



City of Idaho Falls
City Council Meeting
680 Park Avenue

CITY COUNCIL AGENDA

Thursday

April 23, 2026

6:30 p.m.

Mayor

Lisa Burtenshaw

City Council

Jim Francis

Council President, Seat 4

Brandon Lee

Council Seat 2

John Radford

Council Seat 5

Jim Freeman

Council Seat 6

Kirk Larsen

Council Seat 3

Michelle Ziel-Dingman

Council Seat 1

🔍 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 Department (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 Testimony.** Because public hearings must follow various procedures required by law, please wait to offer your testimony until invited/indicated. Please address Council directly and try to limit your time to three (3) minutes.
- **Written Testimony.** The public may provide written testimony via postal mail sent to City Hall or via email sent to the City Clerk at IFClerk@idahofalls.gov. Testimony 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.

If you need communication aids or other physical accommodations to attend or access this meeting, please contact the City Clerk at (208) 612-8414 or the ADA Coordinator at (208) 612-8323 prior to the meeting. They will help accommodate special needs wherever possible.



City Council

Agenda

680 Park Avenue
Idaho Falls, ID 83402

Thursday, April 23, 2026

6:30 PM

City Council Chambers

1. **Call to Order & Roll Call**

2. **Pledge of Allegiance**

3. **Public Comment**

Please see guidelines on page 2.

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 Municipal Services

- 1) February 2026 Treasurer's Report **26-150**

Attachments: Report

B Public Works

- 1) Bid Award -Ash Street - Eastern Avenue to South Boulevard **26-142**

Attachments: Map & Bid Tab

C Idaho Falls Power

- 1) Idaho Falls Utility Board Meeting Minutes - April 2026 **26-143**

Attachments: 04.08.26

D Office of the City Clerk

- 1) March 2026 Licensing through the Office of the City Clerk **26-107**

Attachments: New
Renewed
Contractors

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 Office of the Mayor

- 1) Appointment of new IF Power GM 26-149

After a quarter of a century in Public Works, Director Fredericksen has a proven track record of leadership, knowledge and vision, which will ensure Idaho Falls Power continues its tradition of innovation, while focusing on workplace safety and customer service. He also possesses the key leadership traits IF Power's leadership and employees identified as necessary in IF Power's next GM. As Public Works Director for the last 13 years and a licensed professional engineer, he has overseen major capital improvement projects, strengthened operation efficiencies and fostered a strong, service-oriented team culture.

Action Item(s):

Confirm appointment of Chris Fredericksen as the new GM of IF Power.

Attachments: Memo

B Public Works

- 1) Bid Award - Calkins Avenue - 14th Street to 16th Street Storm Upgrades 26-140

On Thursday, April 9, 2026, bids were received and opened for the Calkins Avenue - 14th Street to 16th Street Storm Upgrades project. A tabulation of bid results is attached. The purpose of the proposed project bid award is to contract with the lowest bidder to perform stormwater and water line improvements within various city streets.

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

Cost allocation for this project will come from Street, Water and Wastewater Division funds. Sufficient funding and budget authority exist for completion of the proposed improvements.

Action Item(s):

Approve the plans and specifications; award to the lowest responsive, responsible bidder, Suncore Construction & Material, Inc., in the amount of \$1,561,182.00; and give authorization for the Mayor and City Clerk to execute the necessary documents (or take other action deemed appropriate).

Attachments: Map & Bid Tab

- 2) Bid Award - Canal Avenue, L Street and K Street Water Line Upgrades 26-141

On Thursday, April 9, 2026, bids were received and opened for the Canal Avenue, L Street & K

Street Water Line Upgrades project. A tabulation of bid results is attached. The purpose of the proposed project bid award is to contract with the lowest bidder to perform water line improvements within various city streets.

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

Cost allocation for this project will come from Water and Street Division funds. Sufficient funding and budget authority exist to complete the proposed improvements.

Action Item(s):

Approve the plans and specifications; award to the lowest responsive, responsible bidder, 3H Construction, LLC, in the amount of \$1,009,709.00; and give authorization for the Mayor and City Clerk to execute the necessary documents (or take other action deemed appropriate).

Attachments: Map & Bid Tab

3) Easement Vacation - Lot 15, Block 3 of the Yellowstone Addition, Division 3 26-144

The property owner has formally requested the easement vacation as described in the accompanying exhibit and detailed within the referenced Ordinance. Following an internal evaluation, city staff have reviewed the request and determined that the proposed vacation is warranted. As a result, they recommend approval of the request.

By enabling property owners to make more effective use of their land, these actions align with long-term development goals.

Action Item(s):

Approve the Easement Vacation under a suspension of the rules requiring three complete and separate readings and request that it be read by title (or consider the ordinance on the first reading, reject the ordinance, or take other action deemed appropriate).

Attachments: Ordinance

C Municipal Services

1) Sale of City Property 26-148

On Thursday, February 12, 2026, City Council declared the minimum value of the property at \$53,500 and authorized City staff to conduct a public auction. A public auction was conducted on Friday, April 10, 2026, and received no bids. Pursuant to Idaho Code § 50-1403(1), if no bids are received at a public auction, the City Council has “the authority to sell such property as it deems in the best interest of the city.” Following the auction, a private property owner approached the City and, on April 10, 2026, offered a purchase price of \$30,000; closing costs: customary costs split between buyer and seller; closing date: No more than 30 days from acceptance of offer, with an offer expiration date of thirty days. The offer received was shared

with the Public Works Director, Chris Federicksen.

Action Item(s):

Approve or deny the private party offer received for city property located at 610 Water Avenue for a total of \$30,000 and authorize the Mayor and City Clerk to sign the necessary documents (or take other action deemed appropriate).

Attachments: Offer
2.12.26 Presentation
3-12-26 - Presentation
Appraisal
Public Notice

2) Resolution: City of Idaho Falls Procurement Policy 26-120

The purpose of this policy is to set minimum requirements for City staff to facilitate purchasing that is consistent with State of Idaho Statutes, Federal Law, City requirements, and best practices for accounting internal controls. A draft of this policy was reviewed with City Council during the work session on Monday, March 30, 2026. All Department Directors have had an opportunity to review and provide input on this policy.

Action Item(s):

Approve the resolution for the City of Idaho Falls Procurement Policy and give authorization to the Mayor and City Clerk to sign the necessary documents (or take other action deemed appropriate).

Attachments: Resolution
Policy
Purchasing Matrix

3) Public Hearing and Consideration of Proposed 2026 Capital Improvement Plan and Development Impact Fee Study, and Amendments to City Code, Title 10, Chapter 8, City Development Impact Fees 26-130

Pursuant to Idaho Code § 67-8206(3) and (5), Development Impact Fees and City Code, Title 10, Chapter 8, City Development Impact Fees, to hear public comment on the proposed 2026 Capital Improvement Plan and Impact Fee Study (dated March 26, 2026) and the proposed amendments to City Code, Title 10, Chapter 8, City Development Impact Fees. This public hearing notification was published in the legal section of the Post Register on Friday, April 3, 2026, and Friday, April 10, 2026. The Planning Commission public hearing was held on Tuesday, April 7, 2026, for the amendment to the comprehensive plan to replace the 2021 Capital Improvement Plan and Development Impact Fee Study with the proposed 2026 Capital Improvement Plan and Impact Fee Study. The Planning Commission approved the comprehensive plan amendment.

Action Item(s):

1. Conduct a public hearing for the proposed 2026 Capital Improvement Plan and Development Impact Fee Study, and the proposed amendments to City Code, Title 10, Chapter 8, City Development Impact Fees;
2. Adopt the Resolution adopting the proposed 2026 Capital Improvement Plan and Development Impact Fee Study;
3. Adopt the amendments to City Code, Title 10, Chapter 8, City Development Impact Fees, under a suspension of the rules requiring three complete and separate readings, and request that the ordinance be read by title and published by summary, with the required effective date to be determined by City Council (or take other action deemed appropriate).

Attachments: Ordinance
Resolution
CIP & Impact Fee Study

- 4) Public Hearing and Resolution for the Adoption of the April 2026
Idaho Falls Fee Schedule

26-131

Pursuant to Idaho Code § 67-8206 and Idaho Code § 63-1311A a public hearing will be held to consider a resolution to impose a new or fee increases greater than 5% for Development Impact Fees for Parks and Recreation, Police, Fire/EMS, and Transportation. This public hearing notification was published in the legal section of the Post Register on Friday, April 3, 2026, and Friday, April 10, 2026.

Action Item(s):

1. Hold a public hearing regarding the proposed resolution for the adoption of the April 2026 Idaho Falls Fee Schedule;
2. Approve the resolution for the adoption of the April 2026 Idaho Falls Fee Schedule with an effective date to be determined by Council and give authorization for the Mayor and City Clerk to sign the necessary documents (or take other action deemed appropriate).

Attachments: Resolution
Exhibit A

- 5) Bid Protest - IF 26-006, 2026 Water Line Surface Repair

26-147

A total of three bids were received for the water line surface repair project. Following the review of the bid submitted by Rolling Rock, LLC, the bid was deemed irregular and unresponsive as the bidder did not hold a Category A Public Works Contactor license at the time of bid as required by Idaho Code § 54-1902 and Idaho Code § 67-2805(2)(a). This project

includes various units of curb and gutter, concrete, rebar, and plant mix to support 2026 water line surface repair projects for the Public Works, Water Division. The total estimate is based on a three-year historical unit quantity for water line surface repair projects. On Thursday, April 2, 2026, City Council rejected the bid from Rolling Rock, LLC, on the basis that it did not have a Category A Public Works Contractor License at the time of submitting the bid and accept and approve the bid received from the lowest responsive and responsible bidder, JM Concrete, for an estimated total of \$904,530.00.

Action Item(s):

Conduct a public hearing to hear the bid protest for IF 26-006, 2026 Water Line Surface Repair to determine whether the council action on Thursday, April 2, 2026, is to be upheld (or take other action deemed appropriate).

Attachments: Written Decision 4.14.26 - Objection to Bid
01.Instruction
02.ISPWC Division 100 Subsection 7.11
03.Rolling Rock LLC Bid
04.Council Memorandum
05.Email from Chris Canfield dated April 6, 2026
06.Email from Josh Waite dated April 13, 2026
07.1.Objection to Bid Award
07.2.Copy of Exemption Statutes

D City Attorney

- 1) Written Decision Regarding Request for Reconsideration for
Planned Unit Development (PUD) for Willows Place Townhomes

26-146

This concerns the application for a Planned Unit Development (PUD) for Willows Place Townhomes submitted by Bear Hunter Holdings, LLC (Applicant). On October 7, 2025, the Planning Commission voted to recommend approval of the PUD to the Mayor and City Council with a vote of 5 to 1. On January 22, 2026, City Council held a quasi-judicial public hearing on the application and voted to deny the PUD with a vote of 5 to 0. The Applicant submitted a request for reconsideration and, at another quasi-judicial public hearing on April 2, 2026, City Council voted to “deny the appeal on the basis that this is a resolvable issue through mediation” with a vote of 3-2 and directed City staff to prepare a Written Decision. Attached is the prepared Written Decision Regarding Request for Reconsideration denying the PUD Application for Willows Place Townhomes.

Action Item(s):

Approve the Written Decision Regarding Request for Reconsideration denying the Planned Unit Development for Willows Place Townhomes and give authorization for the Mayor and City Clerk to execute the necessary documents (or take other action deemed appropriate).

Attachments: Written Decision

- 6. Announcements**
- 7. Adjournment**