



# City Council Work Session Meeting Minutes

680 Park Avenue  
Idaho Falls, ID 83402

Tuesday, January 20, 2026

3:00 PM

City Council Chambers

## Call to Order and Roll Call

Present:

Mayor Lisa Burtenshaw

Councilor Michelle Ziel-Dingman

Councilor Kirk Larsen

Council President Jim Francis

Councilor Jim Freeman

Councilor John Radford

Absent:

Councilor Brandon Lee

Also present:

Darin Jones, Human Resources Director

Pam Alexander, Municipal Services Director

Chris Fredericksen, PW Director

TJ Nottestad, Committee member

Emily Geisler, City Clerk

Jon Knowles, Public Works

Wade Sanner, CDS Director

Chris Canfield, Assistant PW Director

Zack Jones, City Attorney

Mayor Burtenshaw called the meeting to order at 3:03 p.m. with the following items:

## Human Resources, City Attorney – Discussion: First Reading – Policy 410 & 440 Changes (Director Darin Jones)

- Sick Leave Conversion Policy:
  - Clarifies that employees must still be employed at the time of the November payout to receive a sick leave conversion, even if they elected to convert leave in April.
  - Addresses prior ambiguity for employees who separate between April and November.
  - Proposes increasing the maximum sick leave conversion payout from \$2,500 to \$3,000 to better reflect rising wages.
  - Benefits employees by allowing higher conversion value and benefits the City by gradually reducing large sick leave balances instead of paying them out at separation.
- Shared Leave Policy:
  - Adds clear definitions (based on IRS guidance) to establish eligibility for shared leave.
  - Clarifies that the 240-hour limit applies on a calendar-year basis.
  - Confirms shared leave operates through a central bank funded by employee donations (vacation leave only).
  - Donations can be made at any time and remain in the bank; HR typically solicits donations only when approved requests exceed available hours.
  - Clarifies how hours are allocated when multiple employees request shared leave at the same time and the bank does not have enough hours.
  - Confirms shared leave is transferred hour-for-hour, regardless of differences in employee pay rates.
- Library Holiday Language:
  - Council raised questions about language referencing Saturdays/Sundays and library holiday schedules.

- HR acknowledged the language may be outdated or unclear and committed to follow up with library leadership to confirm current practice and make corrections if needed.
- Safety and Workers' Compensation Policy:
  - Updates clarify application of the waiting period, use of leave for medical appointments, how FMLA runs concurrently with workers' compensation, and transitions after 50 calendar days.
  - Changes are intended solely to reduce confusion, not to alter how the policy is applied in practice.
  - Minor grammar and formatting issues were noted and will be corrected.
- Next Steps:
  - Policies will be distributed to all employees for a 30-day comment period.
  - HR will incorporate appropriate feedback and correct grammar or flow issues.
  - Policies will return to City Council for approval after the comment period; substantive changes would come back to a work session if needed.

Public Works – Discussion: Project Development – Elm Street (Director Fredericksen, Chris Canfield, Jon Knowles)

- Project timeline:
  - Federal-aid project with a long lead time (initiated ~10 years ago).
  - Design underway; completion expected summer 2026.
  - Construction anticipated summer 2027.
- Project scope and goals:
  - Reconstruct pavement and correct steep roadway crown.
  - Improve ADA accessibility.
  - Add pedestrian safety features such as bulb-outs to reduce crossing distances.
  - Enhance the overall pedestrian experience.
- Public outreach:
  - A “Story Map” website will explain the project, show maps and design concepts, outline the schedule, and collect public feedback via a short survey.
  - Mailers with QR codes will direct residents to the site.
  - Public comment period proposed through mid-February.
- Stakeholder coordination:
  - Meetings held with the school district (Alturas School) and the Museum of Idaho.
  - School concerns focused on construction timing (preferably summer) and pedestrian safety.
  - Museum concerns included sight distance and signage.
- Speed limit and school zone discussion:
  - Elm Street currently posted at 25 mph.
  - A speed study showed an 85th percentile speed of ~30 mph.
  - Staff recommended increasing the posted speed to 30 mph and adding a flashing school zone near Alturas School during pickup/drop-off times.
  - Council agreed this proposal should be included in the public outreach, as it is likely to generate the most feedback.

**South Boulevard & Birch Street Roundabout**

- Project description:
  - Proposed single-lane roundabout, similar to the existing Elm & South Boulevard roundabout.
  - Intended to improve traffic flow, reduce conflicts, and align with the broader Boulevard corridor.
- Funding and timing:
  - Locally funded through the CIP.
  - Targeted for construction summer 2026, likely after July 4.
  - Scheduled ahead of Elm Street construction to avoid overlapping disruptions.



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- Key considerations and concerns:
  - Changes in traffic patterns, including restricted left turns and some right-turn-only movements.
  - Potential loss or relocation of on-street parking on Birch Street and nearby areas.
  - Access impacts to adjacent businesses and residences.
  - Design includes a mountable center apron to accommodate trucks, emergency vehicles, and parade traffic.
- Public engagement:
  - Staff recommended a neighborhood public meeting near the project area.
  - Council emphasized the importance of addressing parking impacts and clearly explaining access changes and detours.
  - Staff noted the design is advanced but still flexible enough to incorporate feedback.

## Council Direction and Next Steps

- Proceed with public outreach on both projects, including the Elm Street speed/school zone proposal.
- Launch the Elm Street Story Map and mailers promptly.
- Schedule a public meeting for the South Boulevard & Birch roundabout.
- Continue coordination with schools, nearby businesses, and property owners to address access, parking, and safety concerns before finalizing designs.

## Municipal Services, City Attorney, Mayor's Office, Community Development Services – Discussion: Impact Fee Study Update (Director Alexander, TJ Nottestad, Director Sanner)

- For reviewing proposed impact fee updates, discussing policy direction, and identifying remaining information needed before the Impact Fee Advisory Committee (IFAC) makes a recommendation. The discussion emphasized clarity, defensibility, and ensuring growth pays for growth.
- Timeline and process:
  - Public hearings held November 5 (Planning Commission) and December 11 (City Council).
  - IFAC meeting delayed from January 5 to January 13 due to lack of quorum.
  - Next IFAC meeting scheduled for February 10, with the expectation that a recommendation will come back from that meeting.
  - Potential Planning Commission hearing in early March if capital plan changes are significant, followed by a City Council public hearing in April and possible adoption by late May.
- Development activity and trends:
  - Staff reported approximately 800+ single-family permits issued in the most recent annual data set, prompting discussion about whether multifamily growth may be slowing or plateauing.
  - The data referenced is a permit count, not valuation or square footage, and aligns with a longer-term trend suggesting growth may level off over a five-year horizon.
  - If multifamily growth has in fact slowed, members noted this would be a significant policy consideration and warrants close review.
- Quarterly reporting and transparency:
  - Impact fees are reported quarterly, with improved data quality since implementation of the new permitting system in April 2024.
  - Reports now include permit activity, unpaid or “in-process” development, cash balances, and a list of projects funded by impact fees.
  - Council expressed concern that the term “unpaid permits” could be misleading and supported renaming it to better reflect development in progress.
- Square footage vs. per-door methodology:

- Extensive discussion focused on whether residential impact fees should be assessed by square footage or per dwelling unit (“per door”).
- Square-footage-based fees were criticized for introducing complexity, assumptions about household size, definitional disputes (finished vs. unfinished space), and increased administrative burden for staff and builders.
- Data showing roughly 86% of basements are eventually finished undermined the assumption that excluding unfinished space meaningfully improves affordability.
- Several participants stated their thinking had shifted back toward a per-door approach due to its simplicity, clarity, and defensibility.
- Equity, assumptions, and unintended consequences:
  - Participants acknowledged that both methods involve assumptions, but per-door fees avoid speculative projections about future household size or use of space.
  - Concerns were raised that overly complex fee structures can discourage smaller footprints, walkable neighborhoods, and mixed-use development, reinforcing sprawl and single-use zoning patterns.
  - The group emphasized that impact fee policy decisions can have long-term land-use and affordability consequences beyond their immediate fiscal effects.
- Developer vs. homeowner understanding:
  - Consensus emerged that builders and developers—not homebuyers—are the primary audience for understanding impact fee calculations.
  - While builders can learn either system, repeated application of square-footage rules and evolving definitions increases friction compared to a straightforward per-door model.
- One-time fee principle:
  - Broad agreement that impact fees should be one-time charges per dwelling, not triggered again by later events such as finishing basements.
  - Accessory Dwelling Units (ADUs) were generally viewed as separate structures that could appropriately trigger additional fees, subject to Council policy decisions.
- Percent-of-cost policy (75% vs. 100%):
  - Council questioned why some categories collect only 75% of maximum supportable fees while others collect 100%, noting the original intent was phased implementation.
  - Interest was expressed in evaluating:
    - Incremental increases over time (e.g., 5% per update cycle)
    - A uniform percentage across all categories
    - Modeling based on total dollar needs rather than fixed percentages
  - Concerns were raised that current policy results in growth being partially subsidized by the general fund.
- Public safety and transportation funding:
  - Some members questioned why transportation is funded at 100% while police and fire remain at 75%, given public safety priorities.
  - Staff explained that impact fee limitations, capital vs. labor costs, and asset lifespan requirements constrain how police and fire can use impact fee revenues, whereas roads have large, eligible capital needs.
- Data requests and next steps:

IFAC and Council requested additional information before final recommendations, including:

  - Historical comparisons of projected vs. actual impact fee collections
  - Modeling showing what prior-year permit activity would have generated under different fee structures

- Clear identification of target funding levels tied to level-of-service impacts
- Confirmation of development trends, particularly single-family vs. multifamily activity
- Council emphasized the importance of receiving a clear recommendation from IFAC at its next meeting, supported by the requested data. There was visible momentum toward a per-door impact fee approach, reaffirmation of the one-time fee principle, and continued interest in refining percentage policies to better align with the City's long-term infrastructure and service needs.

## Municipal Services, Public Works – Discussion: Auction of City Property (Director Alexander, Director Fredericksen)

Background: The City owns a gravel lot at 610 Water Avenue, purchased in 1974 for \$7,000 along with the former Serenity Hall property. The lot was intended to serve as an overflow parking area for Serenity Hall, which previously hosted community and support programs.

- Current conditions and use:
  - The parcel remains a gravel parking lot and is informally used for parking, with signage still indicating Serenity Hall parking.
  - The City performs minimal maintenance, costing less than \$2,000 annually.
  - There is water service available, but no direct sewer connection; sewer exists in nearby streets and would require connection at the buyer's expense.
  - The lot does not have alley access.
- Planning context:
  - The City previously considered acquiring nearby parcels to realign Birch Street with Fifth Street, but that concept was abandoned after the roundabout project moved forward.
  - With no future City use identified and increasing infill development in the area, staff determined the parcel is no longer needed for municipal purposes.
- Zoning and buildability:
  - Community Development review confirmed the lot is a legal, separate parcel and likely buildable.
  - It exceeds the minimum 3,000 sq. ft. lot size in the Traditional Neighborhood zone.
  - Staff concluded the highest and best use is private development rather than continued use as a parking lot.
- Appraisal and value:
  - A November appraisal by Brett Burton valued the property's highest and best use between \$53,500 and \$70,000, based on comparable sales.
  - Due to site limitations (notably sewer access and lack of alley), staff believe a value near the lower end of the range is more realistic.
- Proposed action:
  - Staff are requesting Council authorization to proceed with a public hearing to declare the property surplus and make it available for sale.
  - Following the hearing, the City would conduct a public auction, as required by law.
  - A recommended minimum bid of approximately \$53,000 is proposed.
- Additional considerations:
  - Historical aerial photos show a residence existed on the lot prior to City acquisition, supporting its buildable status.
  - Sale and redevelopment would return the property to the tax rolls, creating a long-term tax benefit for the City.
- Council response:
  - Council expressed general support for moving forward with a public hearing and auction process.

- No major objections were raised, and staff were encouraged to proceed with required notifications and scheduling.

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

1. Liaison System, Work Sessions, and Decision-Making Processes:

- Council discussed the limitations and risks of the liaison system, particularly the potential for “groupthink” if decisions are effectively advanced by too few people without full Council input.
- Members emphasized the importance of public transparency and ensuring that legal requirements are met, while still allowing effective interdepartmental coordination and communication.
- Past practices, such as the committee system, required multiple votes to get items on the agenda, providing some checks on control. The liaison system centralizes agenda control with fewer members, prompting discussion on how to maintain balance.
- Work sessions are seen as essential for meaningful discussion before Thursday night votes, especially for complex items like zoning, budget items, impact fees, or PUDs (Planned Unit Developments). Council agreed to identify topics that require pre-meeting discussion to avoid last-minute surprises.
- Members explored ways to receive input from the public legally, including attending public events, farmer’s markets, or setting agenda items for work sessions, while avoiding serial meetings or violating open meetings laws.

2. Department Updates and Operational Issues:

- Police Department:
  - Increased enforcement observed, including traffic stops, DUI patrols, and visibility downtown. Anecdotal reports indicate residents are responding to the increased enforcement.
  - Crime statistics show modest changes: violent crime down slightly, property crimes down, and clearance rates improving, partly due to increased online reporting.
- Parks and Recreation:
  - The sled hill is closed due to contractor exit, not snow conditions; equipment has been removed.
  - Draft time-allocation policy for facilities is under review, with input sought from the hockey community. Council will later decide whether to formalize it.
  - Discussion included Heritage Park planning and neighborhood responses.
- Alcohol Policy and Multi-Department Coordination:
  - Staff are reviewing alcohol regulations to address inconsistencies (e.g., public vs. private events).
  - Coordination involves Legal, Police, Fire, Community Development, and the City Clerk. Council members are asked to direct input to Legal.
  - The Chief of Staff will act as the central coordinator for interdepartmental issues to streamline operations and reduce reliance on individual Council members.

\*An aside from Mayor Burtenshaw: Role of the Chief of Staff (COS Wimborne)

- Positioned as the central interdepartmental coordinator in the Mayor’s Office whose responsibilities include:
  - Ensuring coordination among departments.
  - Organizing meetings, tracking topics, and maintaining a central calendar for interdepartmental discussions.
  - Acting as a liaison so council members do not need to meet individually with multiple departments to gather information.
  - Overseeing multi-departmental issues such as procurement, alcohol policy, and operational coordination.



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- Public Works Updates:
  - An unusual development agreement related to sewer and water extensions will appear on the agenda from Public Works, rather than CDS.
  - Retirement of Carl Utter scheduled for January 22 at the wastewater plant.
  - Multiple pathway and trail projects in progress (Tautphaus Park, Idaho Canal Trail, Sand Creek Pathway), some tied to long-term planning.
  - Traffic considerations include potential signalization for roundabouts, with single-lane roundabouts preferred for public comprehension.
- ERP System Rollout:
  - The June ERP launch is a top City priority.
  - Smooth implementation is critical for payroll, asset management, auditing, and overall City operations. Council and staff are cautioned not to add conflicting priorities that could disrupt rollout.
- Utility Board Schedule Change:
  - The meeting time has changed to 8:00–11:00 a.m., once monthly, on the Wednesday of the first Council week.

## Mayor and Council: Acceptance or Receipt of Minutes

**Motion:** Receive recommendation(s) from the January 6, 2026, meeting of the Planning and Zoning Commission pursuant to the Local Land Use Planning Act.

- Moved by: Councilor Francis
- Second: Councilor Radford
- Vote: Aye: Francis, Dingman, Freeman, Larsen, Radford. Nay: none.
- Motion carries.

## Executive Session: *The Council will not reconvene after the executive session.*

**Motion:** Called pursuant to Idaho Code 74-206(1)(f), to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. The mere presence of legal counsel at an executive session does not satisfy this requirement.

- Moved by: Councilor Francis
- Second: Councilor Dingman
- Vote: Aye: Francis, Dingman, Freeman, Larsen, Radford. Nay: none.
- Motion carries.

### Litigation Topic 1

There were present: Mayor Burtenshaw, Council President Francis, Councilor Dingman, Councilor Freeman, Councilor Larsen, Councilor Radford, Zachary Jones, Chris Frederickson and Margaret Wimborne.

Start: 5:54 PM

End: 6:09 PM



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Litigation Topic 2

There were present: Mayor Burtenshaw, Council President Francis, Councilor Dingman, Councilor Freeman, Councilor Larsen, Councilor Radford, Zachary Jones and Margaret Wimborne.

Start: 6:09 PM

End: 6:17 PM

There being no further business, the regular meeting adjourned at 5:48 PM

/s/ Emily Geisler  
Emily Geisler, City Clerk

/s/ Lisa Burtenshaw  
Lisa Burtenshaw, Mayor

# CITY OF IDAHO FALLS Elm Street Reconstruction Project Update 01/20/26

Chris Fredericksen, P.E., Public Works Director

Jon Knowles, P.E., City Engineer

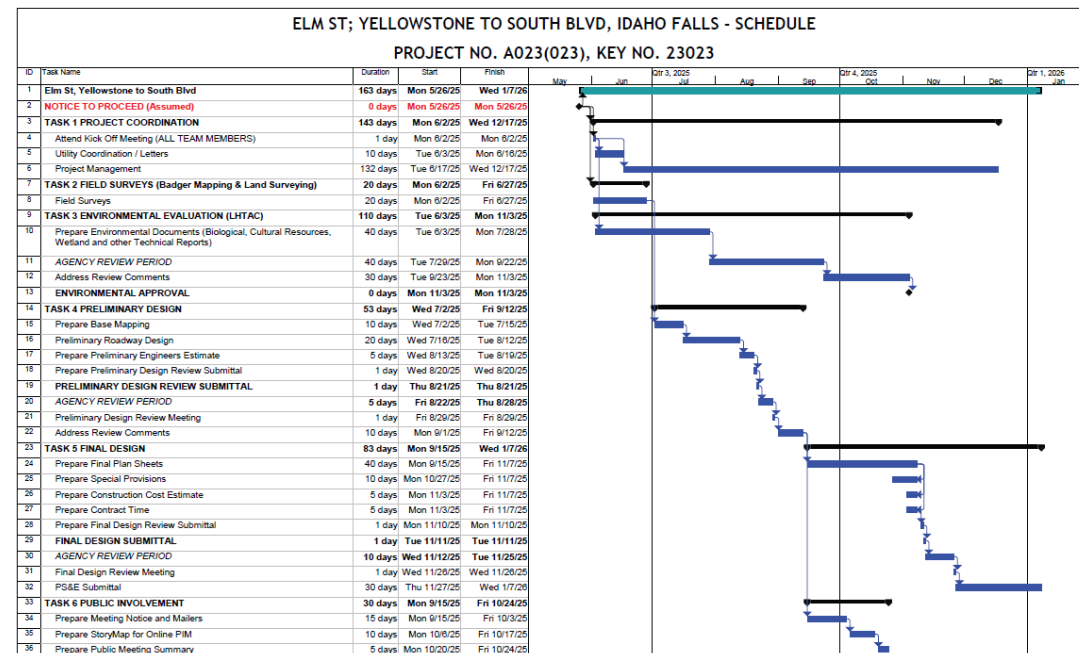
Chris Canfield, P.E., Assistant Public Works Director





# Project Schedule

- State Local Agreement with ITD completed in April 2024
- Design Agreement completed in June 2025
- Projected Design Completion Summer 2026
- Construction – Summer 2027



# Elm Street Project Update



- Design Elements
  - Public Involvement Outreach Effort
    - Public Involvement Plan for this Project
      - POP Level 2
    - Projected mailer/website outreach
      - <https://storymaps.arcgis.com/stories/20bb5b5deb504a0b9798feba021b3878>
  - Held Stakeholder Meetings with the School (Construction Coordination) and the Museum of Idaho (Sign Sight distance)
  - Speed Limit Evaluation (Request for a School Zone)

# Elm Street Speed Study

- Study conducted
  - Tuesday, December 9 - Tuesday, December 16, 2025
- 85th percentile speed was 30 mph
- Recommendations
  - Increase posted speed from 25 to 30 mph
  - Implement a reduced speed school zone (20 mph)

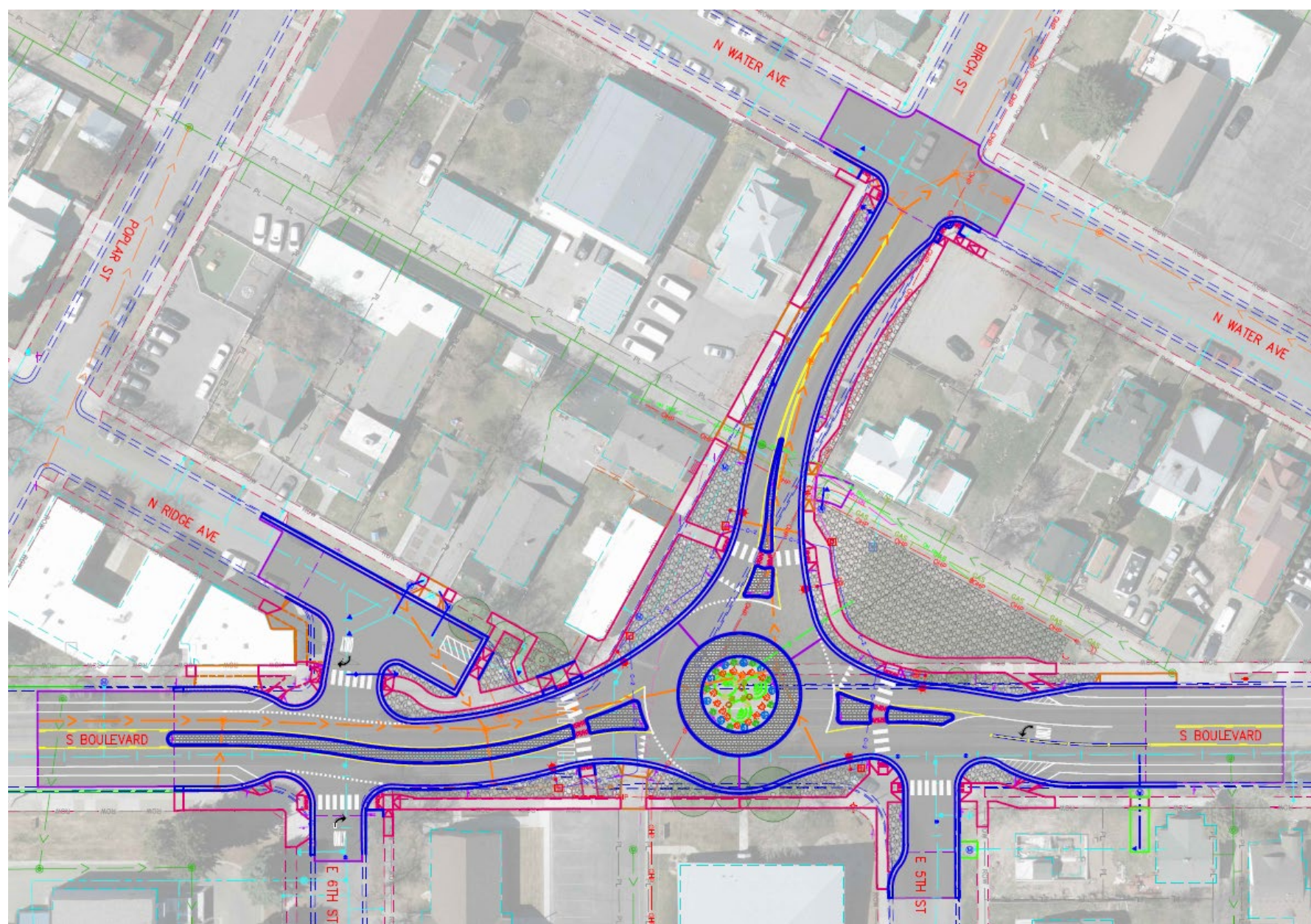


**Traffic Control  
for School Zones  
in the Bonneville  
Metropolitan  
Planning Area**

# Elm Street Project Update



- Upcoming Actions
  - Provide recommended Public Outreach
  - Continue with the Design Process
  - Coordinate with the Museum of Idaho to Address Sight Distance Concerns expressed/evaluated
  - Execute State Local Construction Agreement
  - Coordinate with Adjacent Property Owners during Construction



# Birch / S Blvd Roundabout

- New single lane roundabout
- Similar design as roundabout at Elm / S Blvd
- Reduces street parking on Birch
- Outreach to include a public meeting

# Development Impact Fee Capital Improvement Plan, Impact Fee Study Update, and Amendments to City Code Update

Tuesday, January 21, 2026

# Impact Fee Study Update Timeline

- December 11, 2025 - Public Hearing
- January 5, 2026 - Impact Fee Advisory Committee Meeting (no quorum)
- January 13, 2026 - Impact Fee Advisory Committee Meeting
- February 10, 2026 - Impact Fee Advisory Committee Meeting (scheduled)
- February 23, 2026 - Council Work Session (committee recommendations)
- March 3, 2026 - Planning Commission (if significant changes to capital plans)
- April 2, 2026 - Public Hearing
- By the end of May (adoption)

# Impact Fee Study Update Comparison Table By Land Use

## Impact Fee Comparison Table By Land Use

| Residential   |   |                                     |   |                                  |   |                |  |                                     |  |  |  |
|---------------|---|-------------------------------------|---|----------------------------------|---|----------------|--|-------------------------------------|--|--|--|
| Category      | Impact Fee: 75% Fire, Police, Parks; 100% Transportation<br>(Current) |                                     | Difference between Impact Fee (Current and 100% all fees) | Maximum Supportable (2025 Study) | Difference between Impact Fee 100% all fees (2025 & 2021) | Square Footage | Per Housing Unit By Square Footage Maximum Supportable (100% all Fees) |                                     | Difference between Impact Fee (current 75% and square footage) | Difference between Impact Fee (2021 100% and square footage) | Difference between Impact Fee (2025 100% and square footage) |
|               | Maximum Supportable (100% all fees)                                   | Maximum Supportable (100% all fees) |   |                                  |   |                | Maximum Supportable (100% all Fees)                                    | Maximum Supportable (100% all Fees) |  |  |  |
| Single-Family | \$ 5,273.50   | \$ 6,027.00                         | \$ (753.50)   | \$ 5,822.00                      |   |                | -  |                                     | \$ 6,027.00  | \$ 5,822.00  |  |
| Multi-Family  | 2,943.25  | 3,479.00                            | (535.75)  | 3,219.00                         |   |                | -  |                                     | 3,479.00   | 3,219.00   |  |
|               | \$ 2,943.25   | \$ 3,479.00                         | \$ (535.75)   | \$ 3,219.00                      | (260.00)  | Under 1,000    | \$ 2,177.00  | \$ (766.25)                         | \$ (1,302.00)  | \$ (1,042.00)  |  |
|               | 5,273.50  | 6,027.00                            | (753.50)  | 5,822.00                         | (205.00)  | 1,000 to 1,499 | 3,209.00   | (2,064.50)                          | (2,818.00)   | (2,613.00)   |  |
|               | 5,273.50  | 6,027.00                            | (753.50)  | 5,822.00                         | (205.00)  | 1,500 to 1,999 | 4,278.00   | (995.50)                            | (1,749.00)   | (1,544.00)   |  |
|               | 5,273.50  | 6,027.00                            | (753.50)  | 5,822.00                         | (205.00)  | 2,000 to 2,499 | 5,064.00   | (209.50)                            | (963.00)   | (758.00)   |  |
|               | 5,273.50  | 6,027.00                            | (753.50)  | 5,822.00                         | (205.00)  | 2,500 to 2,999 | 5,699.00   | 425.50                              | (328.00)   | (123.00)   |  |
|               | 5,273.50  | 6,027.00                            | (753.50)  | 5,822.00                         | (205.00)  | 3,000 to 3,499 | 6,230.00   | 956.50                              | 203.00   | 408.00   |  |
|               | 5,273.50  | 6,027.00                            | (753.50)  | 5,822.00                         | (205.00)  | 3,500 to 3,999 | 6,676.00   | 1,402.50                            | 649.00   | 854.00   |  |
|               | 5,273.50  | 6,027.00                            | (753.50)  | 5,822.00                         | (205.00)  | 4,000 to 4,499 | 7,073.00   | 1,799.50                            | 1,046.00   | 1,251.00   |  |
|               | 5,273.50  | 6,027.00                            | (753.50)  | 5,822.00                         | (205.00)  | 4,500 to 4,999 | 7,425.00   | 2,151.50                            | 1,398.00   | 1,603.00   |  |
|               | 5,273.50  | 6,027.00                            | (753.50)  | 5,822.00                         | (205.00)  | 5,000 or more  | 7,731.00   | 2,457.50                            | 1,704.00   | 1,909.00   |  |

| Non-Residential |                                       |                               |  |
|-----------------|---------------------------------------|-------------------------------|--|
| Category        | Impact Fee (Current)                  |                               | Per 1,000 Square Footage (100% All Fees) |
|                 | 75% Fire, Police; 100% Transportation | Maximum Supportable (Current) |  |
| Retail          | \$ 5,548.00                           | \$ 6,119.00                   | \$ 4,930.00                              |
| Office          | 1,961.25                              | 2,135.00                      | 2,445.00                                 |
| Industrial      | 997.00                                | 1,085.00                      | 1,106.00                                 |
| Institutional   | 3,347.50                              | 3,935.00                      | 4,316.00                                 |

Source Documentation: Page 13, Capital Improvement Plans and Development Impact Fee Study 10-7-25 and Current Impact Fee Schedule.



# Impact Fee Reporting

- Impact Fee Reporting Dates
  - March 20, 2025
  - July 31, 2025
  - October 23, 2025
  - January 22, 2026
- Quarterly Summary Report
- 2025 Calendar Summary Report
- Approved Impact Fee projects
- Cash Balances

# Impact Fee Reporting

## Impact Fee Activity (October 1, 2025 - December 31, 2025)

| Impact Fees Paid by Category (Permits Issued) |                      |                      |                 |                  |          |                      |                  |
|---|----------------------|----------------------|-----------------|------------------|----------|----------------------|------------------|
|   | Multi-Family         | Single-Family        | Industrial      | Institutional    | Office   | Retail               | Percent Received |
| Police  | \$ 37,212.00         | \$ 32,691.00         | 1,181.25        | 5,107.50         | -        | 2,733.00             | 11%              |
| Fire  | 35,112.00            | 26,469.00            | 138.75          | 12,517.50        | -        | 693.00               | 10%              |
| Parks and Recreation                          | 107,688.00           | 94,554.00            | -               | -                | -        | -                    | 27%              |
| Transportation                                | 149,632.00           | 204,884.01           | 3,665.00        | 15,850.00        | -        | 7,670.00             | 52%              |
|   | <b>\$ 329,644.00</b> | <b>\$ 358,598.01</b> | <b>4,985.00</b> | <b>33,475.00</b> | <b>-</b> | <b>11,096.00</b>     | <b>100%</b>      |
| Percentage by Category                        | 45%                  | 49%                  | 0.7%            | 5%               | 0%       | 2%                   | 100%             |
| <b>Total Impact Fees Received</b>             |                      |                      |                 |                  |          | <b>\$ 737,798.01</b> | <b>22%</b>       |

| Impact Fees Unpaid By Category (Permits Not Issued) |                     |                      |                   |                  |                 |                        |                |
|---|---------------------|----------------------|-------------------|------------------|-----------------|------------------------|----------------|
|   | Multi-Family        | Single-Family        | Industrial        | Institutional    | Office          | Retail                 | Percent Unpaid |
| Police  | \$ 179,415.00       | \$ 60,093.75         | 25,987.50         | 1,623.16         | 1,390.50        | 36,432.10              | 12%            |
| Fire  | 169,290.00          | 48,656.25            | 3,052.50          | 3,978.06         | 173.25          | 62,265.31              | 11%            |
| Parks and Recreation                                | 519,210.00          | 173,812.50           | -                 | -                | -               | -                      | 27%            |
| Transportation                                      | 721,440.00          | 376,625.00           | 80,630.00         | 5,037.13         | 4,320.00        | 109,408.31             | 50%            |
|   | <b>1,589,355.00</b> | <b>\$ 659,187.50</b> | <b>109,670.00</b> | <b>10,638.35</b> | <b>5,883.75</b> | <b>208,105.72</b>      | <b>100%</b>    |
| Percentage by Category                              | 61.5%               | 26%                  | 4.2%              | 0%               | 0%              | 8%                     | 100%           |
| <b>Total Impact Fees Outstanding</b>                |                     |                      |                   |                  |                 | <b>\$ 2,582,840.32</b> | <b>78%</b>     |

Total Impact Fee Activity (October 1, 2025 - December 31, 2025) \$ 3,320,638.33  
 Cash Balances as of September 30, 2025 \$ 11,159,786.31

|                 |               |                 |                       |
|-----------------|---------------|-----------------|-----------------------|
| <b>Police</b>   | <b>Fire</b>   | <b>Parks</b>    | <b>Transportation</b> |
| \$ 1,058,633.66 | \$ 399,100.33 | \$ 3,124,525.21 | \$ 6,577,527.11       |



# Impact Fee Reporting

## Approved Impact Fee Funded Projects To Date June 1, 2022 - September 30, 2025

|                                       |  |                        |
|---------------------------------------|--|------------------------|
| Police                                | Police Facility (portion repayment of COP); Impact Fee Study Update (portion); Legal professional services   | \$ 1,434,788.35        |
| Fire                                  | New Fire Station 6 (portion); Impact Fee Study Update (portion); Legal professional services   | 1,006,974.36           |
| Parks                                 | Pedestrian Safety Connection Pathway; Heritage Park; Impact Fee Study Update (portion); Caribou Dog Park (portion); Legal professional services  | 259,081.57             |
| Transportation                        | 49th Street Intersection Expansion; Pancheri Drive & Utah Right Turn Lane; 49th South, Providence Point to Stanfield Lane Expansion; 49th South Expansion; Eagle Ridge Development Reimbursement/Agreement; Taylorview Homes Development Reimbursement/Agreement | 959,226.05             |
| <b>Total as of September 30, 2025</b> |  | <b>\$ 3,660,070.33</b> |



Questions

Council Direction to Staff

# City of Idaho Falls

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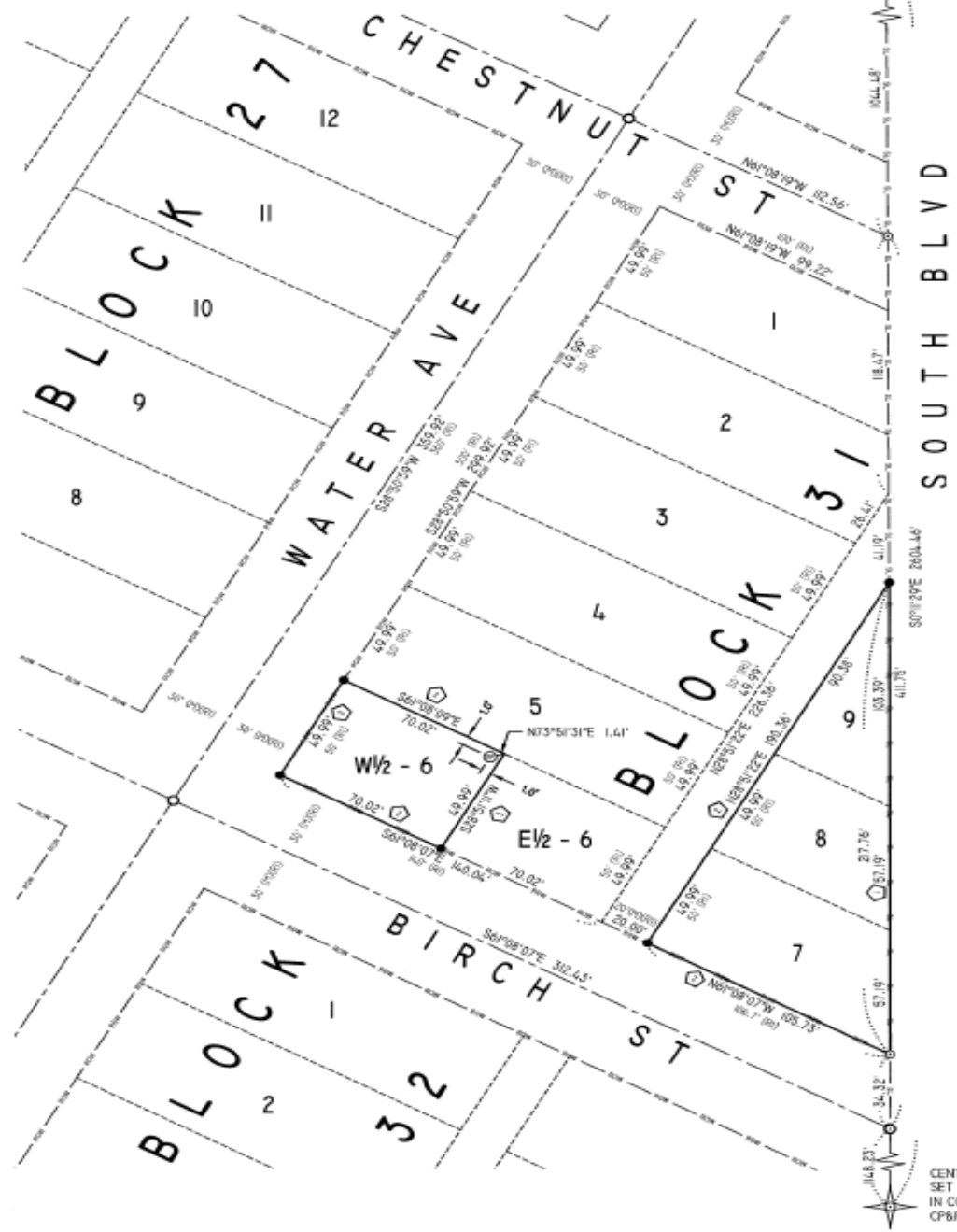
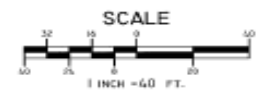
City Property Discussion  
Tuesday, January 20, 2026





## Property Description

- 610 Water Avenue.
- Purchased in 1974 for \$7,000.
- Gravel Lot.
- Parking lot for Serenity Hall (600 S. Boulevard) patron use.
- Survey conducted March 2024.
- Received an inquiry call from resident October 9, 2025 (sale or lease options)
- Consulted with Public Works and Community Development Services.
- Residential appraisal in November 2025.



SOUTH BLVD

SOUTH BLVD 260.44'

SOUTH BLVD 260.44'

SOUTH BLVD 260.44'

SOUTH BLVD 260.44'

SOUTH BLVD 260.44'

CENTER 1/4 CORNER SECTION 19  
SET 1 INCH COPPER PLUG WITH A MAGNET  
IN CONCRETE WALK STAMPED: PLS 9755, C 19  
CP&F INSTRUMENT NUMBER 1764256, DATED: 3/19/2024

### SURVEY NARRATIVE

THE PURPOSE OF THIS SURVEY IS TO RETRACE THE BOUNDARY LINES OF TWO CITY OF IDAHO FALLS PARCELS. THE EASTERLY PARCEL (LOTS 7, 8, 9, BLOCK 31, ORIGINAL TOWNSHIP OF EAGLE ROCK), WAS CONVEYED BY WARRANTY DEED INSTRUMENT NUMBER 32180, AND FILED IN BOOK 14.7 OF DEEDS PG 569. THE WESTERLY PARCEL (WEST 1/2 OF LOT 6, BLOCK 31 ORIGINAL TOWNSHIP OF EAGLE ROCK), WAS CONVEYED BY WARRANTY DEED INSTRUMENT NUMBER 466131 AND MATCHES WITH THE ADJOINER'S TITLE DESCRIPTION, (EAST 1/2 OF LOT 6).

ESTABLISHED BY HOLDING THE MONUMENTED EAST LINE OF SECTION 19, ALSO BEING THE EASTERLY EDGE OF BLOCK 31 ORIGINAL TOWNSHIP OF EAGLE ROCK.

ESTABLISHED BY RETRACING THE ORIGINAL SUBDIVISION LINES OF BLOCK 31, AND BY THE PRINCIPALS OF SPILTANEOUS CONVEYANCE, EACH LOT BEING THE PROPORTIONAL REMAINDER OF THE BLOCK LESS THE FULL MEASURE OF THE STREETS AND ALLEY.

ESTABLISHED BY HOLDING THE MIDPOINT BETWEEN THE NORTH AND SOUTH LINES OF LOT 6, BLOCK 31 TO CREATE AN EAST AND WEST HALF, AS DEFINED IN WARRANTY DEED, INSTRUMENT NUMBER 466131.

### RECORD DATA SOURCES

(M) = FIELD MEASURED DATA, THAT IS DERIVED FROM RECORD DATA (R) BELOW  
(R) = ORIGINAL TOWNSHIP OF EAGLE ROCK OLD PLAT BOOK PAGE 31 -32

### LEGEND

- ⊙ SET 5/8 INCH IRON ROD WITH ALUMINUM CAP AS A REFERENCE POINT (RP) TO THE ACTUAL BOUNDARY CORNER, MARKED "RP" PLS 9755"
- ⊙ SET 1 INCH COPPER-HEAD MONUMENT WITH MAGNET MARKED PLS 9755
- SET 1/2 INCH IRON ROD WITH PLASTIC CAP MARKED PLS 9755
- FOUND 5/8 INCH IRON ROD WITH ALUMINUM CAP CAP MARKED PLS 9755 FOR STREET CENTERLINE MONUMENT
- RE-ESTABLISHED BOUNDARY LINE / LOT LINE (THE SUBJECT OF THIS SURVEY)
- PLS SECTION LINE
- STREET RIGHT-OF-WAY LINE
- STREET CENTER-LINE
- SUBDIVISIONAL LOT LINE OF THE ORIGINAL TOWNSHIP OF EAGLE ROCK
- TIE LINE OR DIMENSIONAL LEADER
- CP&F CORNER PERPETUATION AND FILING RECORD
- R-O-W RIGHT-OF-WAY
- ⊕ FOUND PLS 1/4 CORNER COMMON TO SECTIONS SHOWN
- ⊕ RESET PLS CENTER 1/4 CORNER OF SECTION 19

### BASIS OF BEARING

ALL MEASURED BEARINGS SHOWN HEREON RELATE DIRECTLY TO THE "CITY OF IDAHO FALLS COORDINATE SYSTEM OF 2004", WHICH IS DERIVED FROM THE IDAHO STATE PLANE COORDINATE SYSTEM (EAST ZONE 100) US SURVEY FEET AND USING A COMBINED SCALE FACTOR OF 1.000277265 FOR A GRID TO GROUND CONVERSION, [REFERENCE FRAME NAD\_83(2011), EPOCH 2010.0000]. THE SYSTEM ORIENTATION IS BASED ON GRID NORTH ALONG THE EAST ZONE CENTRAL MERIDIAN. NO CONVERGENCE ANGLE HAS BEEN APPLIED.

### SURVEYOR'S CERTIFICATE

I, KENNETH BALDWIN ROBERTS, A REGISTERED PROFESSIONAL LAND SURVEYOR, LICENSED BY THE STATE OF IDAHO, DO HEREBY CERTIFY THAT THIS SURVEY WAS MADE UNDER MY DIRECTION, AND THAT SAID SURVEY IS TRULY AND CORRECTLY SURVEYED AND STAKED AS PROVIDED BY LAW AND IN ACCORDANCE WITH THE ACCOMPANYING PLAT AS DESCRIBED HEREON. KENNETH BALDWIN ROBERTS, P.L.S. 9755



|  |   |                     |
|--|---|---------------------|
|  | RECORD OF SURVEY<br>FOR THE CITY OF IDAHO FALLS<br>NW 1/4 SECTION 19, T. 2 N., R. 38 E., B.M. |                     |
|  | SCALE: 1" = 40'<br>PLOT DATE: 03-20-2024  | SHEET NO.<br>1 of 1 |









## Staff Recommendation

- Comparable properties
- \$53,500-\$70,000
- Highest and best use for existing conditions
- Next Steps

Questions

Council Direction to Staff