IDAHO FALLS

City of Idaho Falls
City Council Meeting
680 Park Avenue

CITY COUNCIL AGENDA

Thursday

June 4, 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, June 4, 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) March 2026 Treasurer's Report **26-204**

Attachments: March 2026

B Idaho Falls Power

1) IFP 26-17 Poles and Pupi Arms - Irby and D&S Electric **26-202**

Attachments: BId Tab

C Office of the City Clerk

1) City Council Meeting Minutes **26-196**

Attachments: 04.20.26
04.23.26
05.04.26
05.07.26

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) Confirm the selection of Chris Canfield as Public Works Director **26-205**

After 13 years with the city, Chris Canfield has been selected as Idaho Falls' next Public Works director. Canfield is currently serving as the Interim Director of Public Works, a role he assumed in May 2026 after 13 years as the Assistant Public Works Director. Attached please find my recommendation, as well as Mr. Canfield's resume.

Action Item(s):
Confirm the selection of Chris Canfield as the Public Works Director for the City of Idaho Falls (or take other action deemed appropriate.)

Attachments: Memo
Resume

B Fire Department

1) Resolution giving Fire Chief Johan Olson authority to negotiate and execute a contract with Bonneville County Fire Protection District No. 1 **26-199**

The City and Bonneville County Fire Protection District No. 1 (the "District") must reach a new joint services agreement by June 19, 2026, to facilitate budget planning for both the City and District. Negotiations for a new joint services agreement with the District are proceeding but will most likely not be concluded in time for Council to consider and approve the agreement at a Council meeting before June 19, 2026. This Resolution provides authority for Fire Chief Johan Olson to negotiate and execute a new joint services agreement on behalf of the Council. The currently existing Fire Protection Joint Services Agreement is attached to provide context and background.

Action Item(s):
Approve the Resolution authorizing Fire Chief Johan Olson to negotiate and execute a fire protection joint services agreement with Bonneville County Fire Protection District No. 1 (or take other action deemed appropriate).

Attachments: Resolution
Joint Services Agreement (current)

C Municipal Services

1) Sale of Used Law Enforcement Vehicle to Boundary County Probation **26-184**

The Police Department is recommending the sale of unity 5790, a 2015 Ford Explorer K-9 vehicle to the Boundary County Probation Department. This vehicle has reached its useful life and was placed on surplus for disposal. The City was contacted by the Boundary County Probation Department to purchase the vehicle for the listed surplus price of $3,500.00. The City is authorized, pursuant to Idaho Code § 67-2322, to sell or transfer property to another

public entity like the Boundary County Probation Department.

Action Item(s):
Approve the sale of used Police K-9 vehicle to Boundary County Probation, located in Bonners Ferry, Idaho for a total of $3,500.00 and give authorization for the Mayor and City Clerk to execute the necessary documents (or take other action deemed appropriate).

Attachments: Resolution 2026-13

D Public Works

1) State Local Design/Construction Agreement and Resolution with the Idaho Transportation Department (ITD) for the Tautphaus Park East Loop Path project. **26-203**

Attached for consideration is a State Local Agreement with ITD for design and construction to build pathway improvements within Tautphaus Park. Proposed work includes the installation of pathway to complete a loop on the East side of the park. Per the State Local Agreement, the total estimated project costs are $545,720 with the cost to be allocated as follows: Federal participation of 92.66% and City participation of 7.34%, which is approximately $40, 056.

Action Item(s):
Approve the State Local Agreement and Resolution with ITD for the Tautphaus Park East Loop Path project and authorize the Mayor and City Clerk to sign the documents (or take other action deemed appropriate).

Attachments: Agreement
Resolution
Map

2) City of Idaho Falls Lighting Upgrade Bid Rejection **26-154**

On Thursday April 30, 2026, a bid opening was scheduled for the Idaho Falls Lighting Upgrades project OTH 2025-35. No bids were received. Public Works and Idaho Fall Power then reached out to contractors to assess a successful bid outreach. Adjustments were made to the schedule, and the project was re-advertised for bid. On Thursday May 28, 2026, bids were received and opened for the City of Idaho Falls Lighting Upgrade project. Three contractors attempted to submit bids. One was late, and the two others did not disclose the Electrical Contractor License requirements per Idaho Code § 67-2310. After reviewing with Legal and Idaho Falls Power, Public Works recommends rejecting the bids as non-responsive and requests authorization to negotiate on the open market for the work in question per Idaho Code § 67-2805(2)(a)(viii).

Action Item(s):
To reject all bids for the City of Idaho Falls Lighting Upgrade project on the basis that all bids

were non-responsive, find and declare by Resolution that the project can be performed more economically by purchasing goods and services on the open market, and authorize Public Works to acquire the work from a qualified public works contractor(s) on the open market, as permitted by Idaho Code § 67-2805(2)(a)(viii) (or take other action deemed appropriate).

Attachments: Map

E City Attorney

1) Ordinance Adding Title 5, Chapter 4, Section 13, to the City Code, Sale of Kratom Prohibited Within City Limits. **26-061**

On October 8, 2025, the Bonneville County Coroner's Office issued a public heath alert regarding kratom and the potential dangers of human consumption of kratom. Attached for your consideration is a proposed Ordinance adding a new Section 13 to Title 5, Chapter 4, banning the sale of kratom, both natural and synthetic, within the City.

Action Item(s):
Adopt the Ordinance adding a new Section 13 to Title 5, Chapter 4, of the City Code to ban the sale of kratom within City limits under a suspension of the rules requiring three complete and separate readings, establish effective date, and request that it be read by title and published by summary (or take other action deemed appropriate).

Attachments: Ordinance
County Health Alert

F Community Development Services

1) Final Plat and Reasoned Statement of Relevant Criteria and Standards, Anderson Townhomes Division No. 2. **26-200**

Attached is the application for the Final Plat and Reasoned Statement of Relevant Criteria and Standards for Anderson Townhomes Division No. 2. The Planning and Zoning Commission considered this item at its October 7, 2025, meeting and unanimously voted to recommend approval of the final plat to the Mayor and City Council as presented. This Final Plat was reviewed by CDS Planning staff as well as staff from Fire, Idaho Falls Power, and the Public Works Water, Wastewater, and Engineering/Survey Divisions.

Action Item(s):
1. Approve the Final Plat for Anderson Townhomes Division No. 2 and give authorization for the Mayor, City Engineer, and City Clerk to sign said Final Plat (or take other action deemed appropriate).

2. Approve the Reasoned Statement of Relevant Criteria and Standards for the Final Plat for Anderson Townhomes Division No. 2 and give authorization for the Mayor to execute the necessary documents (or take other action deemed appropriate).

Attachments: Zoning Map
Aerial Map
Final Plat
Staff Report
PC Minutes
Reasoned Statement
Approved PUD

2) Resolution -Community Development Block Grant (CDBG) PY 2025 Consolidated Annual Performance and Evaluation Report (CAPER). **26-185**

Pursuant to Housing and Urban Development (HUD) requirements, entitlement communities receiving CDBG funds must complete a Consolidated Annual Performance and Evaluation Report (CAPER). As part of the reporting process, information on projects completed and funds spent was presented in a public hearing held May 7, 2026, during a regular City Council meeting. A 15-day public comment period ran 5-7-26 thru 5-22-26 where all comments were considered. A request for the Council to approve a resolution at the June 4, 2026, meeting was made. The 2025 CAPER will be submitted to HUD no later than June 30, 2026. Questions about the 2025 CAPER or the projects presented may be directed to the CDBG Administrator, Lisa Farris. This item has been reviewed by staff from Community Development Services.

Action Item(s):
Approve the Resolution for the 2025 CAPER (or take other action deemed appropriate).

Attachments: Resolution

3) Legislative Public Hearing for the Annexation and Initial Zoning of I&M, Industrial and Manufacturing - Annexation and Initial Zoning Ordinances and Reasoned Statements of Relevant Criteria and Standards for approximately 10.7 acres in the NE ¼ of Section 8, Township 2 North, Range 38 East. **26-179**

Attached is the application for Annexation and Initial Zoning of I&M, Industrial and Manufacturing, which includes the Annexation and Initial Zoning Ordinances and Reasoned Statements of Relevant Criteria and Standards for approximately 10.7 acres in the NE ¼ of Section 8, Township 2 North, Range 38 East. On March 3, 2026, the Planning and Zoning Commission unanimously voted to recommend approval of the annexation with initial zoning of I&M to the Mayor and City Council as presented. This annexation was reviewed by CDS Planning staff as well as staff from Fire, Idaho Falls Power, BMPO, and the Public Works Water, Wastewater, and Engineering/Survey Divisions.

Action Item(s):
1. Approve the Ordinance annexing approximately 10.7 acres in the NE ¼ of Section 8, Township 2 North, Range 38 East; assign a Comprehensive Plan Designation of "Industrial;" and under a suspension of the rules requiring three complete and separate readings, request that it be read by title and

published by summary (or consider the Ordinance on the first reading and that it be read by title, reject the Ordinance, or take other action deemed appropriate).

2. Approve the Reasoned Statement of Relevant Criteria and Standards for the annexation of approximately 10.7 acres in the NE ¼ of Section 8, Township 2 North, Range 38 East and give authorization for the Mayor to execute the necessary documents (or take other action deemed appropriate).

3. Approve the Ordinance establishing the initial zoning for I&M, Industrial and Manufacturing as shown in the Ordinance exhibits under a suspension of the rules requiring three complete and separate readings; and request that it be read by title and published by summary; that the City limits documents be amended to include the area annexed herewith; and that the City Planner be instructed to reflect said annexation, amendment to the Comprehensive Plan, and initial zoning on the Comprehensive Plan and Zoning Maps located in the Planning office (or consider the Ordinance on the first reading and that it be read by title, reject the Ordinance, or take other action deemed appropriate).

4. Approve the Reasoned Statement of Relevant Criteria and Standards for the initial zoning of I&M, Industrial and Manufacturing and give authorization for the mayor to execute the necessary documents (or take other action deemed appropriate).

Attachments:
Zoning Map
Aerial Map
Comp Plan Map
Staff Report
PC Minutes
Ordinance (Annexation)
Reasoned Statement (Annexation)
Ordinance (Initial Zoning)
Reasoned Statement (Initial Zoning)
Exhibit B and Boundary Exhibit Map

6. Announcements

7. Adjournment