payroll additives and general administrative overhead expressed as a percent of the direct labor cost.

3. **Cost**: Cost is the sum of the hourly charge out rate and other direct costs.

4. **Cost Plus Fixed Fee**: Cost Plus Fixed Fee is the sum of the payroll costs, combined overhead, and other direct costs, plus the fixed fee.

5. **CPM**: Critical Path Scheduling. The CPM will list work tasks, their durations, milestones and their dates, and State/Local review periods.

6. **Fixed Fee**: A dollar amount established to cover the Consultant's profit and business expenses not allocable to overhead. The fixed fee is based on a negotiated percent of direct labor cost and combined overhead and shall take into account the size, complexity, duration, and degree of risk involved in the work. The fee is "fixed," i.e. it does not change. If extra work is authorized, an additional fixed fee can be negotiated, if appropriate.

7. **General Administrative Overhead (Indirect Expenses)**: The allowable overhead (indirect expenses) expressed as a percent of the direct labor cost.

8. **Hourly Charge Out Rate**: The negotiated hourly rate to be paid to the Consultant which includes all overhead for time worked directly on the project.

9. **Incentive/Disincentive Clause**: Allows for the increase or decrease of total Agreement amount paid based on factors established in the Agreement. Normally, these factors will be completion time and completion under budget.

10. **Lump Sum**: An agreed upon total amount, that will constitute full payment for all work described in the Agreement.

11. **Milestones**: Negotiated portions of projects to be completed within the negotiated time frame. Normally the time frame will be negotiated as a calendar date, but it could also be "working" or "calendar" days. As many milestones as the Consultant and the State/Sponsor believe necessary for the satisfactory completion of the Agreement will be negotiated.

12. **Not-To-Exceed Amount**: The Agreement amount is considered to be a Not-to-Exceed amount, which amount shall be the maximum amount payable and shall not be exceeded unless adjusted by a Supplemental Agreement.

13. **Other Direct Costs**: The out-of-pocket costs and expenses directly related to the project that are not a part of the normal company overhead expense.

14. **Payroll Additives:** All payroll additives allocable to payroll costs such as FICA, State Unemployment Compensation, Federal Unemployment Compensation, Group Insurance, Workmen's Compensation, Holiday, Vacation, and Sick Leave. The payroll additive is expressed as a percent of the direct labor cost.

SCOPE OF WORK
(REV 6/12/2025)

Int. 15th E. and 49th S
Safety Improvements
City of Idaho Falls

Project No. A024(285)
Key No. 24285

June 2025

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Section 100 – GENERAL PROVISIONS

Section 101 – General

101.01 General. The following is a Scope of Work to perform Professional Engineering, Planning, Materials Reports, Survey services, and Public Involvement as necessary, to complete a PS&E design package for the **Int. 15th E. and 49th S. Safety Improvement** project. This project is located in City of Idaho Falls.

The consultant team is made up of three consulting companies.

Horrocks LLC: Survey, Roadway Design, Traffic Control, Signals, Project Management, Environmental Documentation, Drainage.
Shannon and Wilson: Materials Reports, Pavement Design
RBCI: Public Involvement

It is anticipated that right-of-way will be required for this project.

101.02 Implied Terms. In order to avoid confusing repetition of expressions in this Scope of Work, it is provided that whenever anything is to be required, directed, specified, authorized, furnished, given, designated, permitted, reserved, approved, disapproved, accepted, or rejected, it shall be understood as if the expression were followed by the words “by the Agreement Administrator” or ”to the Agreement Administrator.”

Whenever anything is to be performed, designed, computed, calculated, analyzed, determined, evaluated, surveyed, obtained, established, contacted, estimated, investigated, prepared, developed, delivered, collected, and/or recorded it, shall be understood as if the expression were followed by the words “by the Consultant” or “to the Consultant.”

101.03 Software and Formats. The following software and formats shall be utilized for the prosecution of work and documents as applicable.

- Adobe Acrobat or BlueBeam, Current version or as approved
  Format:
  PDF – PDF’s of all primary submittals

- MicroStation, current ITD version or as approved for CADD drawing files
  Format:
  DGN - 3D Drawing File

- InRoads ORD, current ITD version or as approved

- ESRI ArcMap or ArcPro
  Format:
  SHP Shapefiles or geodata base
  Projection:
  City of Idaho Falls.

- MS Excel for spreadsheets
  Format:
  XLS - Workbook File

- MS Word for word processing
  Format:
  DOC - Document File

- MS Project for scheduling
  Format:
  MPP - Schedule File
  PDF – An updated PDF file will be provided as requested

101.04 Documents. All documents shall be submitted via electronic formats, unless otherwise noted or approved. Electronic documents will be submitted in their native format or Adobe Acrobat PDF format as directed or approved.

Comments, revisions, corrections, etc. to submitted documents, reports, plans, etc., shall be tracked on a BlueBeam Session and will be added to the matrix by the Engineering Consultant. The Consultant and LHTAC/City PM shall fully and clearly address all comments according to the standard ITD review tools or as required.

Documents shall be accepted and/or approved at the discretion of LHTAC/City at the time of submittal. The consultant shall be responsible for coordination with LHTAC/City to determine document format and acceptability at the time the document is prepared and/or submitted. Submitted documents that do not meet these requirements for acceptability and/or approval will be returned to the consultant with or without comment. Changes or revisions to documents due to the failure by the Consultant to meet general requirements regarding document preparation, content, format, grammar, spelling, etc. shall be completed at the expense of the consultant.

Documents shall be filed on the ITD ProjectWise server in the LHTAC project folder and according to the ITD filing protocols. Deliverables will be accomplished by submittal via ProjectWise.

101.05 Definitions and Acronyms.

ADT. Average Daily Traffic count

Agreement Administrator. As defined in Attachment No. 2 – Consultant Agreement Specifications. Unless otherwise specified, the Agreement Administrator is the Project Manager.

CatEx. Categorical Exclusion

Consultant. Prime Consultant or Sub-Consultant.

DHV. Design Hourly traffic Volume

Deliverables. Plans, specifications, estimates, reports, etc.

CPM. Critical Path Method Schedule.

EE. Environmental Evaluation document

Fixed Fee. As defined in Attachment No. 2 – Consultant Agreement Specifications.

Holidays. In the state of Idaho, holidays occur on: New Year's Day, Martin Luther King Jr./Idaho Human Rights Day, President's Day, Memorial Day, Juneteenth, Independence Day, Labor Day, Columbus Day, Veteran's Day, Thanksgiving Day, and Christmas Day, or on any day proclaimed as a holiday by legal authority.

GIS. Geographic Information System

ITD. Idaho Transportation Department

USACE. United Army Corps of Engineers

FHWA. Federal Highway Administration

Milestone(s). As defined in Attachment No. 2 – Consultant Agreement Specifications.

NEPA. National Environmental Protection Act

PA. Professional Agreement. This is a written agreement or contract between ITD and the Prime Consultant.

PSA. Professional Services Authorization (ITD_2761). As defined in Attachment No. 2 – Consultant Agreement Specifications.

PS&E. Plans, Specifications and Estimate

Prime Consultant. The individual, partnership, firm, or corporation contracting with the Idaho Transportation Department, for the performance of work prescribed in the contract.

Project Manager. (Also abbreviated as "PM"). The primary ITD/City/LHTAC point of contact for the projects. Unless otherwise specified, the Project Manager is the Agreement Administrator.

Project Schedule. Critical Path Method Schedule.

Project Team. Prime Consultant, Sub-Consultant(s), ITD/City/LHTAC personnel, and other local and/or agency personnel directly involved in the project.

SHPO. State Historic Preservation Office

Sub-Consultant. To whom the Prime Consultant sublets part(s) of the required work as defined in the Professional Agreement.

SOW. Scope of Work. Consists of Special and Standard Scope of Work.

3D. Three Dimensional (X,Y,Z)

DGN. Microstation Drawing File Format

ALG. Inroads Geometry File Format

DTM. Inroads Digital Terrain Model (Surface) File Format

ITL. Inroads Template (Typical Section) File Format

Section 110 – Administration

110.01 Administration. The Consultant will perform the work necessary to work with LHTAC/City.

110.02 Project Initiation. The Consultant will initiate the project including setting up project files, preparing budgets and schedules.

110.03 Monthly Progress Meetings. Plan, organize and direct an initial kickoff meeting followed by regularly scheduled progress meetings either virtually or at Horrocks offices in Idaho Falls, Idaho approximately twice a month throughout the duration of the project. The project is expected to last approximately 12 months. Provide an electronic copy of minutes and action items no later than three business days after each meeting. Review and approval of minutes and action items shall be completed no later than the next scheduled meeting.

Minimum Deliverables:
- Draft Meeting Minutes (Electronic copy)
- Final Meeting Minutes (Electronic copy)

110.04 Project Schedule. Prepare and provide an Initial CPM Schedule Report. Unless otherwise specified, the CPM Schedule shall be in MS Project file format.

The initial project schedule shall be coordinated with and approved by the LHTAC/City PM. Activity durations should be based upon realistic anticipated times and should not be confused with the amount of “work” required. All activity durations must be established, including concurrence from the responsible party. Original durations, approved changes, and progress shall be documented in the “notes” field for each activity.

All schedules shall satisfy this scope of work (SOW) milestones and expected completion dates.

A. Project Tracking Gantt Chart. The Project Tracking Gantt Chart shall include the following fields; ID, SSOW number, activity name, % complete, remaining duration, start date, finish date, actual

start and actual finish and the time-scaled diagram. Critical & Milestone (including True Minimum Milestones) activities shall be highlighted in “red” and “blue” colors respectively.

The Tracking Gantt Chart shall be printed on 11” x 17” paper at an appropriate scale and number of pages to produce a document that is easy to read yet minimizes the number of pages, or as approved by the PM.

B. Initial CPM Tracking Gantt Chart. Prepare and submit an initial schedule immediately after the Notice to Proceed (NTP). The submittal shall include the Project Tracking Gantt Chart.

C. Periodic CPM Progress Tracking Gantt Chart. Periodic Schedule updates will not be submitted at the monthly project meetings and/or with payment requests.

Minimum Deliverables:

- Initial CPM Schedule Report
    - Project Gantt Chart (Adobe Acrobat “pdf” file)

110.05 Progress Reports and Invoicing. Progress reports and invoices shall be completed and submitted as defined in the Professional Agreement and/or herein. The current ITD-771 form shall be used with each submittal.

Invoices shall include backup documentation for all labor and direct expenses noted and shall be in the current format as recommended by LHTAC or required. The breakdown of labor and/or costs per each item of work shall be as required or mutually agreed to by the Prime Consultant and PM. Description of work performed by each individual working on the project and a completed ITD 2892 (Certification of Payment) shall be included with each invoice if required.

Progress reports shall summarize all work completed by the Prime Consultant and any Sub-Consultant(s) and shall include the total % of work completed and the % of work completed for each active activity.

Each progress report shall include a copy of the current updated Project Scheduled as defined in Section 110.04.

Minimum Deliverables:

- Monthly Progress Reports (ITD-771)
- Certification of Payment (ITD-2892)
- Invoices
- CPM

SECTION 200 – DESIGN

Section 201 – General

201.01 General. The Consultant shall furnish all services, including but not limited to, the engineering design & drafting, labor and materials necessary to conduct and complete the work as defined or directed in this Scope of Work.

201.02 Standards. All work under this section shall conform to accepted engineering practices, ITD standards and manuals, Idaho State Code and Administrative Policy, and any FHWA standards as applicable.

201.03 References. In general, all accepted manuals relating to transportation design and this project will be used, as applicable. Unless otherwise directed, all applicable standards and procedures shall apply.

201.04 Data Available from owner. The following data may be available from the City, LHTAC, or ITD:

- As-built plan sheets
- Digital Terrain Models
- Aerial photographs
- Traffic existing volumes (Current traffic counts will be included in this scope of work.)
- Design year traffic volumes
- Accident history and base rate
- Right-of-Way information from As-Built plans if available

201.05 Documentation. Minutes for all meetings and phone conversations shall be prepared and submitted to the PM within 3 working days. The man-hours for documentation shall be included in the man-hours for the activity that the meeting or contact is relative to.

201.06 Contacts. The Prime Consultant will coordinate with the PM to determine which contacts the Prime or Sub Consultant should contact independently, and which should include the LHTAC PM.

Section 210 – Concept Development and Charter Update

210.01 Project Specifics. A concept report shall be developed for the project according to LHTAC/City guidelines and standards.

210.02 Concept Scoping. Determine the project study area and potential issues in cooperation with ITD. Coordinate with environmental and public involvement scoping, as necessary. Concept scoping and purpose and need report(s) and deliverables will be completed and submitted as part of the Draft Concept Report and the project Charter.

A. **Project Study Area.** Produce a map (CADD) with an aerial photo background showing the outline of the project study area for use by the project team in initial concept and environmental work. Identify and label all pertinent features. Revise the map as necessary after completing the Concept Scoping field review and initial contacts.

B. Field Review. Coordinate, schedule, and attend a field review.

C. Initial Contacts. Identify & meet with agency stakeholders (cities, counties, highway districts, regional planning agencies, boards, commissions, etc.) that may have an interest in the project. Meet with local entity staff to discuss project features and issues. Summarize agency concerns and /or recommendations.

D. Concept Scoping Report. Complete the ITD-332. A substitute memo or report may be used as approved. Prepare additional documentation if necessary or as directed. Provide site specific photographs of pertinent project features. Complete all revisions as requested or directed.

Minimum Deliverables: (Electronic submittals sent through LHTAC/City)

- Project Study Area Map
- Preliminary Project Concept Report
- Conceptual Environmental Evaluation
- Site photographs
- Summary Reports for each contact

210.03 Concept Purpose & Need Report. Prepare the Purpose & Need descriptions, a Project Description and the Project Termini/Limits in consultation with LHTAC/City. The Concept Purpose & Need Report shall be approved by LHTAC/City. Preparation and approval(s) shall be coordinated with the PM and Environmental Planner. Exhibit(s) shall be prepared and included if required or as directed. Revisions shall be completed as required. Concept scoping and purpose and need report(s) and deliverables will be completed and submitted as part of the Draft Concept Report.

A. Purpose & Need. Prepare the Purpose & Need descriptions based upon the conceptual project scoping. The descriptions should be concise and easily understood. The primary “purpose” for the project should be specifically identified and other relative “purposes” identified.

B. Project Description. Prepare a project description for use on project documents, reports, etc. The description will summarize the location, purpose, and anticipated construction elements. It will also note the additional Right-of-Way required and/or any other unique elements of the projects.

C. Project Termini/Limits. Document the project termini or limits by major cross roads/intersections, Mile Posts, Stations or Study Area as applicable.

D. Purpose & Need Report. Assemble the Project Purpose & Need, Project Description, and Project Termini/Limits into a concise report including the following; Cover sheet, the Conceptual Purpose & Need descriptions, Project Description, and Project Termini statement. Signature approval sheet or lines shall be included as applicable and/or directed.

210.04 Design Standards. Identify and document the project design standards as required or directed.

A. Concept Narrative. Prepare and submit a Concept Narrative that addresses the following items:

- Location
- Purpose and Need (As detailed in Section 210.03)
- Proposed Improvements (General)
- Controlling Features
- Local Contacts / Public Involvement
- Other (as required)

B. Design Standards. Complete in the project charter.

C. Typical Section. Design and draft proposed typical sections. Show existing, milling, and pavement depths based on the Phase I, II, III combined (see attached SOW) Materials report. Identify Clear Zone & Right-of-Way requirements. Include typical sections for local roads and approaches, as applicable.

D. Design Standard Approval. Assemble all required information or documents and submit for review.

Minimum Deliverables:
- Project Concept Narrative
- Attachments as required
- Additional Design Standards Document
- Typical Section(s)

210.05 Alternate Solutions. There will not be alternative alignment analysis or designs performed.

Assumptions
- This intersection will require a right tun lane in the Westbound and Southbound directions.

210.06 Additional Design Elements. Prepare and submit a brief summary documenting the existing conditions, impacted features, anticipated needs and/or proposed conditions of the following elements as applicable.

A. Roadside Features. Discuss landscaping, fencing, etc.

B. Earthwork. Discuss anticipated earthwork issues, excess material, fill requirements, etc.

C. Safety Features. Discuss traffic barriers, roadside hazards, warrants for traffic barriers, and proposed improvements.

D. Right-of-Way. Summarize existing ROW and determine the extent of new right of way necessary to complete the project.

E. Removals. Note any major anticipated removal or demolition.

F. Intersections, Access and Approaches. Summarize impacts to public road, private and commercial approaches. Determine access control issues.

G. Utilities. Complete all activities per the Guide for Utility Management - Identify Utilities located, review existing utility permits, and verify facility locations by a field survey within the project limits.

H. Erosion Control. Note any potential erosion and/or sediment or other pollution issues.

I. Constructability. Document any anticipated constructability issues.

J. Traffic Management Plan. Determine the effect of construction on the work force, the traveling public, property owners, pedestrians, etc. Highlight events and holiday traffic issues. Propose appropriate construction traffic-handling practices such as lane closures, detours, and work-hour restrictions to minimize delays and to maximize the safety of both the workers and the public.

If appropriate, develop means for mitigating construction effects using traffic rerouting to local roads.

K. Drainage. Identify hydraulic features such as canals, cross-drains, culverts, siphons, embankment protection, retention/detention ponds, and open channels, feasible stormwater disposal improvements. Currently most of the water drains into the roadside borrow ditch facilities. It is anticipated that curb and gutter will be included in the project to collect stormwater and to define the intersection. Collected water will likely be conveyed using a new storm sewer system.

Identify irrigation facilities and potential impacts.

L. Structures. Determine whether structures can accommodate additional dead load (overlay). Recommend options such as grind, membrane, overlay, etc.

210.07 Design Exceptions. It is assumed no design exceptions will be necessary for this project.

210.08 Draft Concept/Charter Report. Prepare the Draft Concept/Charter Report and submit for review. Two reviews and revisions shall be assumed.

Minimum Deliverables:

- Draft Concept Report including the following (as needed):
  - Vicinity Sketch
  - Narrative
  - Conceptual Typical Sections
  - Concept level cost estimates for each alternate.
  - Conceptual roll plot
  - Approved Phase I Materials Report and Life Cycle Cost Analysis
  - Approved Conceptual Environmental Evaluation
  - Safety Analysis, if applicable
  - Update the Charter and complete applicable sections.

210.09 Final Concept/Charter Report. Prepare and submit the Final Concept/Charter Report for approval. Document all LHTAC/City comments on the review form(s) including responses to all comments. Revise documents as needed per the final LHTAC/City review.

Minimum Deliverables:

- Final Concept Report including the following revised sections (as needed):
  - Vicinity Sketch
  - Narrative
  - Typical Sections
  - Concept level cost estimates
  - Conceptual roll plot
  - Approved Phase I Materials Report and Life Cycle Cost Analysis (according to new materials manual guidelines)
  - Approved Conceptual Environmental Evaluation
  - Completed Review Comment Form(s)
  - Finalize the Charter and complete applicable sections.

Section 220 – Preliminary Design

220.01 General. Perform the engineering services as necessary to complete the Preliminary Design as defined herein or as directed. Coordination meetings will be held as deemed appropriate by the LHTAC/City PM.

220.02 Project Specifics. Preliminary design shall be developed for the project according to ITD guidelines and standards for the **Int. 15th E. and 49th S, Safety Improvement** project.

220.03 Preliminary Traffic Study. See Task 400.

220.04 Preliminary Roadway Design. Complete the Preliminary Roadway Design as required. It is anticipated that the preferred alternative from the concept report will consist of installing a traffic signal, providing left turn lanes, and any ADA facilities as needed. Major changes to the road configuration and geometry will require a supplemental agreement.

A. Roadway Design. Complete the preliminary design for all horizontal & vertical alignments , preliminary modeling for earthwork quantities, and other related roadway design features as required. Provisions to protect all land monuments, right-of-way pins, reference points, and control points will be included. In cases where permanent pins or monuments are anticipated to be destroyed, by construction activities, provisions for their replacement will be incorporated in compliance with the State of Idaho. The limits of construction are anticipated as shown in the attached figure. Limits of construction will be determined by the traffic analysis and concept report.

B. Roadside Design. Complete the preliminary design for all roadside features such as slope flattening, retaining walls, etc. Show & label all features on the plan & profile sheets. It is assumed that all pedestrian facilities will be included to meet current version of all accessibility design requirements. This will include curb ramps, sidewalks, driveway curb cuts, and push button locations. It is assumed that ROW is required to provide all required pedestrian facilities. It is

assumed that ROW/Survey work will be required to for the new roadway and all drainage and pedestrian features.

C. Roadside Hazard Analysis. Analyze roadside safety features and guardrail warrants.

220.05 Preliminary Drainage Design. Drainage design is anticipated for this project, Drainage facilities are anticipated to designed to capture all runoff produced in a design storm event and properly convey and dispose of storm water as required.

220.06 Drainage Study Report(s). A Consultant Team will develop a Drainage Study or Report that will contain all data and calculation to document all decisions and recommendations required to properly convey, treat, and dispose of all storm water as required.

220.07 Preliminary Traffic Control Plans. Consultant team will design and prepare preliminary traffic control. Preliminary design will detail anticipated construction phases required to maintain traffic during construction. The plan will briefly include anticipated stages of construction and the need for temporary closures and corresponding detours. Details will not be prepared at this stage of design.

220.08 Preliminary Pavement Marking Design and Layout. Consultant team will design and prepare preliminary pavement marking layout. Preliminary design will detail new pavement markings required. It is anticipated the delineation will be included on the pavement marking plans.

220.09 Preliminary Signing Design and Layout. Consultant team will design and prepare preliminary signing design and layout. Final design will show new traffic sign locations. Post lengths and foundations will not be determined at this stage.

220.10 Preliminary Traffic Signal Design and Illumination Design Layout. Consultant team will design and prepare preliminary traffic signal design and layout. Preliminary design will propose signal poles and desired locations. Any existing illumination will be replaced with new light fixtures. No lighting analysis will be done at preliminary design.

220.11 Preliminary Project Plans. Complete all work necessary to prepare the following preliminary project plans as required or as directed according to ITD specifications and requirements.

A. Title Sheet. (1 Sheet)

B. Vicinity Map. (1 Sheet)

C. Total Ownership Map (1 Sheet)

D. Typical Sections. (3 Sheets, Existing, Proposed, Intersections)

E. Roadway Plan Sheets. (5 sheets at 40 Scale)

F. Roadway Profile Sheets. (5 sheets at 40 Scale)

G. Roadway Detail Sheet(s). (2 Sheets as Deemed Necessary; Approach Details are likely needed)

H. Removal Sheets. (to be on the plan and profile sheets)

I. ROW Plans (5 sheets at 40 Scale)

J. Drainage/Irrigation Plan Sheets. (4 sheets at 40 Scale)

K. Signing & Pavement Marking Plan Sheets. (5 sheets at 40 Scale)

L. Sign/Pavement Marking Detail Sheet(s). (2 Sheets, Signs & Intersections as Deemed Necessary)

M. Traffic Signal Plans. (12 Plan/Materials/Detail Sheets)

N. Traffic Control Plan Sheets. Assume that the project will be constructed in 2 stages. (10 sheets at 40 Scale and 2 detail sheets. No phasing plans will be included in the project)

O. Utility Plan Sheets. (5 sheets at 40 Scale)

P. As Directed Sheets. (3 additional sheets have been added as "as directed" sheets to be included.)

220.12 Preliminary Utility Coordination. Complete all activities per the Guide for Utility Management - Section 420.00 – Preliminary Design of Project. Includes preparation of initial submittal of two utility plan sets and initial contact letter to utilities (for identification and/or verification and request for information & documents), field inspections with all utilities, receipt and assembly of all related information & documents, identification of all utility facilities to be relocated and/or retained & at whose expense, cost estimates for facilities to be relocated at State expense and preparation of preliminary utility plans.

As a minimum, the preliminary utility plans shall show all facilities to be relocated, adjusted and/or retained including at whose expense and any identified constraints.

A. Initial Utility Contact Letter and Plan Submittal. Prepare & submit an initial contact letter to all identified utilities. The team will also meet in person with a representative from the utility company. One meeting with the project manager for the initial contact is anticipated for each utility. Prepare vicinity sketch and/or initial utility plans as needed or directed. Document all conversations, telephone calls, etc.

B. Field Inspections. Coordinate and attend Field Inspections with all utilities. Prepare and submit a field inspection report to document all information, discussions, and decisions during the field inspection.

C. Utility Relocations/Adjustments. Adjust Utility plan notes and details according to information received from utilities from Field Inspections or ensuing coordination.

D. Utility Information. Assemble all information received. Follow up as needed to ensure that all related information is provided by all utilities. Update Preliminary Utility Plans as needed. Prepare Preliminary Cost Estimate, if needed.

Minimum Deliverables:
- Copies of Utility submittal letters
- Initial Utility Plans, if required
- Field Inspection Report(s)
- Copies of all related information and documents received from the Utilities
- Preliminary Estimates of Cost, as needed
- Preliminary Utility Plans 5 sheets at 40 Scale

220.13 Preliminary Estimate of Cost. Prepare and submit a preliminary estimate of cost for the proposed construction of the project. The estimate shall be in ITD's current cost estimate format unless otherwise directed or approved.

Minimum Deliverables:
- Preliminary Estimate of Cost

220.14 Preliminary Design Review.
Prepare and submit preliminary design review package. Task includes QC/QA before submittal by the consultant team. It is anticipated that plans will be delivered digitally in PDF format. Attend the preliminary design review and record & prepare minutes. Prepare post-review report or letter to summarize significant comments and all decisions.

Minimum Deliverables (as applicable):
- Title Sheet
- Vicinity Map
- Project Control Sheet
- Total Ownership Map, & Special Maps
- Typical Sections
- Plan & Profile Sheets
- Roadway Detail Sheets
- Removal Sheets
- Preliminary Utility Plans
- Preliminary ROW Plans
- Preliminary Drainage Plans
- Preliminary Pavement Marking/Signing Plans 5 sheets at 40 Scale
- Preliminary Traffic Signal Plans
- Preliminary Traffic Control Plans 2 Roll Plots
- Utility Plans Sheets
- As Directed Sheets
- Preliminary Estimate of Cost

Assumptions
• Two (2) week LHTAC/City review period.

• The Preliminary Design Review Meeting will be a maximum of four (4) hours.
• Blue Beam software will be utilized.
• Four (4) representatives from Horrocks will attend the review meeting.
No Bid Items or completed summary sheets will be included in the Preliminary Design Package

220.15 Design Study Report.
A Design Study Report will not be required for this project. A standard memo will be drafted that will clear the projects design approval, waiver of public hearing, and certify the location.

Minimum Deliverables:
- Draft Design Approval and Waiver of public Hearing

Section 230 – Final Design

230.01 General. Perform the engineering services as necessary to complete the Final Design as defined herein or as directed.

230.02 Project Specifics. Final design shall be developed for the project according to AASHTO, ITD, City, and FHWA guidelines and standards for the **Int. 15th E. and 49th S, Safety Improvement Ave.** project. Although the team will analyze a roundabout concept and an alternative intersection concept, it is anticipated that the configuration of the intersection will be for a standard 8 phase traffic signal. ADA features will be added if needed.

230.03 Final Roadway Design. Complete the final roadway design including final plan sheets as needed. Complete the final design for all horizontal & vertical alignments, final modeling for earthwork quantities, and other related roadway design features as required. The design shall follow the most current roadside design and clear zone standards.

230.04 Drainage Design. Complete all drainage related design and prepare plan sheets as needed.

A. Culvert(s) and/or Siphon(s). It is assumed that no Culverts or Siphons are located on this project. Any that exist within the project limits will be retained and protected.

B. Sanitary Sewer(s). It is assumed no Sanitary Sewer design will be required.

C. Embankment Protectors. Complete all design for Embankment Protectors (embankment protection at pipe ends, inlet/outlet protection) as required or directed. Include details on plans/profile and/or other detail sheets as needed.

D. Retention/Detention Facilities. It is assumed that a retention or detention facility will be required for this project. All drainage and storm sewer systems will be conveyed to the a new retention or detention facility.

E. Minor Structures. It is assumed that no minor structures will be required for this project

F. Miscellaneous Drainage Features. Complete all design for other miscellaneous drainage features as required or directed. Include details on plans/profile and/or other detail sheets as needed.

Minimum Deliverables (as needed):

- Plan & Profile Sheet details
- Minor Structure Plans
- Pipe Summaries
- Other plan and/or detail sheets as needed
- Approval Letters/Documentation as required or directed

230.05 Roadside Design. Complete design for all related roadside design. May include specific parcel details, approaches/access details, approach plan & profile design, landscaping or seeding, fencing, guardrail, etc. Include applicable design features on plan & profile sheets. Prepare specific plan, profile and detail sheets as required.

Minimum Deliverables (as required by ITD Design Manual and submitted to ITD's ProjectWise Database):

- Plan & Profile Sheet details
- Approach plan and/or profile sheets
- Landscape or seeding details
- Fencing details
- Guardrail plans, including details

230.06 Final Structure Design. No structural design, aside from sign and traffic signal foundations are anticipated. Typical standard detail signs and signal pole foundations are anticipated.

230.07 Final Traffic Control Plans. Consultant team will design and prepare final traffic control and construction staging plans. Design will detail anticipated construction phases required to maintain traffic during construction. The plan will include anticipated stages of construction and the need for temporary closures. Detailed plans will be prepared at this stage of design.

230.08 Final Pavement Marking Design and Layout. Consultant team will design and prepare the final pavement marking layout. Final design will detail new pavement markings required.

230.09 Final Signing Design and Layout. Consultant team will design and prepare final traffic control and construction staging plans. Design will detail new signs required and show new traffic sign pole locations. Pole lengths and foundations will be determined at this stage.

230.10 Final Traffic Signal Design and Illumination Design Layout. Consultant team will design and prepare final traffic signal design and layout. The final design will include signal poles at desired locations, conduit layout, wiring diagrams, and other details as required. Coordination with utility plans for power and potential conflicts will be required.

230.11 Final Roadway Plans. Complete all work necessary to prepare final roadway plans as required.

A. Title Sheet. (1 Sheet)

B. Vicinity Map. (1 Sheet)

C. Total Ownership Map (1 sheet)

D. Project Clearance Summary. (1 Sheet)

E. Typical Sections. (3 Sheets, Existing, Proposed)

F. Roadway Summaries. (2 Sheets)

G. Drainage/Irrigation Pipe Summaries. (1 Sheet)

H. Roadway Plan/Profile Sheets. (5 sheets at 40 Scale)

I. Roadway Detail Sheet(s). (1 Sheet)

J. Removal Sheets. shown on roadway plans

K. Utility Plans (5 sheets)

L. ROW Plans (5 sheets at 40 Scale)

M. Drainage/Irrigation Plan Sheets. (5 sheets at 40 Scale)

N. Signing Erection Specification Sheet(s). (1 Sheet)

O. Signing & Pavement Marking Plan Sheets. (5 sheets at 40 Scale)

P. Sign/Pavement Marking Detail Sheet(s). (5 Sheets)

Q. Traffic Signal Plan Sheets (12 Plan/Detail Sheets (including standard detail sheets))

R. Traffic Control Plan Sheets. (15 Sheets and 4 Details sheets. No phasing plans will be required)

S. SWPPP Sheets. (5 sheets at 40 Scale)

T. As Directed Sheets (3 sheets to be included as directed.)

U. Structure Detail Sheets (0 Sheets)

a. (No Structure Details)
b. No retaining walls anticipated.
c. No pedestrian walls anticipated.

230.12 ESCP/SWPPP Plan. A project specific NPDES Storm Water Pollution Prevention Plan (SWPPP) or an Erosion Sediment Control Plan (ESCP) will be completed and will be determined based on the amount of ground disturbance. A Preliminary ESCP/SWPPP will be submitted for review. All comments will be addressed and a Draft ESCP/SWPPP prepared and submitted for approval.

Minimum Deliverables:
- Erosion & Sediment Control Plan (SWPPP Site Plans) or Storm Water Pollution Prevention Plan (SWPPP)

230.13 Final Utility Coordination. Complete all activities per the Guide for Utility Management - Section 430.00 – Final Design of Project. Includes updating of utility plans for all facilities to be relocated and/or retained including at whose expense. Submittal of final utility plans for review, completion of all required revisions and submittal of the final utility plans and all related documents, as required.

A. Submit Final Utility Plans to Utility Companies. Submit updated Utility Plans for review by utility companies. Complete all revisions as required.

B. Utilities Coordination & Additional Information. Coordinate the final design and plans with Utilities as needed. Request additional information from Utilities and document all contacts, conversations, etc. as needed. It is anticipated that waivers will be acquired. If a hearing is required a supplemental agreement.

C. Final Cost Estimates. Prepare Final Cost Estimates for any non-franchise utility relocations as needed.

D. Construction CPM Schedule. Identify utility related construction activities and include in the Construction CPM Schedule.

E. Utility Special Provisions. Prepare Special Provisions inserts, if required.

Minimum Deliverables:
- Final Utility Plans, for review
- Final Utility Plans
- Final Cost Estimates
- Utility Special Provisions
- Construction CPM Schedule Utility Activities
- Copies of Utility related property information and/or other pertinent information
- Utility Waivers from each Utility Company that is required to relocate.

230.14 Final Estimate of Cost. Prepare a final estimate of cost for the proposed construction of the project. The estimate shall be in ITD's current cost estimate format unless otherwise approved by the PM.

Minimum Deliverables:
• Final Estimate of Cost in a PDF and Estimator format

230.15 Specifications. Write special provisions, modifications to standard and supplemental specifications, contractor's notes, etc. and compile with standard inserts. All Environmental Commitments from the Environmental Evaluation shall be included.

Minimum Deliverables:
- Specifications (Special Provisions)

230.16 Construction Staging Plan. It is assumed a Construction Staging plan will be modified as necessary. Sheets will be developed based on the roll plots from Preliminary Design.

230.17 Contract Time Determination. The contract construction time in accordance with the procedures outlined in the Roadway Design booklet "Contract Time Determination in Project Development" will be prepared. A time scaled logic diagram (Gantt Chart) with MS Project will be prepared. The schedule shall be submitted in both paper and electronic versions.

Minimum Deliverables:
- Contract Time Determination Schedule (Gantt Chart)

230.18 Road Closure & Maintenance Agreement Exhibit. It is assumed a Road Closure & Maintenance Agreement Exhibit will NOT be required.

230.19 Final Design Review. The Final Design review package will be prepared and submitted. QC/QA will be completed by the consultant team prior to submittal. The Consultant will attend the final design review and record & prepare minutes. The Consultant will prepare post-review report or letter to summarize significant comments and all decisions and review Environmental Commitments to ensure inclusion.

Minimum Deliverables (as required by ITD Design Manual and submitted to Projectwise®):
- Title Sheet
- Vicinity Map
- Total Ownership Map & Special Maps
- Project Clearance Summary
- Typical Sections
- Roadway Summary
- Pipe Culvert Summary
- Storm Sewer Summary
- Plan & Profile Sheets
- Roadway Detail Sheets
- Removal Sheets
- Erosion & Sediment Control Plans (SWPPP Site Plans)
- Final Utility Plans
- Final Right of Way Plans
- Construction Staging/Phasing Plans
- Final Traffic Control Plans
- Final Pavement Marking Plans

- Final Delineation Plans (Included on Pavement Marking Plans)
- Sign Erection Sheets
- Final Signing Plans
- Final Signal Plans
- Final Estimate of Cost
- Specifications (Special Provisions)
- Contract Time Determination Schedule (Gantt Chart)
- Minimum Testing Requirements (MTR)

Assumptions
• Two (2) week LHTAC/City review period.
• The Final Design Review Meeting will be a maximum of four (4) hours.
• Blue Beam software will be utilized.
• Four (4) representatives from Horrocks Engineers will attend the review meeting.

230.20 Final Design Review Revisions. Compile final design review comments. Revise plans estimate of cost, specifications (Special Provisions) and Contract Time Determination Schedule (Gantt Chart) per comments and complete responses to comments.

Minimum Deliverables:
- Compiled Final Design Review Comments with Responses
- Revised Plans, documents, etc.

Section 240 – Plans, Specifications & Estimate (PS&E)

240.01 General. Perform the engineering services as necessary to complete the Plans, Specifications & Estimate as defined herein or as directed.

240.02 Project Specifics. The PS&E submittal includes all the necessary revisions derived from the approved Design Study Report, approved Environmental Evaluation Report, updated ITD Supplemental Specifications, updated Standard Drawing List, and the QA/QC review.

240.03 Quality Control Check. A quality control check, including but not limited to, final cross check of summary sheets, plan sheets, special provisions and the estimate for agreement in bid item number, units and/or quantities will be completed. The plans will be checked for compliance with environmental commitments and R/W agreements. All revisions from this review will be completed in subsection 240.07.

240.04 Draft PS&E Package. Assemble and submit a draft PS&E package for review. ITD will review the package and respond with comments and required revisions, if necessary.

Minimum Deliverables:
- Plans
- Specifications
- Estimate of Cost
- Contract Time Determination

Assumptions

- Two (2) week ITD review period.
- The Final Design Review Meeting will be a maximum of four (4) hours.
- Blue Beam software will be utilized.
- Four (4) representatives from Horrocks Engineers will attend the review meeting.

240.05 Final PS&E Package. A PS&E package will be assembled and submitted for review. All original project plans will be endorsed (stamped, dated, and signed). The estimate of cost will be completed in ITD's current format. Environmental Commitments will be reviewed prior to submittal.

Minimum Deliverables:

- Original Plans
- Plans
- CADD files
- Specifications
- Estimate of Cost
- PS&E Submittal Checklist and PS&E Information Sheet
- Non-Bid Project Items List
- All required/obtained permits
- SWPPP Narrative
- Contract Time Determination
- Land XML Finish Grade Surfaces

240.06 PS&E Package Revisions/Updates. Responses to the recommendations or required revisions will be provided. Final updates due to updated ITD specifications, special provisions, etc. will be included in this package.

A. All revisions will be completed, as necessary, and the revised plans, specifications & estimate and other documents will be individually inserted into the Final PS&E package. All revised plans will be endorsed (stamped, dated, and signed). All CADD files will be provided per ITD's CADD specifications and requirements.

B. The Resident Engineer's File will be assembled and submitted via ProjectWise.

Minimum Deliverables:

- Responses to PS&E Review Comments
- Revised Plans
- CADD files
- Revised Specifications (electronic copy)
- Revised Estimate of Cost (electronic copy)
- 404 Permit (electronic copy)
- Other Permits and Agreements such as Utility, Water Quality, etc. (electronic copy)
- PS&E Submittal Checklist (Completed)
- Resident's File (submitted electronically to LHTAC/City)
- An environmental re-valuation will be prepared by LHTAC.

240.07 Contract Bidding & Letting Support. Respond to design questions. Attend a pre-bid meeting if required.

SECTION 300 – STRUCTURES

Section 301 – General

301.01 General. No structures anticipated for this project.

SECTION 400 – TRAFFIC

Section 401 – General

401.01 General.
All traffic services shall be completed by the consultant team.

401.02 Traffic Data.
Horrocks will obtain any traffic data that the City of Idaho Falls provides.

401.03 Traffic Analysis.
Horrocks will assume the installation of a traffic signal at this intersection.

Assumptions

- Horrocks will assume the storage length at the turn lanes, are the required minimum storage length at a signalized intersection.
- Taper rates will be calculated from the posted speed limit.

SECTION 500 – LOCATION SURVEYING, BOUNDARY SURVEY & MAPPING

500.01 Project Reconnaissance.
The Project Manager, Project Surveyor and Survey Team will visit the project site and determine the supplemental survey that may be needed, including preliminary location of monuments, utilities, and other physical features. Horrocks will use previously collected static or mobile LiDAR data for basis of the topography and terrain model.

500.02 Right of Entry
Horrocks, with assistance from City will request right of entry from adjacent property owners for survey (boundary survey and topo survey) and environmental field studies.

500.03 Administration of Survey and Survey Crew.
The Project Surveyor will provide instruction and assignments to the Survey Team, review survey work and coordinate CAD downloading and manipulation of survey data. The Project Manager and Project Surveyor will periodically review the work by the survey team to monitor data collection and information to ensure efficient and accurate design data.

500.04 Topographic Survey.
The survey team will supplement previously collected survey data. Previously delivered survey data was delivered in Civil3D. This will be converted to Microstation ORD format for the purposes of this project. The existing topographic and terrain drawings will be updated as necessary. It is assumed provide survey data they may have which may be incorporated into the previously collected survey data.

500.05 Boundary Survey.

Horrocks will review County Assessor data to verify ownership. Horrocks will create an Existing Right-of-Way Base MicroStation file. This base map will be used as a working base to help with any Right-of-Way acquisition required by the project. Title commitments will be requested for each parcel requiring fee or easement acquisition. The cost of these commitments will be reimbursed by LHTAC.

Assumptions

- All Right-of-Way acquisition will be completed by the Consultant.

Deliverables

- Existing ROW base map DGNA file containing, ROW lines, PLSS section lines, and easement lines. Existing ROW lines will have linework draped onto the existing terrain model and linked cells to allow Existing ROW lines to be viewed in 3D and Cross section views.
- Boundary survey of the existing ROW shall be developed to establish the existing ROW for development of the Right of Way plans by the City.

500.06 Record of Survey

Consultant will complete and file the record of survey in conjunction with Bonneville County, which depicts the existing right-of-way, new right-of-way, parcel acquisitions and permanent easement parcels within the project area. All the hours for this work will be performed under 850.01.

SECTION 600 – MATERIALS

600.01 General. There will be no Materials services provided.

Assumptions:

- It is assumed that the typical sections will match existing roadway typical.
- The City will provide assumptions for the storm water storage requirements.

SECTION 700 – ENVIRONMENTAL

Section 701 – General

701.01 General. Environmental services shall be completed by Horrocks.

Assumptions:

- It is assumed that the appropriate National Environmental Policy Act (NEPA) document for this project is a categorical exclusion that will need to be approved by FHWA.
- It is assumed that any right-of-way to be acquired for the project will be from areas committed to urban development and that coordination on prime farmland requirements will not apply.
- It is assumed the project will not adversely affect historic properties and that Section 4(f) services will not be required.
- The project will not impact threatened or endangered species, migratory birds, or other protected wildlife. A “no effect” finding will be the appropriate determination for Endangered Species Act (ESA)-listed species.
- Lane additions for the project will be turn lanes. No through-lanes will be added for the project and a noise analysis is not included in this scope of services.

Section 710 – Environmental Documentation

710.01 Cultural Resources. This work will be conducted by Horrocks and will be in accordance with Section 106 of the National Historic Preservation Act (NHPA), NEPA, and other pertinent regulations.

The Archaeological and Historic Survey Report (AHSR) will follow the 2024 Idaho State Historic Preservation Office (SHPO) standards and format, and shall include background research, field survey, and preparation of the report. The survey report shall include discussions of field methods, survey results, maps showing areas surveyed, inventory forms, and preliminary recommendations of National Register of Historic Places (NRHP) eligibility. The survey will be intensive. Waste sites, staging areas, materials source sites, etc. shall be included in the report if they are identified. Consultant will provide sufficient information to prepare Determinations of Significance and Effect (ITD 1502) by ITD’s Highway Archaeologist for submittal to SHPO.

A. ITD-1500 Submittal Package. It is assumed that LHTAC will submit ITD-1500 as needed to ITD. Horrocks will help with any maps or exhibits that will be required.

B. Research. Database checks are required for previous survey and known sites within one mile of the project area. Database checks will be conducted with the Idaho SHPO. Newly recorded sites may require additional research to provide context. Research may be conducted at SHPO, Idaho Historical Library, NRHP, county historical society, and/or the county assessor.

C. Fieldwork. Applicable field investigation techniques shall be discussed with the Highway Archaeologist/Architectural Historian to determine the appropriate methodology. Project leaders will provide a full project description including measurements and figures that show all proposed areas of ground disturbing activities. This will include all proposed excavation, staging, material storage, and any other area that has potential for ground disturbance. An Area of Potential Effect (APE) will be intensively surveyed using pedestrian transects spaced no more than 30 meters apart, but may be spaced closer depending on the environmental conditions. The field survey will follow Idaho SHPO and Archaeological Survey of Idaho (ASI) guidelines.

D. Site Forms. Up to 3 cultural resources will be recorded under this scope of work. This includes one historic architectural site and two historic linear sites. These sites will be fully documented to provide data on location, dimensions, content age, context and integrity for an assessment of NRHP eligibility. The sites will be recorded on the Idaho Historical Sites Inventory (IHSI) forms. Cultural staff will consult with LHTAC/City to review site eligibility and potential project effect prior to the submittal of the cultural report.

E. Cultural Resource Survey Report. The AHSR will follow Idaho SHPO and ASI guidelines. The report will follow the 2024 Idaho SHPO standards and format. The report will include research, field survey methods, survey results, findings (including site condition and eligibility), potential project effects, recommendations, maps, photos, and the appropriate site forms. Resources, which are noted, but not considered sites will be discussed in the AHSR rather than recorded on separate site forms. All Noted but Not Recorded (NBNR) resources will be photographed, plotted on a map, and listed in a table within the report. Horrocks shall address all comments, if any, received by ITD/LHTAC/City and SHPO and revise and resubmit as needed.

F. Technical Review QA/QC. Prior to submitting any cultural resource documents, internal Quality Assurance and Quality Control shall be completed by a technical editor and cultural resource staff.

G. Comment Response. The draft report will be submitted to LHTAC/City who will submit to ITD Headquarters for review. Comments will be addressed, and the revised report will be resubmitted to SHPO for review and concurrence. Following the submittal of the cultural resource report, the ITD cultural resource staff and SHPO are each allowed 30-day reviews. Should either agency staff require report edits or revisions of the project area, the review cycle for each is renewed at the time of the submitted report changes.

MINIMUM DELIVERABLES:

- Draft AHSR for LHTAC/City review (one electronic copy)
- Draft AHSR for ITD Headquarters review (one electronic)
- Final AHSR for SHPO (one electronic)
- ICRIS upload electronic documents, project photographs, and GIS shapefiles (for SHPO)

ASSUMPTIONS:

- Waste sites, staging areas, and materials source sites will be contractor furnished.
- Three sites are anticipated to be recorded under this scope of work. If additional sites are identified, these will be recorded and evaluated under an additional services agreement.
- No NBNR sites will be recorded under this scope. If additional NBNR sites are identified, they will be recorded under an additional services agreement.
- If the project determines that any sites are eligible for the NRHP, then a Determination of Adverse Effect and Section 4(f) Evaluation shall be completed under an additional services agreement.

710.02 Hazardous Materials. The consultant shall complete the Hazardous Materials Evaluation Sheet – Administrative Review Form within the ITD Categorical Exclusion Determination form. The task shall include a database review, windshield survey, and agency contacts (if necessary depending on database and survey findings).

Assumptions:

- It is assumed that an administrative review will be the appropriate level of hazardous materials review for the project.
- An Initial Site Assessment (Phase I) will not be necessary.
- A Preliminary Site Investigation (Phase II) will not be necessary.
- This task does not include soil, groundwater, asbestos, or lead-based paint sampling.

Deliverables:

- Hazardous Materials Evaluation Sheet – Administrative Review Form within the Categorical Exclusion Determination (a separate independent deliverable will not be submitted)

710.03 Aquatic Resources.

Assumptions:

- It is assumed that there are no aquatic resource investigations required (ARDR, ARIR). If it is required a supplemental will be necessary for this work.
- It is assumed that there will not be any aquatic resource permitting as a part of this scope.

Section 720 – Categorical Exclusion Determination

720.01 ITD Form 654: Categorical Exclusion. The consultant shall complete the latest version of ITD's Categorical Exclusion Determination (ITD Form 0654). A draft Categorical Exclusion document will be compiled and submitted for LHTAC/City review per the latest standard operating procedure for environmental document submissions. Consultant shall address comments and resubmit for ITD HQ review. Consultant shall address comments, and if necessary, will submit a third draft for FHWA review. A final Categorical Exclusion document will then be prepared for approval.

Consultant shall research and document the following items to be included in the document:

- Purpose and Need
- Project Description
- Right-of-Way Acquisition
- Changes in Access or Access Control
- Changes in Travel Patterns
- Summary of the Following Environmental Issues:
    - Cultural Resources
    - Hazardous Materials
    - Socioeconomics
    - Environmental Justice
    - Sole Source Aquifer
    - Wetlands and Waters of the United States
    - Biological Resources
    - Construction Impacts

Assumptions:

- The following environmental issues will not require detailed discussion in the Categorical Exclusion:
    - Section 4(f)

- Section 6(f)
- Prime Farmland
- FAA Facilities or Notification
- Noise
- Air Quality
- Visual Resources/Aesthetics
- Floodplains
- Wild and Scenic Rivers

Deliverables:

- Categorical Exclusion Draft No. 1 for review by LHTAC/City
- Categorical Exclusion Draft No. 2 for review by ITD HQ
- Categorical Exclusion Final Draft for approval

SECTION 800 – RIGHT-OF-WAY

Purchase of new right-of-way is an anticipated part of this project.

Section 800 – General

801.01 General. The consultant shall furnish all services, including but not limited to, the labor and materials necessary to conduct and complete the work as defined or directed.

801.02 Standards. All work under this item will be in accordance with the *ITD Design Manual.*

Section 810 – Preliminary Right-of-Way Plans

810.01 Preliminary Right-of-Way Plans. The consultant shall prepare total ownership maps, right-of-way plans and legal descriptions. Total Ownership maps are anticipated to be at 1”=100’ scale and Right-of-Way plans are anticipated to be at a 1”-40’ scale.

A. **Preliminary Right-of-Way Plans**. The consultant shall prepare preliminary Right-of-Way Plans for the project in accordance with ITD Design Manual requirements. Complete the Plan Sheet portion of the Right-of-Way Pan Checklist (ITD 0131). A Right-of-Way cost estimate (Form 2829) will also be provided. Provide two (2) draft submittals of plans and checklist to LHTAC/City for review and comments. LHTAC/City will review and provide comments on the first submittal. Address the review comments in the second submittal. Draft submittals will not be stamped and signed.

B. **Preliminary Total Ownership Map**. The consultant shall complete the existing ROW base map and prepare preliminary Total Ownership Map for the project in accordance with ITD Design Manual requirements. Complete the Total Ownership Map portion of the Right-of-Way Plan Checklist (ITD 0131). Provide two (2) draft submittals of map and Checklist to LHTAC/City for review and comments. LHTAC/City will review and provide comments on the first submittal. Address review comments in the second submittal. Draft submittals will not be stamped and signed.

Assumptions:

- Approximately 8 parcels will require survey for existing ROW and up to 5 partial ROW acquisitions are anticipated.
- Right-of-Way acquisition will be necessary and will be completed by Horrocks' Right-of-Way agents.
- No condemnations are anticipated (eminent domain). If condemnation is necessary, this work will be covered under a supplemental agreement.

Minimum Deliverables:

- Draft Preliminary Right-of-Way Plans and Checklist (pdf)
- Draft Preliminary Total Ownership Map and Checklist (pdf)
- Preliminary Right-of-Way Plans (pdf), Checklist (pdf) and completed review comment form (MS Word)
- Preliminary Total Ownership Map (pdf), Checklist (pdf), and completed review comment form (MS Word)

Section 820 – Final Right-of-Way

820.01 Final Right-of-Way Plans. The consultant shall prepare and submit draft Final and Final Right-of-Way Plans based on the review comments and final design details. The Right of Way cost estimate (Form 2839) will also be updated and submitted with the Right of Way plans. Complete the Plan Sheet portion of the Right-of-Way Plan Checklist (ITD 0131). The draft Final set will not be stamped and signed. Two (2) stamped and signed Final hard copy sets will be submitted, one in color and the other in grayscale.

820.02 Final Total Ownership Map. The consultant shall prepare and submit draft Final and Final Total Ownership Map based on the review comments and final design details. Complete the Total Ownership Map portion of the Right-of-Way Plan Checklist (ITD 0131). The draft Final set will not be stamped and signed, but the Final set will. Two (2) stamped and signed Final hard copy sets will be submitted, one in color and the other in grayscale.

820.03 Legal Descriptions. The consultant shall prepare and submit draft and Final Legal Descriptions and Legal Description Checklist (ITD 0130) for all right-of-way and permanent easements being acquired. For right-of-way, the descriptions will include the area of the entire parcel to be acquired for fee simple purposes, including the area of any portion deemed prescriptive right-of-way. The draft submittals will not be stamped and signed. Final versions will be signed, stamped and submitted in electronic and paper format.

Assumptions:

- Legal Descriptions are not required for temporary easements.
- The consultant will request Title Reports from a reputable title company for all property from which parcels or easements must be acquired. This item will be covered in reimbursable expenses.
- These work sub-tasks do not include work associated with condemnations. Any condemnation exhibits or legal descriptions required for condemnations will be addressed by a future scope of work and supplemental agreement.

Minimum Deliverables:

- Draft Final Right-of-Way Plans (pdf), Checklist (pdf), and review comment form (MS Word)
- Draft Final Total Ownership Map (pdf), Checklist (pdf), and review comment form (MS Word)
- Draft Legal Descriptions and Checklist (pdf)
- Final Right-of-Way Plans (pdf, color-paper, grayscale-paper), Checklist (pdf), review comment form (MS Word)
- Final Total Ownership Map (pdf, color-paper, grayscale-paper), Checklist (pdf), review comment form (MS Word)
- Final Legal Descriptions (pdf and paper), Checklist (pdf), review comment form (MS Word)

Section 830 – Appraisal Staking

830.01 Appraisal Staking. As notified to proceed by the City, consultant will stake the boundaries of right-of-way acquisition parcels, permanent easements and temporary easements with wood lathe and ribbon. Mark corners, points of curve, points of tangent, points at 100-foot intervals along tangents, and points at 50-foot intervals along curves. Within 24 hours of staking each property, Consultant will notify the City that staking is complete. At least 48 hours advance notice will be given to Consultant for appraisal staking requests.

Section 840 – Right-of-Way Monuments

840.01 Right-of-Way Monuments. Once property for the project has been acquired and prior to construction, the consultant will set right-of-way monuments on the new right-of-way line at all changes in right-of-way width, points of curve, points of tangent, angle points, and at intersections with section and quarter-section lines. Assume 4 existing property monuments on the existing right-of-way line will be replaced/relocated on the new right-of-way line. The new right-of-way monuments will consist of a # 5 x 30” steel rebar and aluminum cap marked with a witness post. The monuments will be stamped with the station, off-set, and PLS Number.

Section 850 – Record of Survey

850.01 Record of Survey. The consultant will prepare and file a Record of Survey in accordance with Idaho Code showing all the necessary PLSS corner monuments, alignment, and right-of-way information. Perpetuate PLSS corner monuments in accordance with Idaho Code. File the Corner Perpetuation and Filing Records and Record of Survey at the Bonneville County recorder’s office

Section 860- Right of Way Acquisition

860.01 Appraisal Reports

Appraisal reports will be completed in compliance with the current or most recent Uniform Standards of Professional Appraisal Practice (USPAP) of the Appraisal Foundation, the Uniform Act, C.F.R. 24.103, and the ITD Right of Way Manual and any other guidelines provided by ITD.

Assumptions:

- Horrocks will complete property compensation estimate (ITD1466). If Property compensation exceeds $15,000, a supplemental agreement will be required for Idaho Licensed Certified General Appraiser.

860.02 Appraisal Reviews
The appraisal review report(s) will be completed in compliance with the current or most recent Uniform Standards of Professional Appraisal Practice (USPAP) of the Appraisal Foundation, the Uniform Act, C.F.R. 24.104, and the ITD Right of Way Manual and any other guidelines provided to the appraiser by ITD. The appraisal review report(s) shall be an independent review of the appraisal report by an Idaho Licensed Certified General Appraiser. The appraisal review report(s) shall be signed by the primary reviewer.

860.03 Acquisition Services
Administration:
Review of Right of Way Plans, email, phone calls, and general correspondence with project team, including Right of Way Services updates and progress reports.

Agent Diaries and Documentation:
Consultant shall maintain and post entries in the Agent's Diary within 24 hours after each contact, or attempted contact, with a property owner. Each entry will contain the date of each contact or attempted contact (including messages left and received), a summary of each conversation, negotiation, and offers/counter offers made (including dollar amounts).

Purchase contracts and documents:
The Consultant will be provided or have access to all ITD standard ROW contracts, forms and documents required in the acquisition process and will be responsible for completing these forms and ensuring their accuracy.

Offer Packet:
Consultant will develop the offer packet. Consultant shall also refer to requirements in ITD's ROW Manual when assembling the offer packet. Offer packet shall include at least the following: Offer letter, Advice of Rights form, acquisition brochure, appraisal, right-of-way contract, conveyance documents, right-of-way plan sheet(s) covering the parcels being acquired.

Negotiations:
Consultant will contact each owner personally and is expected to make contact every week with the owner at a minimum. For those owners out of state or those living in remote places, owners are to be contacted by registered mail.

QA/QC Review:
QA/QC review will be conducted by Horrocks Right of Way staff to ensure compliance with FHWA acquisition code and ITD Administrative Rules compliance for Right of Way acquisitions.

Closing of Parcels:
All completed acquisitions will be documented in an Acquisition Review Report and supported by a completed and signed Agent's Diary of Negotiations. All contracts and conveyance documents will be submitted to the City for review and closing at the title company of their choice.

Consultant will work directly with title company and property owner for closing the transaction and to ensure clear title is obtained. This will include the release of any liens and that partial releases from lenders are obtained, if necessary.

Failed Negotiations:
After 90 days of good faith negotiations with an owner without reaching an agreement on just compensation, every effort will be made to secure a Possession Agreement to advance the project. Otherwise, Horrocks will provide coordination of condemnation proceedings on parcels with LHTAC/City, including documentation of all negotiations and assistance legal counsel with parcel-specific information under a separate agreement.

Possession Agreement:
In the interest of time, a possession agreement may be used to obtain access to parcels. A possession agreement must be submitted electronically and by hard copy to the LHTAC/City with an outline of the issues and an action plan with dates and solutions to be completed by the Consultant.

Condemnation:
All reasonable efforts must be made to resolve/settle acquisitions out of court. If the Consultant is unsuccessful in settling the parcel, Consultant shall formally summarize their efforts to settle the parcel out of court and request to end negotiations and proceed to condemnation. This request will be submitted to the LHTAC/City for concurrence.

Assumptions:
- No more than 4 parcels are required in fee title or easement for the project.
- No residential or business relocations exist on the project.
- Title commitments will be provided for Right of Way Services under section 500.05 of this Scope of Work.
- No relocation of outdoor advertising is required on the project.

Deliverables:
- All transaction documents including, but not limited to all offer letters, right-of-way contract, Claim for Payment, original conveyance documents, Agent's Diary of Negotiations, Acquisition review report and Administrative Settlements with applicable supporting estimates.
- Reviewed appraisal reports for each parcel.

SECTION 900 – PUBLIC INVOLVEMENT

Section 901 – General

901.01 General.
Public involvement services shall be completed by RBCI. It is assumed that one public meeting will be held for this project. Each adjacent landowner will be contacted directly to inform them of the project.

901.02 Database.
The City will maintain a database of all stakeholders, that will hold all the documentation for contacts, touch-points, and communications that occur, specific to this project.

901.03 Communication Materials.
The public involvement team will provide communication materials with information about the project. Materials will explain the purpose and need for the project, benefits of the project and opportunities for input.

Materials will include:

- Fact sheet: RBCI will prepare one (1) fact sheet for the project. The fact sheet will communicate clear and concise information about the project including why the project is needed, the project timeline, contact information and information about input opportunities.
- Postcard: RBCI will develop and mail one (1) postcard to the project area and stakeholder database to inform the community about the public open house meeting and opportunity to learn about the project.
- Website: RBCI will draft copy and content for a project website which will serve as a hub of information. RBCI will provide the content to the City of Idaho Falls to be hosted on the city's website. The website will be updated with details about the public open house meeting.
- Display ad: RBCI will create a display ad to be placed in a local newspaper such as the Post Register. The ad will provide details on how to participate in the public open house meeting.

Deliverables

- Develop fact sheet (1)
- Create and mail postcard (1)
- Content for website (initial, 1-2 updates)
- Display ad (1)

901.04 Adjacent Property Owner Outreach.
At the direction of the project team, RBCI will set up and conduct one-on-one meetings with affected adjacent property owners early to inform them about the project and identify potential issues. Horrocks will provide a map of the project area for each meeting.

Assumptions

- One (1) Horrocks, one (1) RBCI, and one (1) City staff member will attend each meeting.
- Up to five (5) meetings total will be required.
- One (1) round of one-on-one meetings are anticipated. Two (2) of these meetings will be in person and three will be (3) on-line.

Deliverables

- Coordinate, set up and attend up to five (5) one-on-one meetings with adjacent property owners. Two (2) of these meetings will be in person and three will be (3) on-line.
- Draft meeting agendas.
- One-on-one meeting summaries.

901.05 Public Open House.

RBCI will plan and conduct one (1) in-person for the project. The in-person meeting will be held at a location in or around the project area.

Materials such as display boards, comment sheets and sign in sheets will be developed for the public meeting.

Deliverables

- Detailed meeting plan
- Logistical arrangements
- Materials (display boards, comment sheet, sign in sheet)
- Prepare, set-up, attend open house meeting
- Open house summary

SECTION 1000 – CONSTRUCTION SUPPORT

Section 1001 – General

1001.01 General.
Horrocks will provide responses to “Requests for Information” as requested throughout the bidding and construction process.

HORROCKS ENGINEERS, INC.

Engineering Services

49th South and 15th East, Intersection Improvements

Project Number: A024(285)

Key Number: 24285

A.	**Horrocks Bid Summary Total**	**$205,595.82**
B.	**RBCI Total**	**$32,216.03**

TOTAL = $237,811.85

HORROCKS ENGINEERS, INC.

Engineering Services

49th South and 15th East, Intersection Improvements

Project Number: A024(285)

Key Number: 24285

A. SUMMARY ESTIMATED MAN-DAY COSTS

		Man-Hours		Hrly Rate		Raw Labor Cost
1	Principle-in-Charge Kelly Hoopes	12	@	$ 113.85	=	$ 1,366.20
2	Quality Control Engineer Mike Mckee	36	@	$ 85.77	=	$ 3,087.72
3	Project Manager and Roadway Engineer Ben Burke	112	@	$ 84.18	=	$ 9,428.16
4	Traffic Engineer Rachel Telford	172	@	$ 47.64	=	$ 8,194.08
5	Engineering in Training Jordan Smith	95	@	$ 37.00	=	$ 3,515.00
6	Engineering in Training Mariah Allison	0	@	$ 48.27	=	$ -
7	Roadway Design Tech. Troy Williams	200	@	$ 56.01	=	$ 11,202.00
8	Engineering in Training Jayce Allen	44	@	$ 45.38	=	$ 1,996.72
9	Design Technician Peter Remus	0	@	$ 52.40	=	$ -
10	Land Surveyor Brian Lish	59	@	$ 63.32	=	$ 3,735.88
11	Land Surveyor Austin Ishino	5	@	$ 51.25	=	$ 256.25
12	Right of Way Administration Wendy Hansen	4	@	$ 81.83	=	$ 327.32
13	Right of Way Agent Michael Scott	67	@	$ 67.31	=	$ 4,509.77
14	Right of Way document QA/QC Milena Thomas	7	@	$ 37.79	=	$ 264.53
15	Survey Technician Rhen Parmenter	0	@	$ 37.16	=	$ -
16	GIS Analyst Kaylee Schellenberg	32	@	$ 34.57	=	$ 1,106.24
17	Env. Planner Samantha Patterson	116	@	$ 50.58	=	$ 5,867.28
18	HistorianBen Pearson	80	@	$ 46.68	=	$ 3,734.40
19	Aquatic Resource Specialist Mike McConnell	0	@	$ 55.48	=	$ -
20	Drainage Engineer Kirk Kauer	19	@	$ 59.63	=	$ 1,132.97
21	Accounting Sara Barker	13	@	$ 43.17	=	$ 561.21
		1073			=	**$ 60,285.73**

B. PAYROLL, FRINGE BENEFIT COSTS & OVERHEAD

Total Raw Labor Cost	Approved Overhead Rate		
$60,285.73	**177.71%**	=	**$107,133.77**

C. NET FEE

Total Raw Labor & Overhead	NET FEE***		
$167,419.50	**11.0%**	=	**$18,416.15**

D. FCCM

Total Raw Labor Cost	Approved FCCM Rate	
$60,285.73	**0.37%**	**$223.06**

TOTAL LABOR **$186,058.70**

E. OUT-OF-POCKET EXPENSE SUMMARY

				Unit Cost		Estimated Expense
1	MILEAGE (miles)	688	@	$ 0.70	=	$ 481.60
2	Flight	2	@	$ 501.33	=	$ 1,002.66
3	Car Rental	2	@	$ 134.43	=	$ 268.86
4	LODGING	2	@	$ 110.00	=	$ 220.00
5	PER DIEM (Travel Day)	4	@	$ 51.00	=	$ 204.00
6	Appraisals	4	@	$ 3,640.00	=	$ 14,560.00
7	Appraisal Review	4	@	$ 700.00		$ 2,800.00
		TOTAL EXPENSES			=	**$ 19,537.12**

TOTAL = $205,595.82

RBCI

Engineering Services

49th South and 15th East, Intersection Improvements

Project Number: A024(285)

Key Number: 24285

A. SUMMARY ESTIMATED MAN-DAY COSTS

		Man-Hours		Hrly Rate		Raw Labor Cost
1	Principle Kate Wallace	21	@	$70.00	=	$ 1,470.00
2	Project ManagerAmber Hartley	68	@	$40.00	=	$ 2,720.00
3	Kammie Dunnam	99	@	$30.00	=	$ 2,970.00
4	Amy Mata	10	@	$35.00	=	$ 350.00
		198			**=**	**$7,510.00**

B. PAYROLL, FRINGE BENEFIT COSTS & OVERHEAD

Total Raw Labor Cost	Approved Overhead Rate		
$7,510.00	**135.89%**	=	**$10,205.34**

C. NET FEE

Total Raw Labor & Overhead	NET FEE***		
$17,715.34	**11.0%**	=	**$1,948.69**

D. FCCM

Total Raw Labor Cost	Approved FCCM Rate	
$7,510.00	**0.00%**	**$0.00**

TOTAL LABOR **$19,664.03**

E. OUT-OF-POCKET EXPENSE SUMMARY

				Unit Cost		Estimated Expense
1	Communication materials	1	@	$ 9,300.00	=	$ 9,300.00
2	Property owner outreach	1	@	$ 481.00	=	$ 481.00
3	Public open house	1	@	$ 2,771.00	=	$ 2,771.00
		TOTAL EXPENSES			**=**	**$ 12,552.00**

TOTAL = $32,216.03

City of Idaho Falls & LHTAC
Public Outreach Services - DRAFT Scope of Work
Int. 15th E and 49th S | Key No. 24285
Date: Spring 2025 - Spring 2026 (12 months)

	RBCI Public Involvement Tasks	Direct Expenses
110	**Project Administration**	
110.03	**Monthly Progress Meetings (12)**	
110.05	**Progress Reports & Invoices (12)**	
900	**Public Involvement**	
901.02	**Database**	
901.03	**Communication Materials**	
	Fact Sheet	
	Design/graphics	$650.00
	Prints or copies	$90.00
	Postcard	
	Design	$650.00
	Print	$2,295.00
	Mail (10,000 x $.30 + $960 mail services)	$3,960.00
	Website (initial, 1-2 updates)	
	Design/graphics	$500.00
	Display Ad	
	Design/graphics	$250.00
	Ad placement (half page)	$905.00
901.04	**Adjacent Property Owner Outreach**	
	Rental car ($177 x 1 time)	$177.00
	Fuel ($82 x 1 times)	$82.00
	Hotel ($110 x 1 staff x 1 night)	$110.00
	Meals and incidentals ($51 x 2)	$102.00
	Prints or copies	$10.00
901.05	**Public Open House**	
	Display board designs	$1,150.00
	Display board prints	$500.00
	Open house material print or copies	$150.00
	Facility rental	$500.00
	Rental car	$177.00
	Fuel	$82.00
	Hotel ($110 x 1 staff x 1 night)	$110.00
	Meals and incidentals ($51 x 2 x 1 staff)	$102.00
	Total direct expenses	**$12,552.00**

PROJECTED LABOR HOURS AND COSTS

Engineering Services

49th South and 15th East

Project Number: A024(285)

Key Number: 24285

Task	Description	Horrocks Engineers																	
		Principle-in-Charge Kelly Hoopes	Quality Control Engineer Mike Mckee	Project Manager and Roadway Engineer Ben Burke	Traffic Engineer Rachel Telford	Engineering in Training Jordan Smith	Engineering in Training Mariah Allison	Roadway Design Tech. Troy Williams	Engineering in Training Jayce Allen	Design Technician Peter Remus	Land Surveyor Brian Lish	Land Surveyor Austin Ishino	Right of Way Administration Wendy Hansen	Right of Way Agent Michael Scott	Right of Way document QA/QC Milena Thomas	Survey Technician Rhen Parmenter	GIS Analyst Kaylee Schellenberg	Env. Planner Samantha Patterson	Historian Ben Pearson
	Salary Rate	$113.85	$85.77	$84.18	$47.64	$37.00	$48.27	$56.01	$45.38	$52.40	$63.32	$51.25	$81.83	$67.31	$37.79	$37.16	$34.57	$50.58	$46.68
100: General Provisions																			
110: Administration																			
110.01	Administration	5		5															
110.02	Project Initiation	1		4															
110.03	Monthly Progress Meetings	3	2	12	12			12	2		4			3				6	
110.04	Project Schedule							2											
110.05	Progress Reports and Invoicing				12			2						1	4				
200: Design																			
201: General																			
201.01	General																		
201.02	Standards																		
201.03	References																		
201.04	Data Available from Owner			2							4	5							
201.05	Documentation																		
201.06	Contacts	1		1															
210: Concept Development and Charter Update																			
210.01	Project Specifics																		
210.02	Concept Scoping	0		3	6												4	4	0
210.03	Concept Purpose and Need Report	0		6	2												4	8	
210.04	Design Standard	0		2	2			4											
210.05	Alternate Solutions	0		0	0														
210.06	Additional Design Elements	0		2	8			8									4	4	
210.07	Design Exceptions			0															
210.08	Draft Concept/Charter Report	0		6	8			4											
210.09	Final Concept/Charter Report	0		8	4			2											
220: Preliminary Design																			
220.01	General																		
220.02	Project Specifics																		
220.03	Preliminary Traffic Study																		
220.04	Preliminary Roadway Design		2						24										
220.05	Preliminary Drainage Design																		
220.06	Drainage Study Report																		
220.07	Preliminary Traffic Control Plans			2	4	12													
220.08	Preliminary Pavement Marking Design and Layout			2	4	12													
220.09	Preliminary Signing Design and Layout			2	4	11													
220.10	Preliminary Traffic Signal / Illumination			6	24														
220.11	Preliminary Project Plans Sheets			4				15											
220.12	Preliminary Utility Coordination			2		12													
220.13	Preliminary Estimate of Cost			2	4									0					
220.14	Preliminary Design Review		6	4				12											
220.15	Design Study Report			2	3														
230: Final Design																			
230.01	General																		
230.02	Project Specifics																		
230.03	Final Roadway Design		4																
230.04	Drainage Design																		
230.05	Roadside Design								6										
230.06	Final Structures Design																		
230.07	Final Traffic Control Plans			2	4	8													
230.08	Final Pavement Marking Design and Layout			2	8	8													
230.09	Final Signing Design and Layout			2	8	8													
230.10	Final Traffic Signal / Illumination			2	8														
230.11	Final Roadway Plans Sheets		6																
230.12	ESCP/SWPP Plan				8														
230.13	Final Utility Coordination					7													
230.14	Final Cost Estimate				5														
230.15	Specifications							6											
230.16	Construction Staging Plans								2										
230.17	Contract Time Determination							2											
230.18	Road Closure & Maintenance Agreement Exhibit																		
230.19	Final Design Review		8	4	2	2		12	2										
230.20	Final Design Review Revisions			4	8	8		10	8										
240: Plans, Specifications & Estimate (PS&E)																			
240.01	General																		
240.02	Project Specifics																		
240.03	Quality Control Check							16											
240.04	Draft PS&E Package		2	4	3	3		12											
240.05	Final PS&E Package		2	4	2	2		12											
240.06	PS&E Package Revisions/Updates							10											
240.07	Contract Bidding & Letting Supports			5	5			5											
300: Structures																			
300.01	General																		
400: Traffic																			
401: Traffic																			
401.01	General																		
400.10	TrafficData			0	0	0													

PROJECTED LABOR HOURS AND COSTS

Engineering Services

49th South and 15th East

Project Number: A024(285)

Key Number: 24285

Task	Description	Principle-in-Charge Kelly Hoopes	Quality Control Engineer Mike Mckee	Project Manager and Roadway Engineer Ben Burke	Traffic Engineer Rachel Telford	Engineering in Training Jordan Smith	Engineering in Training Mariah Allison	Roadway Design Tech. Troy Williams	Engineering in Training Jayce Allen	Design Technician Peter Remus	Land Surveyor Brian Lish	Land Surveyor Austin Ishino	Right of Way Administration Wendy Hansen	Right of Way Agent Michael Scott	Right of Way document QA/QC Milena Thomas	Survey Technician Rhen Parmenter	GIS Analyst Kaylee Schellenberg	Env. Planner Samantha Patterson	Historian Ben Pearson
		Horrocks Engineers																	
	Salary Rate	$113.85	$85.77	$84.18	$47.64	$37.00	$48.27	$56.01	$45.38	$52.40	$63.32	$51.25	$81.83	$67.31	$37.79	$37.16	$34.57	$50.58	$46.68
400.20	Traffic Analysis			2	2	2													
500: Location Survey and Mapping																			
500.01	Project Reconnaissance										1					0			
500.02	Right of Entry										1					0		6	
500.03	Admin of Survey Crew										1					0			
500.04	Topographical Survey										6					0			
500.05	Boundary Survey										16					0			
500.06	Record of Survey																		
600 Materials																			
600.01	General																		
600.02	Reconnaissance and Advance Preperations																		
600.03	Subsurface Investigation																		
600.04	Laboratory Testing																		
600.05	Data Developemnt and Analysis																		
600.06	Reporting																		
600.07	Administation																		
600.08	Key Understandings																		
700: Environmental																			
701.01	General																		
710: Environmental Documentation																			
710.01	Cultural Resources																8	20	80
710.02	Hazardous Materials																0	8	
710.03	Aquatic Resources																0	0	
720: Categorical Exclusion Determination																			
720.01	ITD Form 654:Categorical Exclusion	2	4	4	0												12	60	
730: Categorical Exclusion Determination																			
800: Right-of-Way																			
801.01	General																		
801.02	Standards																		
810: Preliminary Right-of-Way Plans																			
810.01	Preliminary Right-of-Way Plans							16			6								
820: Final Right-of-Way																			
820.01	Final Right-of-Way Plans							10			4			2					
820.02	Final Total Ownership Map							4			2			2					
820.03	Legal Descriptions							8			2			2					
830:Appraisal Staking																			
830.01	Appraisal Staking										4								
840: Right-of-Way Monuments																			
840.01	Right-of-Way Monuments										4								
850: Record of Survey																			
850.01	Record of Survey							16			4	0				0			
860: Right-of-Way Acquisition																			
860.01	Appraisal Reports													4					
860.02	Appraisal Reviews													4					
860.03	Acquisition Services													45					
860.04	ROW Administrative												2	4					
860.05	ROW Document QA/QC												2		3				
900: Public Involvement																			
900.01	General																		
900.02	Database																		
900.03	Communication Materials																		
910.04	Adjacent Property Owner Outreach				8														
910.05	Public Open House				4														
1000: Construction Support																			
1000.01	General RFI Responses																		
SUBTOTAL		12	36	112	172	95	0	200	44	0	59	5	4	67	7	0	32	116	80
		Principle-in-Charge Kelly Hoopes	Quality Control Engineer Mike Mckee	Project Manager and Roadway Engineer Ben Burke	Traffic Engineer Rachel Telford	Engineering in Training Jordan Smith	Engineering in Training Mariah Allison	Roadway Design Tech. Troy Williams	Engineering in Training Jayce Allen	Design Technician Peter Remus	Land Surveyor Brian Lish	Land Surveyor Austin Ishino	Right of Way Administration Wendy Hansen	Right of Way Agent Michael Scott	Right of Way document QA/QC Milena Thomas	Survey Technician Rhen Parmenter	GIS Analyst Kaylee Schellenberg	Env. Planner Samantha Patterson	Historian Ben Pearson
		$113.85	$85.77	$84.18	$47.64	$37.00	$48.27	$56.01	$45.38	$52.40	$63.32	$51.25	$81.83	$67.31	$37.79	$37.16	$34.57	$50.58	$46.68
		12	36	112	172	95	0	200	44	0	59	5	4	67	7	0	32	116	80
		$1,366.20	$3,087.72	$9,428.16	$8,194.08	$3,515.00	$0.00	$11,202.00	$1,996.72	$0.00	$3,735.88	$256.25	$327.32	$4,509.77	$264.53	$0.00	$1,106.24	$5,867.28	$3,734.40

HORROCKS ENGINEERS

									RBCI									
Task	Description	Aquatic Resource Specialist Mike McConnell	Drainage Engineer Kirk Kauer	Accounting Sara Barker	LHTAC Total Hours	Horrocks Total Hours	Labor Cost	Overhead Horrocks	Labor and Overhead	Principle Kate Wallace	Project Manager Amber Hartley	Kammie Dunnam	Amy Mata	LHTAC Total Hours	RBCI Total Hours	Labor Cost	Overhead RBCI	Labor and Overhead
	Salary Rate	$55.48	$59.63	$43.17				177.71%		$70.00	$40.00	$30.00	$35.00				135.89%	
100: General Provisions																		
110: Administration																		
110.01	Administration			4	0	14	$1,162.83	$2,066.47	$3,229.30					0	0	$0.00	$0.00	$0.00
110.02	Project Initiation			1	7	6	$493.74	$877.43	$1,371.17					0	0	$0.00	$0.00	$0.00
110.03	Monthly Progress Meetings		3		66	59	$3,795.39	$6,744.79	$10,540.18	2	10			12	12	$540.00	$1,010.61	$1,550.61
110.04	Project Schedule				0	2	$112.02	$199.07	$311.09					0	0	$0.00	$0.00	$0.00
110.05	Progress Reports and Invoicing			8	24	27	$1,247.53	$2,216.99	$3,464.52	8			10	18	18	$910.00	$1,703.07	$2,613.07
200: Design																		
201: General																		
201.01	General													0	0	$0.00	$0.00	$0.00
201.02	Standards													0	0	$0.00	$0.00	$0.00
201.03	References													0	0	$0.00	$0.00	$0.00
201.04	Data Available from Owner				10	11	$677.89	$1,204.68	$1,882.57					0	0	$0.00	$0.00	$0.00
201.05	Documentation				0	0	$0.00	$0.00	$0.00					0	0	$0.00	$0.00	$0.00
201.06	Contacts				2	2	$198.03	$351.92	$549.95					0	0	$0.00	$0.00	$0.00
210: Concept Development and Charter Update																		
210.01	Project Specifics				0	0	$0.00	$0.00	$0.00					0	0	$0.00	$0.00	$0.00
210.02	Concept Scoping	0			8	17	$878.98	$1,562.04	$2,441.02					0	0	$0.00	$0.00	$0.00
210.03	Concept Purpose and Need Report				8	20	$1,143.28	$2,031.72	$3,175.00					0	0	$0.00	$0.00	$0.00
210.04	Design Standard				4	8	$487.68	$866.66	$1,354.34					0	0	$0.00	$0.00	$0.00
210.05	Alternate Solutions				8	0	$0.00	$0.00	$0.00					0	0	$0.00	$0.00	$0.00
210.06	Additional Design Elements				4	26	$1,338.16	$2,378.04	$3,716.20					0	0	$0.00	$0.00	$0.00
210.07	Design Exceptions				1	0	$0.00	$0.00	$0.00					0	0	$0.00	$0.00	$0.00
210.08	Draft Concept/Charter Report				15	18	$1,110.24	$1,973.01	$3,083.25					0	0	$0.00	$0.00	$0.00
210.09	Final Concept/Charter Report				5	14	$976.02	$1,734.49	$2,710.51					0	0	$0.00	$0.00	$0.00
220: Preliminary Design																		
220.01	General																	
220.02	Project Specifics																	
220.03	Preliminary Traffic Study																	
220.04	Preliminary Roadway Design				42	26	$1,260.66	$2,240.32	$3,500.98					0	0	$0.00	$0.00	$0.00
220.05	Preliminary Drainage Design		11		21	11	$655.93	$1,165.65	$1,821.58					0	0	$0.00	$0.00	$0.00
220.06	Drainage Study Report		2		21	2	$119.26	$211.94	$331.20					0	0	$0.00	$0.00	$0.00
220.07	Preliminary Traffic Control Plans				18	18	$802.92	$1,426.87	$2,229.79					0	0	$0.00	$0.00	$0.00
220.08	Preliminary Pavement Marking Design and Layout				5	18	$802.92	$1,426.87	$2,229.79					0	0	$0.00	$0.00	$0.00
220.09	Preliminary Signing Design and Layout				5	17	$765.92	$1,361.12	$2,127.04					0	0	$0.00	$0.00	$0.00
220.10	Preliminary Traffic Signal / Illumination				16	30	$1,648.44	$2,929.44	$4,577.88					0	0	$0.00	$0.00	$0.00
220.11	Preliminary Project Plans Sheets				18	19	$1,176.87	$2,091.42	$3,268.29					0	0	$0.00	$0.00	$0.00
220.12	Preliminary Utility Coordination				8	14	$612.36	$1,088.22	$1,700.58					0	0	$0.00	$0.00	$0.00
220.13	Preliminary Estimate of Cost				5	6	$358.92	$637.84	$996.76					0	0	$0.00	$0.00	$0.00
220.14	Preliminary Design Review				8	22	$1,523.46	$2,707.34	$4,230.80					0	0	$0.00	$0.00	$0.00
220.15	Design Study Report				3	5	$311.28	$553.18	$864.46					0	0	$0.00	$0.00	$0.00
230: Final Design																		
230.01	General																	
230.02	Project Specifics																	
230.03	Final Roadway Design				20	4	$343.08	$609.69	$952.77					0	0	$0.00	$0.00	$0.00
230.04	Drainage Design		3		10	3	$178.89	$317.91	$496.80					0	0	$0.00	$0.00	$0.00
230.05	Roadside Design				6	6	$272.28	$483.87	$756.15					0	0	$0.00	$0.00	$0.00
230.06	Final Structures Design																	
230.07	Final Traffic Control Plans				12	14	$654.92	$1,163.86	$1,818.78					0	0	$0.00	$0.00	$0.00
230.08	Final Pavement Marking Design and Layout				8	18	$845.48	$1,502.50	$2,347.98					0	0	$0.00	$0.00	$0.00
230.09	Final Signing Design and Layout				8	18	$845.48	$1,502.50	$2,347.98					0	0	$0.00	$0.00	$0.00
230.10	Final Traffic Signal / Illumination				20	10	$549.48	$976.48	$1,525.96					0	0	$0.00	$0.00	$0.00
230.11	Final Roadway Plans Sheets				20	6	$514.62	$914.53	$1,429.15					0	0	$0.00	$0.00	$0.00
230.12	ESCP/SWPP Plan				8	8	$381.12	$677.29	$1,058.41					0	0	$0.00	$0.00	$0.00
230.13	Final Utility Coordination				8	7	$259.00	$460.27	$719.27					0	0	$0.00	$0.00	$0.00
230.14	Final Cost Estimate				8	5	$238.20	$423.31	$661.51					0	0	$0.00	$0.00	$0.00
230.15	Specifications				20	6	$336.06	$597.21	$933.27					0	0	$0.00	$0.00	$0.00
230.16	Construction Staging Plans				4	2	$90.76	$161.29	$252.05					0	0	$0.00	$0.00	$0.00
230.17	Contract Time Determination				8	2	$112.02	$199.07	$311.09					0	0	$0.00	$0.00	$0.00
230.18	Road Closure & Maintenance Agreement Exhibit																	
230.19	Final Design Review				14	30	$1,955.04	$3,474.30	$5,429.34					0	0	$0.00	$0.00	$0.00
230.20	Final Design Review Revisions				25	38	$1,936.98	$3,442.21	$5,379.19					0	0	$0.00	$0.00	$0.00
240: Plans, Specifications & Estimate (PS&E)																		
240.01	General																	
240.02	Project Specifics																	
240.03	Quality Control Check				20	16	$896.16	$1,592.57	$2,488.73					0	0	$0.00	$0.00	$0.00
240.04	Draft PS&E Package				21	24	$1,434.30	$2,548.89	$3,983.19					0	0	$0.00	$0.00	$0.00
240.05	Final PS&E Package				15	22	$1,349.66	$2,398.48	$3,748.14					0	0	$0.00	$0.00	$0.00
240.06	PS&E Package Revisions/Updates				20	10	$560.10	$995.35	$1,555.45					0	0	$0.00	$0.00	$0.00
240.07	Contract Bidding & Letting Supports				10	15	$939.15	$1,668.96	$2,608.11					0	0	$0.00	$0.00	$0.00
300: Structures																		
300.01	General																	
400: Traffic																		
401: Traffic																		
401.01	General																	
400.10	TrafficData				12	0	$0.00	$0.00	$0.00					0	0	$0.00	$0.00	$0.00

HORROCKS ENGINEERS

									RBCI									
Task	Description	Aquatic Resource Specialist Mike McConnell	Drainage Engineer Kirk Kauer	Accounting Sara Barker	LHTAC Total Hours	Horrocks Total Hours	Labor Cost	Overhead Horrocks	Labor and Overhead	Principle Kate Wallace	Project Manager Amber Hartley	Kammie Dunnam	Amy Mata	LHTAC Total Hours	RBCI Total Hours	Labor Cost	Overhead RBCI	Labor and Overhead
	Salary Rate	$55.48	$59.63	$43.17				177.71%		$70.00	$40.00	$30.00	$35.00				135.89%	
400.20	Traffic Analysis				12	6	$337.64	$600.02	$937.66					0	0	$0.00	$0.00	$0.00
500: Location Survey and Mapping																		
500.01	Project Reconnaissance				8	1	#REF!	#REF!	#REF!					0	0	$0.00	$0.00	$0.00
500.02	Right of Entry				0	7	#REF!	#REF!	#REF!					0	0	$0.00	$0.00	$0.00
500.03	Admin of Survey Crew				4	1	#REF!	#REF!	#REF!					0	0	$0.00	$0.00	$0.00
500.04	Topographical Survey				40	6	#REF!	#REF!	#REF!					0	0	$0.00	$0.00	$0.00
500.05	Boundary Survey				30	16	#REF!	#REF!	#REF!					0	0	$0.00	$0.00	$0.00
500.06	Record of Survey				16	0	$0.00	$0.00	$0.00					0	0	$0.00	$0.00	$0.00
600 Materials																		
600.01	General																	
600.02	Reconnaissance and Advance Preperations				0	0	$0.00	$0.00	$0.00					0	0	$0.00	$0.00	$0.00
600.03	Subsurface Investigation																	
600.04	Laboratory Testing				0	0	$0.00	$0.00	$0.00					0	0	$0.00	$0.00	$0.00
600.05	Data Developemnt and Analysis				0	0	$0.00	$0.00	$0.00					0	0	$0.00	$0.00	$0.00
600.06	Reporting				0	0	$0.00	$0.00	$0.00					0	0	$0.00	$0.00	$0.00
600.07	Administation				0	0	$0.00	$0.00	$0.00					0	0	$0.00	$0.00	$0.00
600.08	Key Understandings																	
700: Environmental																		
701.01	General																	
710: Environmental Documentation																		
710.01	Cultural Resources				100	108	$5,022.56	$8,925.59	$13,948.15					0	0	$0.00	$0.00	$0.00
710.02	Hazardous Materials				8	8	$404.64	$719.09	$1,123.73					0	0	$0.00	$0.00	$0.00
710.03	Aquatic Resources	0			0	0	$0.00	$0.00	$0.00					0	0	$0.00	$0.00	$0.00
720: Categorical Exclusion Determination																		
720.01	ITD Form 654:Categorical Exclusion				72	82	$4,357.14	$7,743.07	$12,100.21					0	0	$0.00	$0.00	$0.00
730: Categorical Exclusion Determination																		
800: Right-of-Way																		
801.01	General																	
801.02	Standards																	
810: Preliminary Right-of-Way Plans																		
810.01	Preliminary Right-of-Way Plans				20	22	$1,276.08	$2,267.72	$3,543.80					0	0	$0.00	$0.00	$0.00
820: Final Right-of-Way																		
820.01	Final Right-of-Way Plans				15	16	$948.00	$1,684.69	$2,632.69					0	0	$0.00	$0.00	$0.00
820.02	Final Total Ownership Map				15	8	$485.30	$862.43	$1,347.73					0	0	$0.00	$0.00	$0.00
820.03	Legal Descriptions				20	12	$709.34	$1,260.57	$1,969.91					0	0	$0.00	$0.00	$0.00
830:Appraisal Staking																		
830.01	Appraisal Staking				10	4	$253.28	$450.10	$703.38					0	0	$0.00	$0.00	$0.00
840: Right-of-Way Monuments																		
840.01	Right-of-Way Monuments				8	4	$253.28	$450.10	$703.38					0	0	$0.00	$0.00	$0.00
850: Record of Survey																		
850.01	Record of Survey				0	20	$1,149.44	$2,042.67	$3,192.11					0	0	$0.00	$0.00	$0.00
860: Right-of-Way Acquisition																		
860.01	Appraisal Reports				15	4	$269.24	$478.47	$747.71					0	0	$0.00	$0.00	$0.00
860.02	Appraisal Reviews				15	4	$269.24	$478.47	$747.71					0	0	$0.00	$0.00	$0.00
860.03	Acquisition Services				20	45	$3,028.95	$5,382.75	$8,411.70					0	0	$0.00	$0.00	$0.00
860.04	ROW Administrative				0	6	$432.90	$769.31	$1,202.21						0	$0.00	$0.00	$0.00
860.05	ROW Document QA/QC				0	5	$277.03	$492.31	$769.34						0	$0.00	$0.00	$0.00
900: Public Involvement																		
900.01	General				0	0	$0.00	$0.00	$0.00					0	0	$0.00	$0.00	$0.00
900.02	Database				0	0	$0.00	$0.00	$0.00		0	0		8	0	$0.00	$0.00	$0.00
900.03	Communication Materials				0	0	$0.00	$0.00	$0.00	4	7	39		40	50	$2,170.19	$4,061.51	$6,231.70
910.04	Adjacent Property Owner Outreach				0	8	$381.12	$677.29	$1,058.41	2	26	10		20	38	$1,576.16	$2,949.78	$4,525.94
910.05	Public Open House				0	4	$190.56	$338.64	$529.20	5	25	50		60	80	$3,393.30	$6,350.56	$9,743.86
1000: Construction Support																		
1000.01	General RFI Responses				0	0	$0.00	$0.00	$0.00					0	0	$0.00	$0.00	$0.00
SUBTOTAL		0	19	13	1057	1073	$39,484.38	#REF!	#REF!	21	68	99	10	128	198	$8,589.65	$16,075.53	$24,665.18

		Aquatic Resource Specialist Mike McConnell	Drainage Engineer Kirk Kauer	Accounting Sara Barker	LHTAC Total Hours	Total Hours	Labor Cost Horrocks	Overhead Horrocks	Labor and Overhead Horrocks	Principle Kate Wallace	Project Manager Amber Hartley	Kammie Dunnam	Amy Mata		Total Hours	Labor Cost Horrocks	Overhead Horrocks	Labor and Overhead Horrocks
		$55.48	$59.63	$43.17						$70.00	$40.00	$30.00	$35.00					
		0	19	13	1057	1073				21	68	99	10		198			
		$0.00	$1,132.97	$561.21		---	$39,484.38	#REF!	#REF!	$1,470.00	$2,720.00	$2,970.00	$350.00		---	$8,589.65	$16,075.53	$24,665.18





big graphics quote

date	2.25.2025	client	RBCI
Quote	25_2679	contact	

project	15/49 Idaho Falls	**$3,200.00**
activity	Fact sheet	$650.00
	Post Card	$650.00
	Display boards x10	$1,150.00
	Multi-Media Graphics	$750.00

THANKS FOR THE WORK!

208.342.6256 [voice] biggraph@gmail [e-mail] 84-1389078 [federal ID#]
SEND PAYMENT TO: Big Graphics, Inc, c/o Mountain West Bank, 80 South Cole Road, Boise, ID 83709
PLEASE INCLUDE ON THE MEMO LINE (FRONT) OR ON THE BACK (OF THE CHECK): For deposit: Account #21040002757

Payment terms – payment is due within thirty days of receipt of invoice. Late payment interest penalty rate – 5% per month

HI TECH COLOR LLC
1115 GROVE STREET
BOISE, ID 83702

Quote

DATE	
2/25/25	

BILL TO
RBCI

P.O. NUMBER	TERMS	REP	JOB #
	t	HTJPM	

QUANTITY	DESCRIPTION	PRICE EACH	AMOUNT
	15/49 Intersection Printing & Mounting of Display Boards		$500.00
	15/49 Intersection Printing of Postcards (15300)		$2,295.00
		Total	$2,795.00

Phone # 2083365499 lisa@hi-techcolor.com

7286 W. Airway Court
Boise, Idaho 83709-2886
(208) 375-4411
FAX: (208) 375-4677

AutoSort
COMMERCIAL MAILING SERVICES

QUOTE

DATE	INVOICE
2/25/25	

RBCI
ATTN: ROSEMARY CURTIN
12588 CLOVER MEADOWS DR
BOISE ID 83713

Quote	TERMS	

QUANTITY	DESCRIPTION	RATE	AMOUNT
	Postage & Mailing Quote ITD, 15th/49th Intersection Post Card 1 Post Card x $6,315.00 [postage, mail services]		$6,315.00

THANK YOU FOR YOUR BUSINESS

	TOTAL:	$6,315.00

Daily lodging rates (excluding taxes) | October 2024 - September 2025

Cities not appearing below may be located within a county for which rates are listed. To determine the county a destination is located in, visit the Census Geocoder.

Filter results...

Primary destination	County	2024 Oct	Nov	Dec	2025 Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Standard Rate	Applies for all locations without specified rates	$110	$110	$110	$110	$110	$110	$110	$110	$110	$110	$110	$110
Boise	Ada	$191	$167	$167	$167	$167	$167	$167	$167	$191	$191	$191	$191
Coeur d'Alene	Kootenai	$142	$142	$142	$142	$142	$142	$142	$142	$217	$217	$217	$142
Sun Valley / Ketchum	Blaine / Elmore	$191	$191	$300	$300	$300	$300	$181	$181	$295	$295	$295	$295

Showing 1 to 4 of 4 entries

Meals and incidental expenses (M&IE) rates and breakdown

The M&IE total is the full daily amount for a single calendar day when that day is neither the first nor last day of travel. The amount received on the first and last day of travel equals 75% of the M&IE total. See M&IE breakdowns for information related to the individual meal amounts.

Filter results...

Primary destination	County	M&IE total	Breakfast	Lunch	Dinner	Incidental expenses	First and last day of travel
Standard Rate	Applies for all locations without specified rates	$68	$16	$19	$28	$5	$51.00
Boise	Ada	$86	$22	$23	$36	$5	$64.50
Coeur d'Alene	Kootenai	$74	$18	$20	$31	$5	$55.50
Sun Valley / Ketchum	Blaine / Elmore	$80	$20	$22	$33	$5	$60.00

Showing 1 to 4 of 4 entries



Standard SUV

Chevrolet Equinox or similar

Automatic · 5 People · 5 Bags

Features & Price Details

PAY LATER

$82.96 Per Day | $177.15 Total

Select

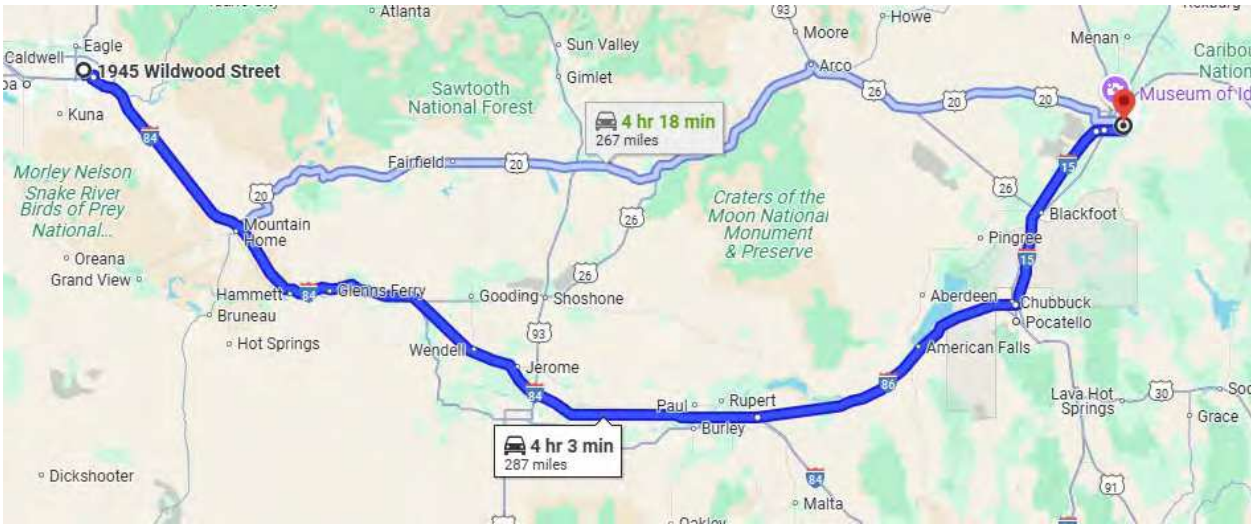
Vehicle Features

Cruise Control · AM/FM Stereo Radio · Automatic · Air Conditioning · 2 Wheel Drive · Gasoline Vehicle · Bluetooth

Price Details

2 Day(s)	$ 165.92*
Unlimited Mileage	Included
Tax & Fee Details	$ 11.23*
Estimated Total	**$ 177.15***

*Rates, taxes and fees do not reflect rates, taxes and fees applicable to non-included optional coverages or extras added later. Pay Later charges will be in your destination's local currency.



Fuel Cost Calculator

This calculator can estimate fuel cost according to the distance of a trip, the fuel efficiency of the car, and the price of gas using various units.

Result

This trip will require **23** gallons of gas, which amounts to a fuel cost of **$82.66**.

If 5 mpg, it will use 114.8 gallons of gas with cost of $413.28

If 10 mpg, it will use 57.4 gallons of gas with cost of $206.64

If 20 mpg, it will use 28.7 gallons of gas with cost of $103.32

If 30 mpg, it will use 19.1 gallons of gas with cost of $68.88

If 40 mpg, it will use 14.4 gallons of gas with cost of $51.66

If 50 mpg, it will use 11.5 gallons of gas with cost of $41.33

If 60 mpg, it will use 9.6 gallons of gas with cost of $34.44

Trip Distance	574	miles
Fuel Efficiency	25	miles per gallon (mpg)
Gas/Fuel Price	$3.60	per gallon

Calculate Clear

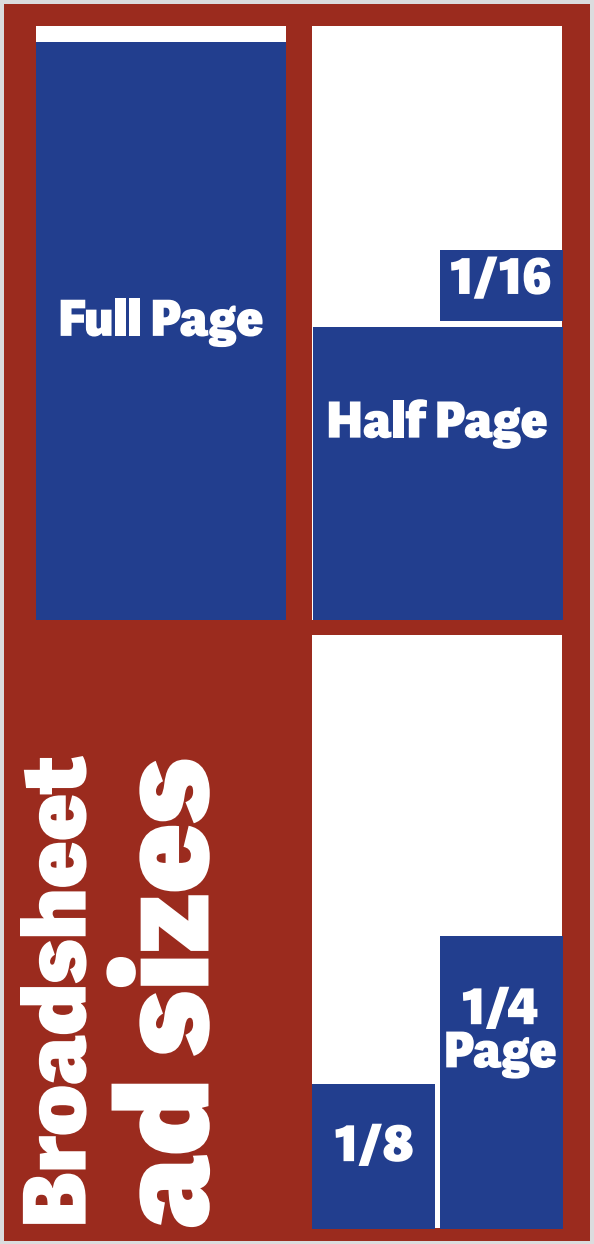
Int. 15th E and 49th S

Date	Handout	# of originals	# of Copies	# of B&W Copies	# of Color Copies
	Fact Sheet	1	300		300
	Property owner materials/agendas	4	50		200
	Public Meeting sign-in/comment sheets/materials	2	250		500
	Total # of Copies	**7**	**600**	**0**	**1000**
	Black and White Copies Rate		*$0.15*		*$0.00*
	Color Copies Rate		*$0.30*		*$300.00*
Total cost:					***$300.00***

Display Advertising Rates

2025 Media Guide

More **Local** | More **Reach** | More **Results**



Modular Rates

Size	Specs	13x	8x	6x	4x	1x
Full page **60,000 impressions**	9.83" W x 20" H	$960	$1,110	$1,160	$1,210	$1,360
Half page **60,000 impressions**	9.83" W x "10" H	$580	$680	$780	$880	$905
1/4 page **30,000 impressions**	4.82" W x 10" H	$315	$365	$405	$495	$545
1/8 page **15,000 impressions**	4.82" W x 5" H	$200	$250	$275	$310	$350
1/16 page **7,000 impressions**	3.15" W x 3.5" H	$120	$135	$150	$160	$175

Prices per insertion. Prices are net, no agency discounts; Online impressions start within 7 days of print.

Ask your MMAE about advertising in our sister publications!

IDAHO
- Challis Messenger
- E.I. Business Journal
- Farm & Ranch
- Idaho State Journal
- Jefferson Star
- The News-Examiner
- Preston Citizen
- Rexburg Standard Journal
- Teton Valley News

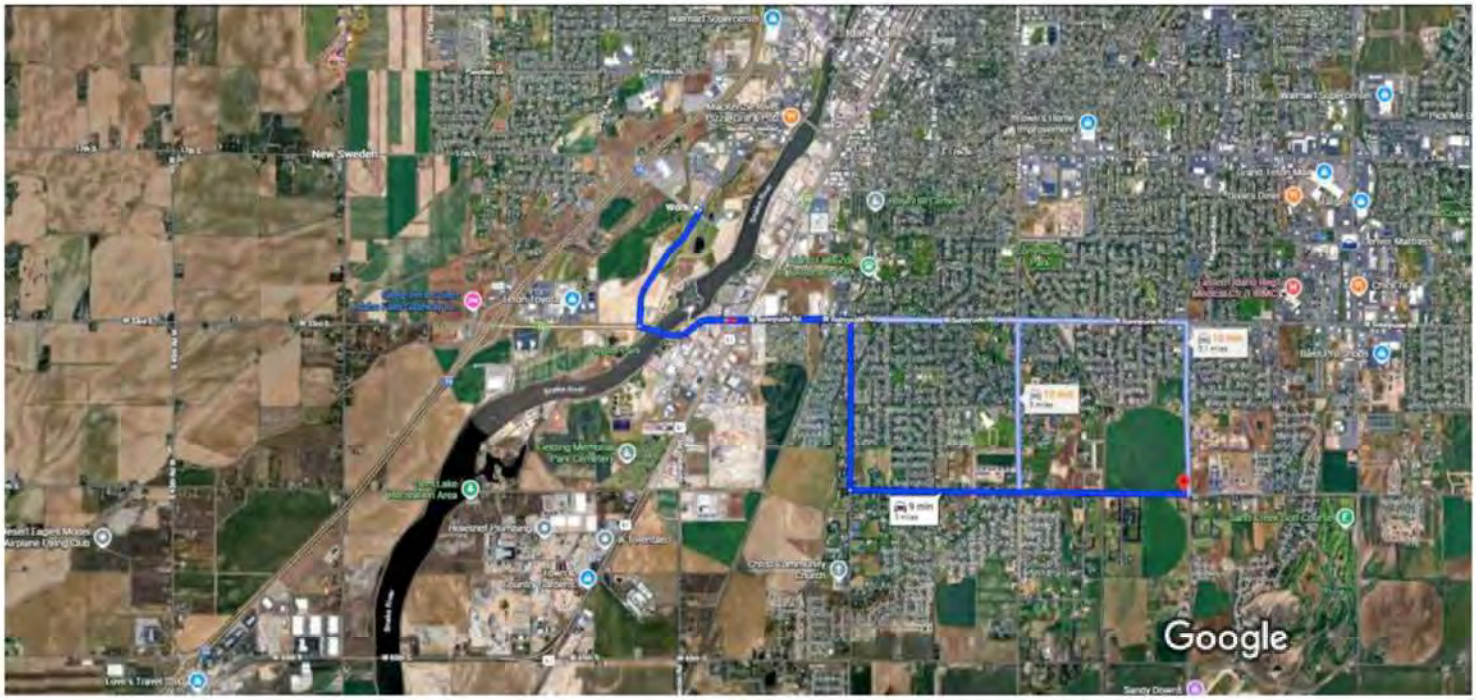
UTAH
- Logan Herald
- Tremonton Leader

Google Maps

Work (2194 Snake River Pkwy) to W 49th S, Idaho Falls, ID 83404

Drive 5.0 miles, 9 min

10 trips at 10 miles round trip would be 100 miles



Imagery ©2025 Airbus, Landsat / Copernicus, Maxar Technologies, Map data ©2025 Google 2000 ft

2194 Snake River Pkwy
Idaho Falls, ID 83402

1. Head southwest on Snake River Pkwy toward Event Ctr Dr

0.8 mi

2. Turn left onto I-15BL N/W Sunnyside Rd

Continue to follow W Sunnyside Rd

1.3 mi

3. Turn right onto 129 S/S 5th W/Park-Taylor Rd/Rollandet St

Continue to follow 129 S/S 5th W/Park-Taylor Rd

1.0 mi

4. Turn left onto W 49th S/Township Rd

Destination will be on the right

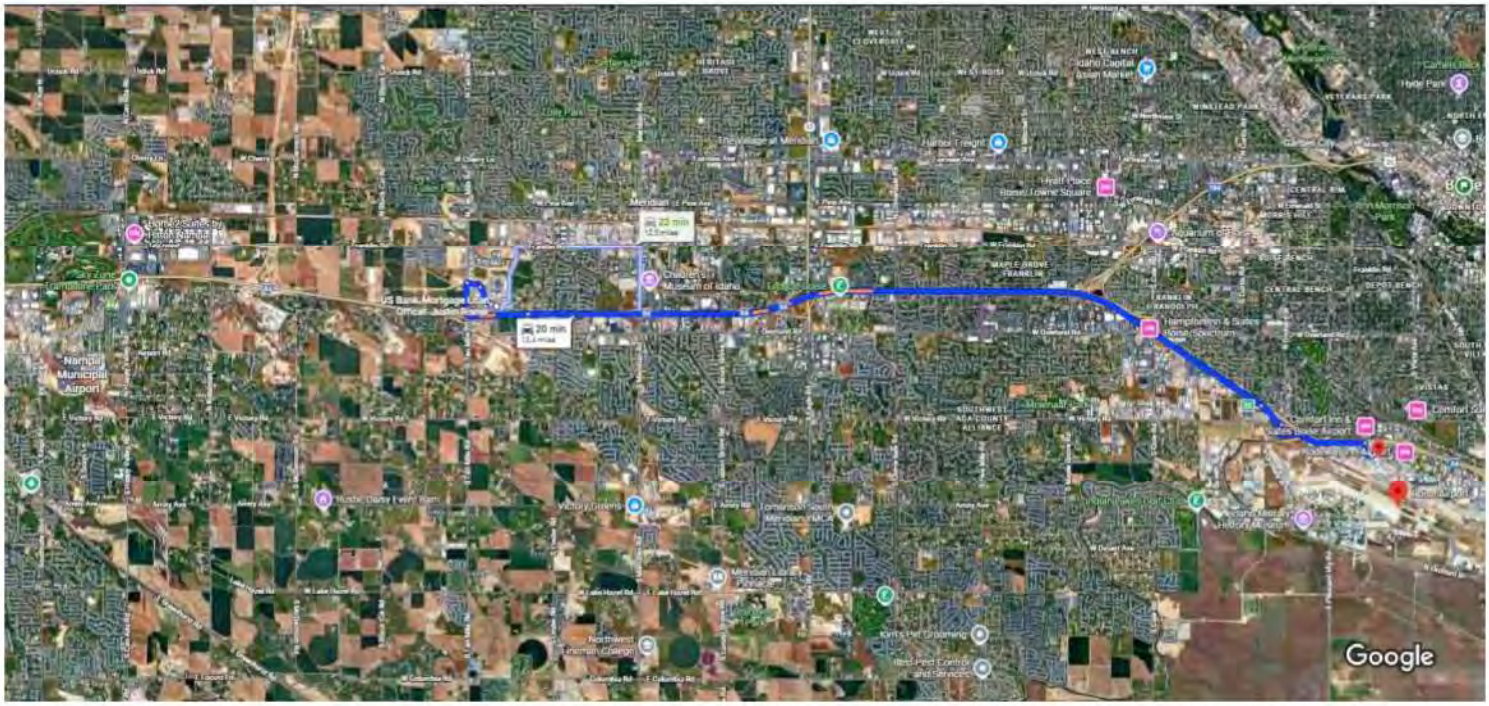
2.0 mi

W 49th S
Idaho Falls, ID 83404

Google Maps

Boise Airport

2 round trips at 24.8 miles is 49.6 miles total



Imagery ©2025 Airbus, Landsat / Copernicus, Maxar Technologies, Vexcel Imaging US, Inc., Map data ©2025 Google 5000 ft

U.S. Bank-Mortgage Loan Officer-Justin Risner
2775 W Navigator Dr STE 115, Meridian, ID 83642

Get on I-84 E from S Vanguard Way and S Ten Mile Rd

5 min (1.7 mi)

1. Head west — 108 ft
2. Turn right — 200 ft
3. Turn left — 249 ft
4. Turn right toward S Vanguard Way — 98 ft
5. Turn left toward S Vanguard Way — 364 ft
6. Continue onto S Vanguard Way — 0.2 mi
7. At the traffic circle, take the 2nd exit and stay on S Vanguard Way — 0.2 mi
8. Use the left lane to turn left onto S Ten Mile Rd — 0.4 mi
9. Use the left 2 lanes to turn slightly left to merge onto I-84 E toward Boise/Mountain Home — 0.7 mi

Follow I-84 E to S Orchard St in Boise. Take exit 52 from I-84 E

9 min (9.3 mi)

10. Merge onto I-84 E — 8.9 mi
11. Take exit 52 for Orchard St — 0.3 mi

Take Wright St to your destination



Boise Airport

4.5 ★★★★½ (3,968)
Airport · ♿

Overview Reviews About

Add stop | Save | Nearby | Send to phone | Share

This modest airport offering flights to some major U.S. cities features an array of artwork.

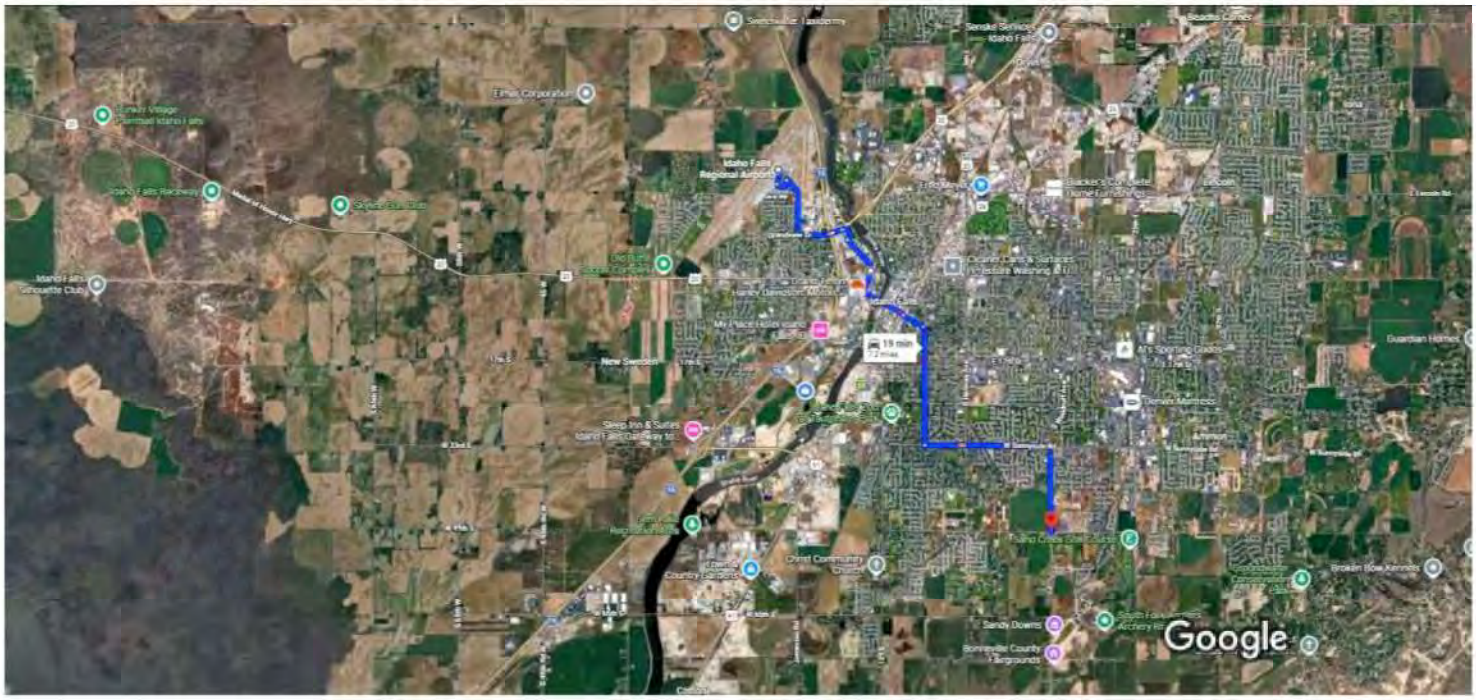
3201 W Airport Way #1000, Boise, ID 83705
iflyboise.com
(208) 383-3110

Google Maps

Idaho Falls Regional Airport, 2140 N Skyline Dr, Idaho Falls, ID 83402 to 4862-4898 St Clair Rd, Idaho Falls, ID 83404

Drive 7.2 miles, 19 min

2 round trips at 14.4 per trip is 28.8 miles



Imagery ©2025 Airbus, Landsat / Copernicus, Maxar Technologies, Map data ©2025 Google 5000 ft

Idaho Falls Regional Airport
2140 N Skyline Dr, Idaho Falls, ID 83402

Follow N Skyline Dr to Grandview Dr

4 min (1.1 mi)

1. Head southwest on N Skyline Dr

0.2 mi

2. Continue straight to stay on N Skyline Dr

0.2 mi

3. Sharp right to stay on N Skyline Dr

0.7 mi

Continue on Grandview Dr. Take Lindsay Blvd and W Broadway St to S Blvd

7 min (2.3 mi)

4. Turn left onto Grandview Dr

0.4 mi

5. Continue onto US-20 E

0.1 mi

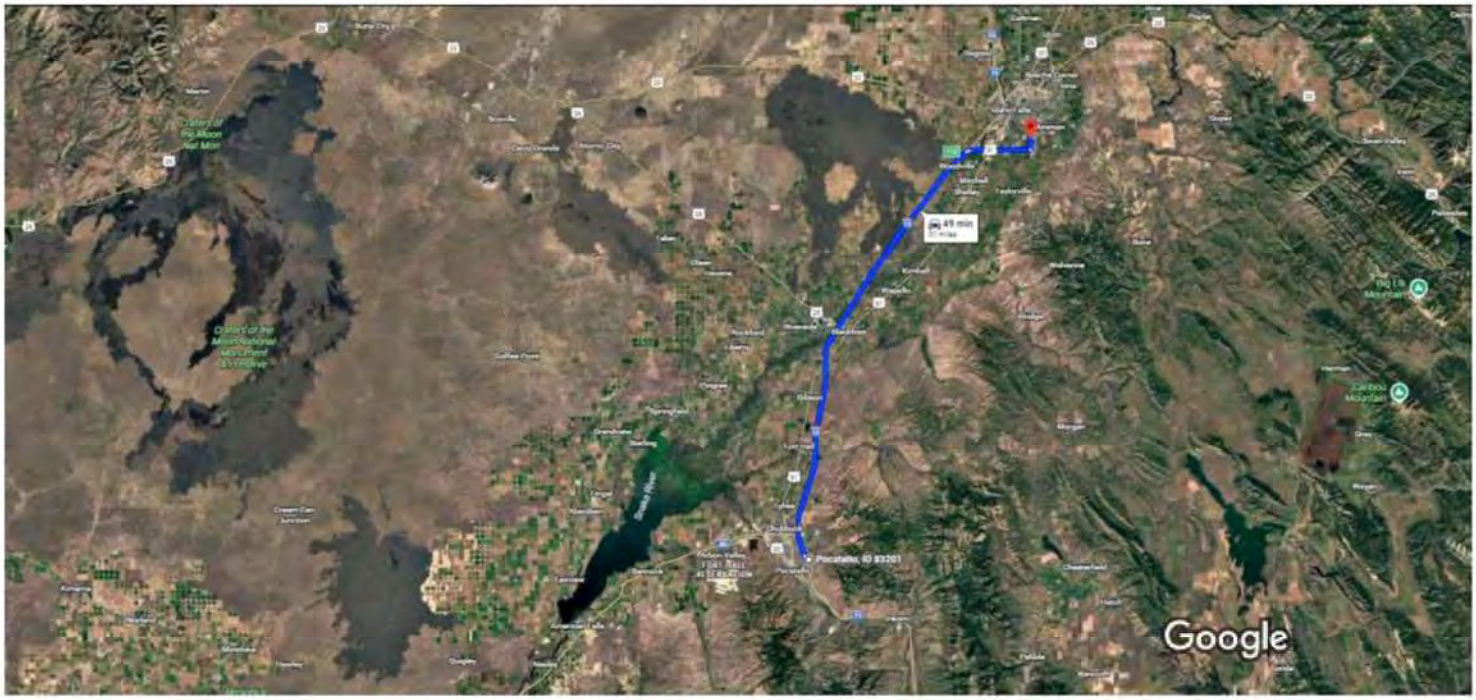
6. Take the Lindsay Blvd exit toward Riverside Dr/Historic Downtown

Google Maps

Pocatello, Idaho 83201 to 4862-4898 St Clair Rd, Idaho Falls, ID 83404

Drive 51.0 miles, 49 min

5 round trips at 102 miles would be 510 miles



Imagery ©2025 , Map data ©2025 Google 5 mi

Pocatello
Idaho 83201

Get on I-15 N

2 min (0.8 mi)

1. Head southeast toward Via Caporatti Dr

482 ft

2. Turn right onto Via Caporatti Dr

174 ft

3. Turn left onto E Center St/W Lewis St
   Continue to follow E Center St

0.2 mi

4. Turn right to merge onto I-15 N toward Blackfoot/Idaho Falls

0.5 mi

Follow I-15 N to Bonneville County. Take exit 113 from I-15 N

35 min (43.3 mi)

5. Merge onto I-15 N

43.1 mi

6. Take exit 113

priceline

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1 Choose Flight — 2 Passenger & Payment Details — 3 Booking Confirmation

Almost done! Enter your details and complete your booking now.

Round-trip: Boise, ID - Idaho Falls, ID

Free Cancellation within 23 hours

Boise, ID → Idaho Falls, ID

Mon, Jul 7 2025 - 1 stop (4h 29m)

Delta Air Lines • Delta Main

06:00p BOI — 10:29p IDA, 1 Stop

Idaho Falls, ID → Boise, ID

Tue, Jul 8 2025 - 1 stop (3h 26m)

Delta Air Lines • Delta Main

06:00a IDA — 09:26a BOI, 1 Stop

Keep up the good work!

You're on your way to getting a great deal.

Cost per person Round-trip ticket	$469.37
Number of travelers	1
Seat Fees	$31.96
You pay today	**$501.33**

as low as **$46**/month

Prices in USD. Prices include all taxes and fees charged by Priceline.

Baggage fees are not included in your trip cost.

Spelling of name must match government-issued photo ID

Flight Passenger 1

First name *

Optional Middle name

Last name *

Optional Suffix

Date of birth *

Gender Male Female

Known traveler & frequent flyer number

By clicking "Accept All Cookies", you agree to the storing of cookies on your device to enhance site navigation, analyze site usage, and assist in our marketing efforts. Cookie Policy

Manage Settings Accept Cookies

My Trips

SECURE CHECKOUT | SECURE TRANSACTIONS | 24-HOUR SERVICE | TRUSTED PAYMENTS

Almost done! Enter your details and complete your booking now.



AVIS



AVIS

Economy Car
Kia Rio or similar
5 1 Automatic

- Free Cancellation
- Pay at Pick-up
- Unlimited Mileage
- Online Check-in

- Free Cancellation
- Pay at Pick-up
- Unlimited Mileage
- Online Check-in

PICK-UP
Mon, Jul 7, 2025
12:00 PM
Idaho Falls Regional Airport (IDA)
Hours of Operation

DROP-OFF
Tue, Jul 8, 2025
12:00 PM
Idaho Falls Regional Airport (IDA)
Hours of Operation

Keep up the good work!
You're on your way to getting a great deal.

Summary of Charges

1 day x CA$107.09	CA$107.09
Taxes and fees	CA$27.34
Due Now	**CA$0.00**
Due at Pick-up	CA$134.43
was ~~CA$156.54~~	
Total Cost	**CA$134.43**

Prices in CAD. Prices include all taxes and fees.

Payment of 98.25 USD will be made in Avis Rent a Car's local currency at the time of rental. The CAD estimates provided are based on the current exchange rate. Avis Rent a Car will determine the final total.

Upgrade to other rental car options at the same location

Horrocks.

Invoice

Remit Payment To - Attn: Accounting
2162 West Grove Parkway, Suite 100
Pleasant Grove, UT 84062
Telephone (801) 763-5100

Scott Wood
Local Hwy Technical Assistance Council
3330 W Grace ST
Boise, ID 83703

March 03, 2025
Invoice No: 92946

Project Manager: Michael Scott
Project Engineer: Kathryn Wickam

Project ID-10636-25 King Lane over Warm Springs Creek-ROW

Professional Services for the Period: January 25, 2025 to February 21, 2025

Phase 020 Appraisals

Lump Sum Charges

Number of Appraisal	2.00
Fee Each	3,640.00
Total Lump Sum Charges	7,280.00

Total Earned	7,280.00	
Previous Fee Billing	0.00	
Current Fee Billing	7,280.00	
Total Lump Sum Charges		**7,280.00**
	Phase Total	**$7,280.00**

Phase 030 Reviews

Lump Sum Charges

Number of Review	2.00
Fee Each	600.00
Total Lump Sum Charges	1,200.00

Total Earned	1,200.00	
Previous Fee Billing	0.00	
Current Fee Billing	1,200.00	
Total Lump Sum Charges		**1,200.00**
	Phase Total	**$1,200.00**

Billing Limits	**Current**	**Prior**	**To-Date**
Total Billings	8,480.00	0.00	8,480.00
Limit			17,708.70
Remaining			9,228.70

Total Project Invoice Amount **$8,480.00**

Billing Summary

	Current	**Prior**	**Total**	**Received**
Fee	8,480.00	0.00	8,480.00	
Totals	**8,480.00**	**0.00**	**8,480.00**	**0.00**

Billing Backup

Monday, March 3, 2025
3:02:28 PM

Horrocks

Invoice 92946 Dated 3/3/2025

Project ID-10636-25 King Lane over Warm Springs Creek-ROW

Phase 020 Appraisals

Lump Sum Charges	**7,280.00**
Phase Total	**$7,280.00**

Phase 030 Reviews

Lump Sum Charges	**1,200.00**
Phase Total	**$1,200.00**
Project Total	**$8,480.00**
Total this Report	**$8,480.00**

Michael Scott

From: Brian A. O'Neill <brian@nrwra.com>
Sent: Thursday, May 8, 2025 12:58 PM
To: Michael Scott
Subject: Re: 1st Street, Bonneville County- P9 Appraisal/Signed Review Contract

This Message is from an external sender.

Yep, that's great Michael. $700 works.

Brian A. O'Neill, AI-GRS, SR/WA
National Right of Way Review Appraisal
Brian@NRWRA.com
888-446-7972 (o)
208-999-6042 (c)

On May 8, 2025, at 12:29 PM, Michael Scott <michael.scott@horrocks.com> wrote:

Brian-
Please see the attached, executed sub-consultant agreement. Consider this your notice to proceed. As soon as I hear back from Tyler and a timeframe for his field inspection, I will get him the relevant documents and order the ROW staking.

On another note, the Adams County Bridge Projects (LHTAC) that I discussed with you a few weeks back is taking shape, but we have added another bridge and additional easements on the first ones. I think we are going to have a total of 4 bridge locations and 12 1466's to review. Originally there were 3 bridges with 5 parcels. Are you still ok with the $700/ parcel we had discussed?

Thanks,

<image001.png> **Michael Scott**
Right of Way Agent
208-731-7092

<ID-11382-25; 1st Street Bonneville County Parcel 9 Appraisal kp signed.pdf>

15. **Payroll Costs (Direct Labor Cost)**: The actual salaries paid to personnel for the time worked directly on the project. Payroll costs are referred to as direct labor cost.

16. **Per Diem Rates:** Per Diem will be reimbursed at actual cost. However, reimbursements shall not exceed the current approved rates. The current rates are listed on the following Web site: http://itd.idaho.gov/business/?target=consultant-agreements .

17. **Standard of Care:** The level or quality of service ordinarily provided by normally competent practitioners of good standing in that field, contemporaneously providing similar services in the same locality and under the same circumstances.

18. **State**: Normally "State" refers to the Idaho Transportation Department.

19. **Sponsor**: The "Sponsor" refers to the local public agency.

20. **Unit Prices**: The allowable charge out rate for units or items directly related to the project that are not a part of the normal overhead expense.

NOTE: All cost accounting procedures, definitions of terms, payroll cost, payroll additives, general administrative overhead, direct cost, and fixed fee shall comply with Federal Acquisition Regulations, 48 CFR, Part 31, and be supported by audit accepted by the State.

B. STANDARDS OF PERFORMANCE

Except as otherwise specifically provided for in the Consultant's Scope of Work, the Consultant agrees that all work performed under the Agreement will be performed in accordance with Idaho Transportation Department Standards and other appropriate standards with generally acceptable standard of care. When the work is of a nature that requires checking, the checking shall be performed by a qualified person other than the one who performed the work.

C. AGREEMENT ADMINISTRATOR

The Agreement Administrator will administer the Agreement for performance and payment, and will decide all questions which may arise as to quality and acceptability of the work, rate of progress, definition of work to be performed, completion of milestones, and acceptable fulfillment of the Agreement. The Consultant shall address all correspondence, make all requests, and deliver all documents to the Administrator. The Administrator shall be responsible for the timely coordination of all reviews performed by the State or their representatives.

D. PERSONNEL

The Consultant shall provide adequate staff of experienced personnel or Subconsultants capable of and devoted to the successful accomplishment of work to be performed under the Agreement. The specific individuals or Subconsultants listed in this Agreement, including Project Manager, shall be subject to approval by the State and shall not be removed or replaced without the prior written approval of ITD. Replacement personnel submitted for approval must have qualifications, experience and expertise at least equal to those listed in the proposal.

E. SUBCONSULTANTS

The Consultant shall have sole responsibility for the management, direction, and control of each Subconsultant and shall be responsible and liable to the Sponsor for the satisfactory performance and quality of work performed by Subconsultants under the terms and conditions of this Agreement. The Consultant shall include all the applicable terms and conditions of this Agreement in each Subconsultant Agreement between the Consultant and Subconsultant, and provide the State with a copy of each Subconsultant Agreement prior to the Subconsultant beginning work. No other Subconsultant shall be used by the Consultant without prior written consent by the State.

F. PROFESSIONAL SERVICES AUTHORIZATION

1. A written PROFESSIONAL SERVICES AUTHORIZATION (PSA) will be issued by the State to authorize the Consultant to proceed with a specific portion of the work under this Agreement. The number of PSAs required to accomplish all the work under this Agreement is one to several. Each PSA will authorize a maximum dollar amount and specify the milestone(s) for which the PSA represents. The Sponsor assumes no obligation of any kind for expenses incurred by the Consultant prior to the issuance of the PSA; for any expenses incurred by the Consultant for services performed outside the work authorized by the PSA; and for any dollar amount greater than authorized by the PSA.

2. The Consultant's work of this Agreement will be divided into milestones, each governed by a separate PSA. It is not necessary for a PSA to be completed prior to the issuance of the next PSA. The Consultant shall not perform work which has not been authorized by a PSA. When the money authorized by a PSA is nearly exhausted, the Consultant shall inform the Administrator and shall identify the need for additional authorization via issuance of the next PSA. The Administrator must concur with the Consultant prior to the issuance of the next PSA.

3. The Agreement is lump sum, unit cost, or cost plus fixed fee amount as indicated in this Agreement and may include an Additional Services amount for possible extra work not contemplated in the original scope of work. For the Consultant to receive payment for any work under the Additional Services Amount of this Agreement, said work must be authorized and performed under a PSA issued by the State specifically for the extra work. Should the Sponsor request that the Consultant perform additional services, the scope of work and method of payment will be negotiated. The basis of payment for additional work will be set up either as a Lump Sum or Cost Plus Fixed Fee.

G. PROJECT SCHEDULING

All negotiated agreements shall be accompanied by a critical path method schedule (CPM Schedule). The CPM Schedule will list the work tasks for the Agreement, their duration, negotiated milestones and their completion dates, including State/Local review periods. The format of this schedule shall be agreed on prior to signing the Agreement.

Along with the monthly progress report, the Consultant shall provide monthly CPM Schedule updates to the Agreement Administrator for approval. The CPM schedule shall show project percent completed on each task.

H. MONTHLY PROGRESS REPORT

The Consultant shall submit to the State a monthly progress report on Form ITD-771, as furnished by the State. When no work will be performed for a period of time, this requirement can be waived by written notice from the Agreement Administrator. However, at such time as work re-commences, the monthly progress reports shall resume.

The Consultant shall provide monthly progress schedule (CPM) updates to the Agreement Administrator.

The monthly progress report and schedule update will be submitted by the tenth of each month following the month being reported or as otherwise agreed to in the approved scope of work.

The Agreement Administrator will review the progress report and submit approved invoices for payment within two weeks of receiving the invoice, the associated monthly report and the schedule update.

Each progress report shall list invoices by PSA number and reference milestones.

I. PROGRESS AND FINAL PAYMENTS

1. Progress payments will be made once a month for services performed which qualify for payment under the terms and conditions of the Agreement. Such payment will be made based on invoices submitted by the Consultant in the format required by the State. The monthly invoice shall be submitted no later than the tenth of each month following the month being invoiced.

Lump Sum

Progress payments will be made based on a percentage of the work or milestones satisfactorily completed.

Cost Plus Fixed Fee

The Consultant shall submit a breakdown of costs by each item of work on the monthly invoice, and shall show the percent complete of each item of work, each milestone and percent complete of the entire Agreement. Progress payments will be made based on the invoice cost less the fixed fee for the work satisfactorily completed for each invoicing period. Said payment shall not exceed the percent complete of the entire Agreement. Upon satisfactory completion of each milestone, full payment for all approved work performed for that milestone will be made, including Fixed Fee.

Cost

The Consultant shall submit a breakdown of costs by each item of work on the monthly invoice, and shall show the percent complete of each item of work and percent complete of the entire Agreement. Progress payments will be made based on the invoiced cost for the work satisfactorily completed for each item of work. Said payment shall not exceed the percent complete of the entire Agreement.

Direct expenses will be reimbursed at actual cost, not to exceed the current approved rates as identified at http://itd.idaho.gov/business/?target=consultant-agreements .

For "Cost Plus Fixed Fee" and "Cost" agreements, invoices must include backup documentation to support expenditures as appropriate, and as requested by the Agreement Administrator. Such support may consist of copies of time sheets or cost accounting system print-out of employee time, and receipts for direct expenses.

2. The Sponsor will make full payment for the value of the services performed which qualify for payment. This full payment will apply until 95 percent of the work under each Project Agreement PSA or Supplemental Agreement has been completed. No further progress payments will be made until all work under the Agreement has been satisfactorily accomplished and accepted by the Sponsor. If at any time, the Sponsor determines that the work is not progressing in a satisfactory manner, further payments may be suspended or withheld for sums that are deemed appropriate for unsatisfactory services.

3. Final payment of all amounts retained shall be due 60 days after all work under the Agreement has been completed by the Consultant and accepted by the Sponsor. Such final payment will not be made until satisfactory evidence by affidavit is submitted to the State that all indebtedness incurred by the Consultant on this project has been fully satisfied.

4. Agreements which include an incentive/disincentive clause will normally have the clause applied only to the completion of the BID OPENING milestone. If the project is deemed by the Sponsor to be ready for advertisement, but advertisement is postponed at no fault of the Consultant, any incentive earned will be paid.

5. Payments to Subconsultants

The Consultant shall pay each subconsultant for satisfactory performance of its contract items no later than twenty (20) calendar days from receipt of each payment the Consultant receives from the State under this Agreement, in accordance with 49 CFR, Part 26. The Consultant shall return retainage payments to each subconsultant within twenty (20) calendar days after the subconsultant's work is satisfactorily completed. The Consultant will verify that payment or retainage has been released to the subconsultant or suppliers within the specified time for each partial payment or partial acceptance by the Department through entries in the Department's online diversity tracking system during the corresponding monthly audits.

Prompt payment will be monitored and enforced through the Consultant's reporting of monthly payments to its subconsultants and suppliers in the online diversity tracking system. Subconsultants, including lower tier subconsultants, suppliers, or both, will confirm the timeliness and the payment

amounts received utilizing the online diversity tracking system. Discrepancies will be investigated by the Contract Compliance Officer and the Contract Administrator. Payments to the subconsultants, including lower tier subconsultants, and including retainage release after the subconsultant or lower tier subconsultant's work has been accepted, will be reported monthly by the Consultant or the subconsultant.

The Consultant will ensure its subconsultants, including lower tier subconsultants, and suppliers meet these requirements.

J. MISCELLANEOUS PROVISIONS

1. COVENANT AGAINST CONTINGENT FEES

a. The Consultant warrants that they have not:

Employed or retained for a commission, percentage, brokerage, contingent fee, or other consideration, any firm or person to solicit or secure this Agreement, other than a bona fide employee of the firm;

agreed, as an expressed or implied condition for obtaining this Agreement, to employ or retain the services of any firm or person in connection with carrying out this Agreement, or;

paid, or agreed to pay, to any firm, organization or person (other than a bona fide employee of the firm) any fee, contribution, donation, or consideration of any kind for, or in connection with, procuring or carrying out the Agreement.

b. The Sponsor warrants that the above Consultant or its representative has not been required, directly or indirectly as an expressed or implied condition in connection with obtaining or carrying out this Agreement.

Employ or retain, or agree to employ or retain, any firm or person, or;
pay, or agree to pay to any firm, person or organization, any fee, contribution, donation or consideration of any kind.

2. PROHIBITION AGAINST HIRING PERSONNEL AND WORKING FOR CONTRACTOR

In compliance with the Code of Federal Regulations, (23 CFR, Section 1.33, Conflict of Interest), the Consultant agrees that no one in their employ will work on a part time basis under this Agreement while also in the full-time employ of any Federal Agency, the State, or the Sponsor, without the written consent of the public employer of such person. The Consultant agrees that no one in their employ under any circumstances shall perform any services for the contractor on the construction of this project.

3. CHANGES IN WORK

All changes in work shall conform to one or more of the following conditions and in no instance shall such change in work be undertaken without written order or written approval of the Sponsor.

a. Increase in the work required by the Sponsor due to unforeseen circumstances.
b. Revision in the work required by the Sponsor subsequent to acceptance of such work at the appropriate conference or after revision of such work as outlined at said conference.
c. Items of work which are beyond the scope of intent of this Agreement and pre-approved by the Sponsor.
d. Reduction in the work required by the Sponsor due to unforeseen circumstances.

An increase in compensation will be considered when Department Design Standards or expectations have changed from the time of negotiation.

Adjustment in compensation for either an increase or reduction in work shall be on a negotiated basis arrived at by mutual agreement between the Sponsor and the Consultant. During such

negotiations the Sponsor may examine the documented payrolls, transportation and subsistence costs paid employees actively engaged in the performance of a similar item or items of work on the project, and by estimated overhead and profit from such similar items or items of work.

Said mutual agreement for a negotiated increase or reduction in compensation shall be determined prior to commencement of operations for an increase in a specific item or items of work. In the case of Sponsor order for nonperformance, a reduction in the specific item or items of work will be made as soon as circumstances permit. In the event that a mutual agreement is not reached in negotiations for an increase in work, the Sponsor will use other methods to perform such item or items of work.

The mutually agreed amount shall be covered by a Supplemental Agreement and shall be added to or subtracted from the total amount of the original Agreement.

Adjustment of time to complete the work as may pertain to an increase or a reduction in the work shall be arrived at by mutual agreement of the Sponsor and the Consultant after study of the change in scope of the work.

4. DELAYS AND EXTENSIONS

Time adjustment may occur when the negotiated scope of work is increased or reduced through mutual agreement of the State and the Consultant.

Extensions of time may be granted for the following reasons:

a) Delays in major portions of the work caused by excessive time used in processing of submittals, delays caused by the State, or other similar items which are beyond the control of the Consultant.
b) Additional work ordered in writing by the Sponsor.
c) Department Design Standards have changed or expectations have changed from the time of negotiation.

5. TERMINATION

The Sponsor may terminate or abandon this Agreement at any time, without further obligation, upon giving notice of termination as hereinafter provided, for any of the following reasons:

a. Evidence that progress is being delayed consistently below the progress required in the current approved CPM Schedule.
b. Continued submission of sub-standard work.
c. Violation of any of the terms or conditions set forth in the Agreement, other than for the reasons set forth in a. and b. above.
d. At the convenience of the Sponsor.

Prior to giving notice of termination for the reasons set forth in a through c above, the Sponsor shall notify the Consultant in writing of any deficiencies or default in performance of the terms of this Agreement, and Consultant shall have ten (10) days thereafter in which to correct or remedy such default or deficiency. Upon their failure to do so within said ten (10) days, or for the reasons set forth in c above, such notice of termination in writing shall be given by the Sponsor. Upon receipt of said notice the Consultant shall immediately discontinue all work and service unless directed otherwise, and shall transfer all documents pertaining to the work and services covered under this Agreement, to the Sponsor. Upon receipt by the Sponsor of said documents, payment shall be made to Consultant as provided herein for all acceptable work and services.

6. DISPUTES

Should any dispute arise as to performance or abnormal conditions affecting the work, such dispute shall be referred to the Sponsor and the Director of the Idaho Transportation Department or his duly authorized representative(s) for determination.

Such determination shall be final and conclusive unless, within thirty (30) days of receipt of the decision Consultant files for mediation or arbitration. Consultant agrees that any mediation or arbitration hearing shall be conducted in Boise, Idaho. Consultant and Sponsor agree to be bound by the mediation agreement or the decision of the arbitration. Expenses incurred due to the mediation or arbitration will be shared equally by the Consultant and the Sponsor.

7. ACCEPTANCE OF WORK

a. The Consultant represents that all work submitted shall be in accordance with generally accepted professional practices and shall meet tolerances of accuracy required by State practices and procedures.

b. Acceptance of work will occur at phases appropriate to the terms of the Agreement and level of detail required by the State in its project development procedures.

c. It is understood by the Consultant that the Sponsor is relying upon the professional expertise and ability of the Consultant in performance of the Agreement. Any examination of the Consultant's work product by the State/Sponsor will not be considered acceptance or approval of the work product which would relieve the Consultant for any liability or expense. Consultant is solely responsible for the propriety and integrity of its work product.

Acceptance or approval of any portion of Consultant's work product by the Sponsor for payment, partial or final, shall not constitute a waiver of any rights the Sponsor may have against the Consultant. If due to errors, omissions and negligent acts by the Consultant, or its Subconsultants, agents or employees, in its work product, the Consultant shall make corrections to its work product at no expense to the Sponsor. The Consultant shall respond to the Sponsor's notice of any error or omission within twenty-four hours of receipt, and give immediate attention to any corrections to minimize any delay to the construction contract. This may include, if directed by the Sponsor, visits to the site of the work.

If the Consultant discovers errors or omissions in its work product, it shall notify the State within seven days of discovery. Failure of the Consultant to notify the State shall be grounds for termination of the Agreement.

The Consultant's liability for damages incurred by the Sponsor due to negligent acts, errors or omissions by the Consultant in its work product shall be borne by the Consultant. Increased construction costs resulting from errors, omissions or negligence in Consultant's work product shall not be the Consultant's responsibility unless the additional construction costs were the result of gross negligence of the Consultant.

8. OWNERSHIP OF DOCUMENTS

All material acquired or produced by the Consultant in conjunction with the preparation of the plans, study, or report, shall become the property of, and be delivered to, the Sponsor without restrictions or limitations of their further use. Any use of these materials by the Sponsor for purposes other than intended under this agreement shall be at the risk of the Sponsor. The Consultant has the right to make and retain copies of all data and documents for project files. Documents provided to the State may be public records under the Public Records Act §§ 74-101 through 74-126 and Idaho Code §§ 9-338 *et seq*, and thus subject to public disclosure unless excepted by the laws of the state of Idaho, otherwise ordered by the courts of the state of Idaho, and/or otherwise protected by relevant state and/or federal law.

9. AERIAL PHOTOGRAPHY

After aerial photography has been flown, processed and checked for coverage, the negatives shall be sent to the State at the address indicated on the Agreement for evaluation, labeling, and prints or diapositives as needed by the District and the Consultant. The negatives shall become the property of the State. Along with the negatives, the Consultant shall also deliver the Report of Calibration for the aerial camera used for the aerial photography, the flight maps, and the flight log. Once complete, a copy of the mapping shall be placed on a CD-ROM and sent to the address specified in the Agreement.

10. CADD SPECIFICATIONS

Two copies of all drawings shall be furnished to the Department upon completion of the contract. One copy shall be a durable reproduction of the drawing stamped and signed by the Engineer. An electronic stamp is acceptable, provided it is registered and approved with the Board of Professional Engineers and Land Surveyors. Roadway plans shall be furnished on 11" x 17" sheets. Structures plans shall be furnished on 22" x 34" sheets. The other copy shall be an electronic drawing file in a MicroStation .DGN file format. Electronic files shall be delivered in one of the following:

a. Placed within ITD's ProjectWise DataSource (See CADD Manual for proper locations for file storage
b. Standard CD/DVD-ROM Format

Files shall be developed with MicroStation software, SS4 Version 8.11X or higher; or converted to the MicroStation .DGN file format with all conversion errors corrected prior to delivery. If the consultant elects to convert files from other CADD software to the .DGN format, the consultant may be required at various times during the contract period to provide proof that all conversion errors can be corrected.

Refer to the CADD Manual for a complete set of CADD Standards. The manual is available at the following website: http://apps.itd.idaho.gov/apps/manuals/manualsonline.html .

11. GEOTECHNICAL AND MATERIALS WORK

If geotechnical and materials work is required under this Agreement, the Consultant must ensure that any Subconsultant performing geotechnical and materials work be involved in the final design review. This does not mean that the geotechnical and materials Subconsultant must attend the actual final design review meeting, but does mean that the Subconsultant, will at a minimum, participate in the final design plans and proposal review to assure that all geotechnical and materials recommendations/issues it raised concerning the project have been addressed, or notify the Consultant of any outstanding issues.

12. HIGHWAY CONSTRUCTION ESTIMATING PROGRAM

The Idaho Transportation Department has adopted the Trns.Port Estimator™ Highway Construction Cost Estimation software package as the standard for developing all highway construction cost estimates. Consultants who prepare PS&E (Plans, Specifications and Estimate) packages for submittal to ITD are required to use Estimator. Further information is available at the following Web Site: http://itd.idaho.gov/business/?target=consultant-agreements .

13. INDEMNITY

a. Concerning claims of third parties, the Consultant shall indemnify, and hold harmless and defend the Sponsor from any and all damages of and against any and all suits, actions, claims or losses of every kind, nature and description, including costs, expenses and reasonable attorney fees that may be incurred by reason of any negligent act, error or omission of the Consultant in the prosecution of the work which is the subject of this Agreement.

b. Concerning claims of the Sponsor, the Consultant shall assume the liability and responsibility for negligent acts, errors or omissions caused by the Consultant or a Subconsultant or their agents or employees to the design, preparation of plans and/or specifications, or other assignments completed under this Agreement, to the standards accepted at the time of the Final Design Review, other established review periods.

c. Notwithstanding any other provision of this Agreement, the Consultant shall not be responsible for claims arising from the willful misconduct or negligent acts, errors, or omissions of the Sponsor for contamination of the project site which pre-exist the date of this Agreement or subsequent Task Authorizations. Pre-existing contamination shall include but not be limited to any contamination or the potential for contamination, or any risk to impairment of health related to the presence of hazardous materials or substances.

14. INSURANCE

The Consultant, certifying it is an independent contractor licensed in the State of Idaho, shall acquire and maintain commercial general liability insurance in the amount of $1,000,000.00 per occurrence, professional liability insurance in the amount of $1,000,000.00, and worker compensation insurance in accordance with Idaho Law.

The professional liability insurance coverage shall remain in force and effect for a minimum of one (1) year after acceptance of the construction project by the State (if applicable), otherwise for one (1) year after acceptance of the work by the State.

Regarding workers' compensation insurance, the Consultant must provide either a certificate of workers' compensation insurance issued by an insurance company licensed to write workers' compensation insurance in the State of Idaho as evidence that the Consultant has a current Idaho workers' compensation insurance policy in effect, or an extraterritorial certificate approved by the Idaho Industrial Commission from a state that has a current reciprocity agreement with the Idaho Industrial Commission.

The Consultant shall provide the State with certificates of insurance within ten (10) days of the Notice to Proceed.

15. ENDORSEMENT BY ENGINEER, ARCHITECT, LAND SURVEYOR, AND GEOLOGIST

Where applicable, the Professional Engineer, Architect, Land Surveyor, or Geologist in direct charge of the work or portion of work shall endorse the same. All plans, specifications, cost summaries, and reports shall be endorsed with the registration seal, signature, and date of the Idaho professional in direct charge of the work. In addition, the firm's legal name and address shall be clearly stamped or lettered on the tracing of each sheet of the plans. This endorsement certifies design responsibility in conformance with Idaho Code, ITD's Design Manual, and acceptance of responsibility for all necessary revisions and correction of any errors or omissions in the project plans, specifications and reports relative to the project at no additional cost to the State based on a reasonable understanding of the project at the time of negotiation.

16. LEGAL COMPLIANCE

The Consultant at all times shall ,as a professional, observe and comply with all Federal, State and local laws, by-laws, safety laws, and any and all codes, ordinances and regulations affecting the work in any manner and in accordance with the general standard of care. The Consultant agrees that any recourse to legal action pursuant to this agreement shall be brought in the District Court of the State of Idaho, situated in Ada County, Idaho.

17. SUBLETTING

The services to be performed under this Agreement shall not be assigned, sublet, or transferred except by written consent of the Sponsor. Written consent to sublet, transfer or assign any portions of the work shall not be construed to relieve the Consultant of any responsibility for the fulfillment of this Agreement or any portion thereof.

18. PERMITS AND LICENSES

The Consultant shall procure all permits and licenses, pay all charges, fees, and taxes and give all notices necessary and incidental to the due and lawful prosecution of the work.

19. PATENTS AND COPYRIGHTS

The Consultant shall hold and save the Sponsor and its agents harmless from any and all claims for infringement by reason of the use of any patented design, device, material process, trademark, and copyright.

20. NONDISCRIMINATION ASSURANCES

1050.20 Appendix A:

During the performance of work covered by this Agreement, the Consultant for themselves, their assignees and successors in interest agree as follows:

1. **Compliance With Regulations**. The Consultant shall comply with all regulations of the United States Department of Transportation relative to Civil Rights, with specific reference to Title 49 CFR Part 21, Title VI of the Civil Rights Act of 1964 as amended, and Title 23 CFR Part 230 as stated in the ITD EEO Special Provisions and Title 49 CFR Part 26 as stated in the appropriate ITD DBE Special Provisions. http://apps.itd.idaho.gov/apps/ocr/index.aspx

2. **Nondiscrimination**. The Consultant, with regard to the work performed by them during the term of this Agreement, shall not in any way discriminate against any employee or applicant for employment; subcontractor or solicitations for subcontract including procurement of materials and equipment; or any other individual or firm providing or proposing services based on race, color, sex, national origin, age, disability, limited English proficiency or economic status.

3. **Solicitations for Subcontracts, Including Procurement of Materials and Equipment.** In all solicitations, either by bidding or negotiation, made by the Consultant for work or services performed under subcontract, including procurement of materials and equipment, each potential subcontractor or supplier shall be made aware by the Consultant of the obligations of this Agreement and to the Civil Rights requirements based on race, color, sex, national origin, age, disability, limited English proficiency or economic status.

4. **Information and Reports.** The Consultant shall provide all information and reports required by regulations and/or directives and sources of information, and their facilities as may be determined by the State or the appropriate Federal Agency. The Consultant will be required to retain all records for a period of three (3) years after the final payment is made under the Agreement.

5. **Sanctions for Noncompliance.** In the event the Consultant or a Subconsultant is in noncompliance with the EEO Special Provisions, the State shall impose such sanctions as it or the appropriate Federal Agency may determine to be appropriate, including, but not limited to:

    - Withholding of payments to the Consultant until they have achieved compliance;
    - Suspension of the agreement, in whole or in part, until the Consultant or Subconsultant is found to be in compliance, with no progress payment being made during this time and no time extension made;
    - Cancellation, termination or suspension of the Agreement, in whole or in part;
    - Assess against the Consultant's final payment on this Agreement or any progress payments on current or future Idaho Federal-aid Projects an administrative remedy by reducing the final payment or future progress payments in an amount equal to 10% of this agreement or $7,700, whichever is less.

6. **Incorporation of Provisions.** The Consultant will include the provisions of paragraphs 1 through 5 above in every subcontract of $10,000 or more, to include procurement of materials and leases of equipment unless exempt by the Acts, the Regulations, and directives pursuant thereto. The Consultant will take such action with respect to any subcontract or procurement as the State or the appropriate Federal Agency may direct as a means of enforcing such provisions, including sanctions for noncompliance. Provided, that if the Consultant becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the Consultant may request the State to enter into any litigation to protect the interest of the State.In addition, the Consultant may request the United States to enter into the litigation to protect the interests of the United States.

1050.20 Appendix E

During the performance of this contract, the Consultant, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees to comply with all non-discrimination statutes and authorities; including but not limited to:

Pertinent Non-Discrimination Authorities:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21.
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), (prohibits discrimination on the basis of sex);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 USC § 4 71, Section 4 7123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131-12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38;
- The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U .S.C. 1681 et seq).

21. INSPECTION OF COST RECORDS

The Consultant shall maintain all books, documents, papers, accounting records and other evidence pertaining to costs incurred on the project. They shall make such data available for inspection, and audit, by duly authorized personnel, at reasonable times during the life of this Agreement, and for a period of three (3) years subsequent to date of final payment under this Agreement, unless an audit has been announced or is underway; in that instance, records must be maintained until the audit is completed and any findings have been resolved. Failure to provide access to records may affect payment and may constitute a breach of contract.

22. CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS

By signing this document the Consultant certifies to the best of his knowledge and belief that except as noted on an attached Exception, the company or its subcontractors, material suppliers, vendors or other lower tier participants on this project:

a. Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency;

b. have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records making false statements, or receiving stolen property;

c. are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (b) of this certification; and

d. have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.

Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

NOTE: Exceptions will not necessarily result in denial of award, but will be considered in determining Consultant responsibility. For any exception noted, indicate to whom it applies, initiating agency and dates of action. Providing false information may result in criminal prosecution or administrative sanctions.

23. CERTIFICATION CONCERNING LOBBYING ACTIVITIES

By signing this document, the Consultant certifies to the best of their knowledge and belief that:

a. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any Federal contract, grant, loan or cooperative agreement.

b. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress or an employee of a Member of Congress in connection with this Federal contract, grant, loan or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions.

The Consultant also agrees that he or she shall require that the language of this certification shall be included in all lower tier subcontracts, which exceed $100,000, and that all such sub-recipients shall certify and disclose accordingly.

24. EMPLOYEE ELIGIBILITY

The Consultant warrants and takes the steps to verify that it does not knowingly hire or engage persons not authorized to work in the United States; and that any misrepresentation in this regard or any employment of person not authorized to work in the United States constitutes a material breach and shall be cause for the imposition of monetary penalties up to five percent (5%) of the contract price, per violation, and/or termination of its contract.

Your Safety • Your Mobility
Your Economic Opportunity

Consultant DBE Commitment

Idaho Transportation Department

ITD 2398 (Rev. 01-18)
itd.idaho.gov

If goals are not met, it is mandatory that pages 2 and 3, titled "Summary of DBE

Key Number	Project Number	Project Name		
24285	**A024(285)**	**Int. 15th E. and 49th S. Safety Improvement**		
Consultant Firm		Consultant EEO Officer	Phone #	Email
Horrocks		**Russ Goble**	**385.353.2786**	**russ.goble@horrocks.com**
Preparer's Signature		Date	DBE Goal for this Project:	**7 %**
		12.16.24		

Good Faith Effort," be completed. Failure to complete these forms will prevent agreement award. Refer to Disadvantaged Business Enterprise Special Provisions for Race/Gender-Conscious Projects, for more detail. Award of the agreement is contingent on Good Faith Efforts to provide opportunity for DBE participation in this project. ITD currently has an annual DBE goal of 10%.

Each commitment must be accompanied by written confirmation from the listed DBE firm that it is participating in the contract as stated in the prime consultant's commitment.

Name and Contact Information of DBE Subconsultant	Scope of Work to be Performed by DBE Sub-consultant	Utilization Percentage of Overall Work Scope
Kate Wallace, RBCI, kate@rbci.net, 208.377.9688	Public Involvement	7 %
		%
		%
		%
		%
		%
		%
		%
		%

Total DBE 7%

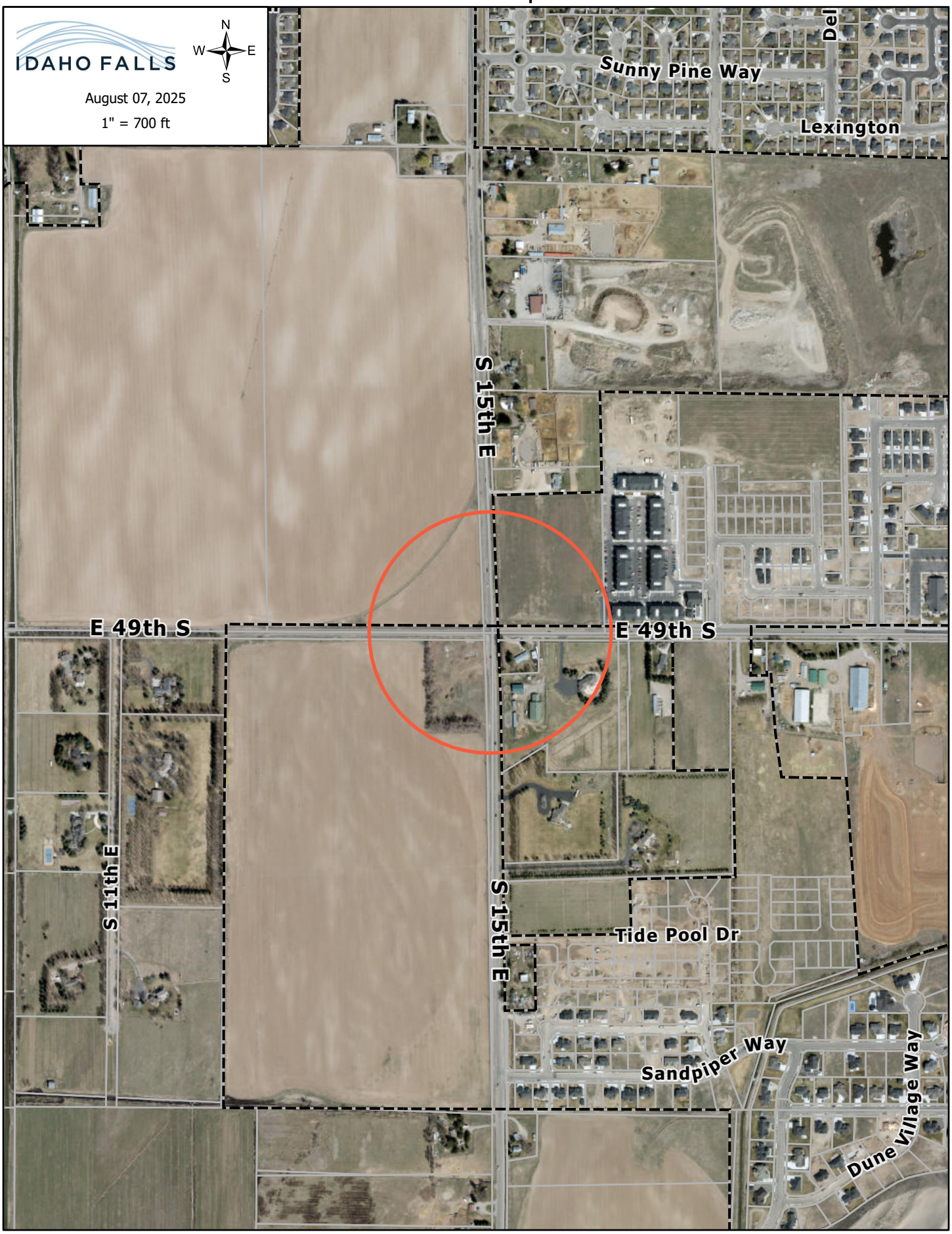
100% DBE Credit is given on Professional, Technical, Consultant, or Managerial Services

Do Not Write In Box – For Department Use Only

☒ Approved ☐ Not Approved By Ronnie Winks Digitally signed by Ronnie Winks Date: 2024.12.18 17:00:04 -07'00'

DBE Program Coordinator, Idaho Transportation Department — Date

Parcel Map


IDAHO FALLS
N
W
E
S
August 07, 2025
1" = 700 ft
Sunny Pine Way
Del
Lexington
S 15th E
E 49th S
E 49th S
S 11th E
S 15th E
Tide Pool Dr
Sandpiper Way
Dune Village Way

Memorandum

File #: 25-339 **City Council Meeting**

FROM: Darin Jones, HR Director
DATE: Thursday, August 14, 2025
DEPARTMENT: Human Resources

Subject
Ordinance Amending Title 1, Chapters 5 & 6 of the City Code, Compensation of Mayor and Council Members

Council Action Desired
☒ Ordinance ☐ Resolution ☐ Public Hearing
☐ Other Action (Approval, Authorization, Ratification, etc.)
Adopt the updated City Ordinance for Mayor and City Council Compensation or Council direction to staff.

Description, Background Information & Purpose
City Ordinance Number 3511 was passed by the City Council and approved by the Mayor of the City of Idaho Falls, Idaho, on April 13, 2023. In July and August 2025, the Mayor, Council, and staff reviewed the Idaho Falls elected officials' compensation ordinance, compared compensation with similar cities, and recommended the ordinance be updated.

Alignment with City & Department Planning Objectives



☐ ☒ ☐ ☐ ☐ ☐ ☐ ☐
This ordinance is aligned with Good Governance to attract and reward high-quality, engaged, and productive elected officials.

Interdepartmental Coordination
The Legal and HR departments provided information and advice about compensation for the Mayor and City Councilors.

Fiscal Impact
As with all city employee wages, there will be an ongoing fiscal impact in direct correlation to the compensation increase listed in the ordinance as the Council Seeks to increase the Council's annual compensation to $21,000 over the next two years and the Mayor's Annual salary to $125,000 over the next three years.

Legal Review
The City Attorney has provided advice throughout this process.

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF IDAHO FALLS, IDAHO, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO; AMENDING TITLE 1, CHAPTERS 5 AND 6 TO ADJUST THE MAYOR'S AND COUNCIL MEMBER'S COMPENSATION; PROVIDING SEVERABILITY, CODIFICATION, PUBLICATION BY SUMMARY, AND ESTABLISHING EFFECTIVE DATE.

WHEREAS, the Mayor and Council members are City elected officials who spend a significant amount of their time in furtherance of City goals and values; and

WHEREAS, Idaho Code Section 50-203 allows a City to set compensation amounts by fixing such amounts by Ordinance at least seventy-five (75) days before a general City election and to be effective on the January 1st following such general City election; and

WHEREAS, fixing the amount of compensation (including salaries) prior to election promotes public transparency and prevents inappropriate financial self-dealing by elected officials; and

WHEREAS, the discussion of compensation is subject to public review and comment prior to the adoption of the elected officials compensation Ordinance; and

WHEREAS, the Mayor, Council, and staff have reviewed the Idaho Falls elected officials compensation Ordinances, compared compensation with similar cities, and recommended that the compensation Ordinances for the Mayor and Council members should be clarified and updated

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF IDAHO FALLS, IDAHO, THAT:

SECTION 1. Title 1, Chapter 5 of the City Code of the City of Idaho Falls, Idaho, is hereby amended as follows:

…

1-5-8: COMPENSATION OF MAYOR: Compensation for the Mayor, while in office, shall include the City employee health coverage that is available to any full-time City employee; the City's Public Employee Retirement System of Idaho (PERSI) contribution at the same rate as a non-public safety City employee; and travel reimbursement pursuant to the City Travel Policy. In addition, the Mayor, while in office, shall receive a bi-weekly salary of ~~three thousand eight hundred forty-six dollars and sixteen cents~~ four thousand two hundred twenty three dollars and nine cents (~~$3,846.16~~$4223.09), provided such salary shall be increased on the following dates:

Effective Date	Amount of Bi-weekly Salary
January 1, ~~2025~~ 2027	~~$3,930.78~~$4515.39

January 1, ~~2026~~ 2028	~~$4,017.25~~$4807.70
~~January 1, 2027~~	~~$4,105.63~~
~~January 1, 2028~~	~~$4,195.96~~
~~January 1, 2029~~	~~$4,288.27~~

…

SECTION 2. Title 1, Chapter 6 of the City Code of the City of Idaho Falls, Idaho, is hereby amended as follows:

…

1-6-5: COMPENSATION OF COUNCIL MEMBERS: Compensation for each Council member, while in office, shall include the City employee health coverage that is available to any full-time City employee; the City's Public Employee Retirement System of Idaho (PERSI) contribution at the same rate as a non-public safety City employee; and travel reimbursement pursuant to the City Travel Policy. In addition, each Council member shall receive a bi-weekly salary of ~~five hundred seventy-six dollars and ninety-three cents~~ six hundred ninety eight dollars and sixty six cents (~~$576.93~~$698.66), provided such salary shall be increased on the dates:

Effective Date	Amount of Bi-weekly Salary
January 1, ~~2025~~ 2027	~~$589.62~~$807.70
~~January 1, 2026~~	~~$602.59~~
~~January 1, 2027~~	~~$615.85~~
~~January 1, 2028~~	~~$629.40~~
~~January 1, 2029~~	~~$643.25~~

…

SECTION 3. Savings and Severability Clause. The provisions and parts of this Ordinance are intended to be severable. If any section, sentence, clause, or phrase of this Ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause, or phrase of this Ordinance.

SECTION 4. Codification Clause. The Clerk is instructed to immediately forward this Ordinance to the codifier of the official municipal code for proper revision of the Code.

SECTION 5. Publication. This Ordinance, or a summary thereof in compliance with Idaho Code, shall be published once in the official newspaper of the City and shall take effect immediately upon its passage, approval, publication, and the effective date.

SECTION 6. Effective Date. This Ordinance shall be in effect on the 1st day of January, 2026.

PASSED by the City Council and APPROVED by the Mayor of the City of Idaho Falls, Idaho, this _____ day of _____, 2025

ATTEST: CITY OF IDAHO FALLS, IDAHO

_____ _____

EMILY GEISLER, CITY CLERK REBECCA L. NOAH CASPER, Ph.D., MAYOR

(SEAL)

STATE OF IDAHO)
) ss:
County of Bonneville)

I, EMILY GEISLER, CITY CLERK OF THE CITY OF IDAHO FALLS, IDAHO, DO HEREBY CERTIFY:

That the above and foregoing is a full, true and correct copy of the Ordinance entitled, "AN ORDINANCE OF THE CITY OF IDAHO FALLS, IDAHO, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO; AMENDING TITLE 1, CHAPTERS 5 AND 6 TO ADJUST THE MAYOR'S AND COUNCIL MEMBER'S COMPENSATION; PROVIDING SEVERABILITY, CODIFICATION, PUBLICATION BY SUMMARY, AND ESTABLISHING EFFECTIVE DATE."

_____

EMILY GEISLER, CITY CLERK

(SEAL)