



MINUTES

RIGBY CITY COUNCIL

THURSDAY MARCH 19TH, 2026

7:00 PM

Mayor Nichole Weight called the meeting to order.
The Pledge of Allegiance was given by Councilman Espinosa.
The prayer by Councilman Stone.

ROLL CALL ATTENDANCE:

Councilwoman Melanie Allen	Present
Councilman Kevin Bradshaw	Present
Councilman Alex Espinosa	Present
Councilman Timothy Howe	Absent
Councilman Reed Stone	Present
Councilwoman Tonya Hillman	Absent

ALSO PRESENT-

City Attorney, Sam Angell
Public Works Director, Mitch Bradley
Police Chief, Allen Fullmer

PUBLIC COMMENT –

ACTION ITEM - CONSENT AGENDA

The following business items may be approved by one motion and a vote. If any one member of the Council so desires, any matter listed can be moved to a separate agenda item.

- A. Council Minutes – March 5th, 2026
- B. Accounts Payable- February 2026
- C. 1st Quarter Financial Reports

Councilman Espinosa made the motion to Approve the Consent Agenda,
seconded by Councilman Stone.
Motion carried unanimously.

ACTION ITEM: Consider Approval to Reserve the Pickleball Courts and Waive the Event Fee for the “Stampede Days Pickleball Tourney.”

Council heard a request from Bob regarding scheduling the Stampede Days Pickleball Tournament. Bob explained that he hoped to hold the tournament on the same weekend as Stampede Days to increase participation. Mr. Bradley, speaking on behalf of the Rodeo Board, expressed concern that the parking lot is already at capacity during Stampede Days events and that adding tournament traffic would interfere with their operations.

After discussion, Bob stated he was willing to adjust the dates rather than return to a future meeting. He proposed moving the tournament to June 11–13, the weekend prior to Stampede Days.

Councilman Espinosa made the motion to Waive the Event Fee for the Stampede’s Day Pickleball Tournament for the weekend prior, June 11-13, seconded by Councilwoman Allen.

ACTION ITEM: Airport Board Appointments and Oath of Office

Tabled – Airport Board Member was not available

ACTION ITEM: Water System Improvements – Funding Pathway Discussion

Rick Miller provided an overview of available funding opportunities for future water meter and utility system projects. He explained that his firm has prepared a development contract to pursue funding through multiple agencies, including USDA Rural Development, DEQ, CDBG, and CPF. He noted that previous CDBG applications were denied due to the City not yet having water and sewer metering systems, but current timing is favorable for submitting new applications. Mr. Miller stated that USDA funding is available year-round, though recent reductions have decreased the grant portion, while DEQ currently has increased water and sewer funding. The proposed contract would allow coordinated applications to all four agencies.

Council then reviewed the professional services contract included in the agenda packet. It was noted that only one of the two anticipated contract documents had been provided to the City prior to the meeting, so only the professional services contract was available for consideration. A council member asked for clarification regarding the “acquisition and relocation” line item showing a cost of zero; Mr. Miller confirmed this was because the City already owns the property and no acquisition is required.

Councilwoman Allen made the motion to Approve the Professional Services Contract with Altura Consulting, seconded by Councilman Espinosa.

roll call vote:

Councilman Stone -	Yes
Councilman Bradshaw -	Yes
Councilwoman Allen-	Yes
Councilman Espinosa -	Yes

ACTION ITEM: PUBLIC HEARING: Ordinance #2026-660 - County-Administered Building & Inspection Services

Presented:

Ione Hansen presented Ordinance No. 2026-660, an ordinance authorizing Jefferson County to administer building, mechanical (HVAC), plumbing, and electrical permitting and inspection services within the City of Rigby. Hansen noted that the ordinance document was provided directly by Jefferson County.

Public Comment: None.

Council Discussion / Decision:

Councilman Espinosa noted the number of spelling errors in the ordinance and requested that they be corrected before final adoption. Councilman Stone commented that the ordinance was lengthy and stated that reading it in full would be time-consuming. Council members discussed allowing additional time for public review and agreed there was no urgency requiring immediate passage.

Councilman Stone made the motion to Read Ordinance #2026-660 in Title and Summary Only and to Not Waive the Future Readings, seconded by Councilman Espinosa.

ACTION ITEM: Consider Approval of the Annual Fee Resolution

Tabled to a Future Meeting

ACTION ITEM: 2026 Community Health Academy Participation

Councilman Stone reported that a community member, who previously approached the Council regarding improvements to the skate park near the fairgrounds, had reached out again to ask whether the City had made any progress on potential grant opportunities. Stone explained that the individual is active in the skateboarding community and is particularly interested in the Blue Cross of Idaho “Healthy Communities” grant, which could support skate park development or upgrades. Stone noted that the County’s fairgrounds expansion remains on hold until completion of the

four-plex project behind the high school, and no new movement has been reported on Phase II, which includes the South Park area.

Council discussed available grant opportunities, including approximately \$20,000 referenced by Councilman Stone and an additional \$25,000 skate-park-specific grant identified through AIC. Council members noted that combining these funds could support initial development but emphasized the need for a clear project plan before pursuing grant applications. The Clerk stated that the resident advocating for the skate park had emailed additional information, which was included in the Council’s materials for review. Council expressed interest in continuing to monitor opportunities and maintaining communication with the resident to ensure the project remains active.

Tabled, No Action Taken.

ACKNOWLEDGEMENT ITEM – Proclamation of “Week of the Young Child”

The Mayor presented the Proclamation declaring April 11–17, 2026 as “Week of the Young Child” in Rigby. The Mayor read the proclamation into the record, recognizing the Idaho Association for the Education of Young Children and other organizations promoting high-quality early childhood experiences. The Mayor stated she would sign and date the proclamation and noted that the library plans to hold events during the week, with possible participation from the museum.

Action Item- Adjournment

Councilman Stone made the motion to Adjourn, seconded by Councilwoman Allen .

Motion carried unanimously.

APPROVED _____
Nichole Weight, Mayor

Attest _____
Kiesha Keller, City Clerk