



BANNOCK COUNTY COMMISSIONERS' – MEETING

Commissioners' Agenda

The Board of County Commissioners (BOCC) is comprised of the three elected County Commissioners: Ernie Moser (District 1), Jeff Hough (District 2, Chair), and Ken Bullock (District 3). The BOCC generally meets twice weekly: Tuesdays & Thursdays at 9:00 a.m. Unless otherwise noted, meetings are generally held in the Commissioner's Chambers at 624 E Center, Room 212, Pocatello, Idaho. During these public meetings, the BOCC may approve contracts, expend funds, hear testimony, make decisions on land use cases, and take care of other County matters.

Times are subject to change within 15 minutes of the stated time.

Thursday, January 15, 2026

9:00 AM Work Session and Claims Meeting (action items)

Work Session Agenda:

- Maggie Mann, SIPH, providing a quarterly Southeast Idaho Public Health update
- Scott Crowther, Event Center/Wellness Complex, requesting approval of and signature on (1) a contract requesting a partial fee waiver and, (2) and a rental agreement (requested 5 minutes) (action items)
- Jason Dixon, Clerk, seeking to discuss monies for the lease of Kinport (action item)
- Board of Equalization for Sub-roll and Occupancy Assessed Values (action item)

Claims Agenda:

- Board of Ambulance District: Invoices and Commissioner Report
- Board of Commissioners: Invoices, Commissioners Reports, and Credit Applications
- Salary Rate Approval Forms/Notice of Separation with Potential Executive Session under Idaho Code §74-206(1)(a)&(b) regarding personnel with potential action following adjournment of Executive Session
- Payroll Report
- Alcohol Licenses and Permits
- Certificate of Residency Approval
- Mileage Reimbursement Requests
- Technology Request Form

- Memorandum Authorization for Accounts Payable
- Cardholder User Agreement and Authorization

2:30 PM Interviews as allowed in the Request for Qualifications for the Master Planning Design Services with possible Executive Session under Idaho Code §74-206 (1)(e) to consider preliminary negotiations involving matters of trade or commerce in which the governing body is in competition with governing bodies in other states or nations with potential action following adjournment of Executive Session (potential action item)

BANNOCK COUNTY COMMISSIONERS
 624 E. Center, Pocatello, ID 83201
 Phone: (208) 236-7210 • Fax: (208) 232-7363



ERNIE MOSER
 Commissioner
 1st District

JEFF HOUGH
 Commissioner
 2nd District

KEN BULLOCK
 Commissioner
 3rd District

Business Meeting Agenda Request Form

The Board of Bannock County Commissioners business meetings are generally held on **Tuesday at 9:15 a.m.** in the Commissioners' Chambers in the Bannock County Courthouse, Room 212; 624 E Center Pocatello, Idaho or as noticed **48 hours** prior to the meeting at <https://bannockcounty.us/commissioners/>. The Commissioners also hold meetings throughout the week as coordinated with the Commissioners' staff. Agenda times are subject to change within **15 minutes** of scheduled time. Any person(s) needing special accommodations to participate in public meetings should contact the Commissioners' Office at 208-236-7210, three to five working days before the meeting.

Requestor Name:

Maggie Mann

Department:

Southeast Idaho Public Health Department

Requestor Email:

mman@siph.id.gov

Item(s) to be considered:

Providing a quarterly SIPH update

Date of meeting being requested:

01/15/2026

Time requested:

10 Minutes

Does the request involve a contract, agreement, external funding, or award acceptance?

No

Contract/Agreement Begin Date:

Contract/Agreement End Date:

List of additional attendees:

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Requestor Name:

Teri Jones

Department:

Event Center

Requestor Email:

tjones@bannockcounty.us

Item(s) to be considered:

Contract Approval

Date of meeting being requested:

01/15/2026

Time requested:

5 Minutes

Does the request involve a contract, agreement, external funding, or award acceptance?

No

Contract/Agreement Begin Date:

Contract/Agreement End Date:

List of additional attendees:

Scott Crowther, Chaney Nielsen, Teri Jones, Logan Anderson, Carol Burnett, Lorie Murray

Bannock County Event Center Rental Agreement

This Rental Agreement is made by and between Bannock County, a political subdivision of the State of Idaho (hereinafter referred to as "BANNOCK COUNTY"), and Idaho State-Civic Symphony.

THE PARTIES AGREE TO THE FOLLOWING TERMS AND CONDITIONS:

1. NAME OF EVENT: Idaho State-Civic Symphony
2. TERM OF AGREEMENT: Idaho State-Civic Symphony will abide by all contractual agreements and requirements. Idaho State-Civic Symphony shall pay Bannock County a fee of \$0.00 for the use of the facility.
3. DATE(S) OF EVENT: Idaho State-Civic Symphony will set up on July 3rd, 2026, and tear down on July 7th, 2026. The actual event will be held on July 4th, 2026.
4. FACILITIES: Idaho State-Civic Symphony shall have access to and use of the following facility at the Event Center: The Portneuf Health Trust Amphitheatre. Nothing contained herein shall contemplate the use or control of areas and/or structures yet to be developed or erected.
5. PRODUCTION: Idaho State-Civic Symphony shall provide production staff and equipment, as well as pay all fees for production.
6. CATERING AND HOSPITALITY: Idaho State-Civic Symphony shall provide any catering and/or hospitality needed for orchestra musicians, as well as pay all fees for catering and hospitality.
7. SETUP OF SEATED PIT: Idaho State-Civic Symphony shall provide volunteers to help with the setup and teardown of the chairs, pick up trash, and clean the Amphitheatre.
8. SECURITY: Bannock County shall provide security staff. Idaho State-Civic Symphony shall provide volunteers for extra security if needed.
9. SPONSORSHIPS: Bannock County recognizes the right of the Idaho State-Civic Symphony to obtain and display Sponsorships for this Event. No discriminatory, vulgar, or offensive advertising of any kind shall be permitted on Bannock County property. Additionally, Bannock County has current, ongoing independent sponsorships displayed in certain areas of the Facilities to be used. Idaho State-Civic Symphony shall in no way obstruct or hinder from view any sponsorships Bannock County may currently have displayed at the time of the Event.

- a. Bannock County Sponsors shall have the first right of refusal for the suites
10. **CONCESSIONS**: Concessions located at the Bannock County Event Center will be operated and maintained by Bannock County staff: Bannock County Event Center will receive 100% of all Concession sales.
 11. **ALCOHOL**: Bannock County Event Center will receive 100% of all alcohol sales. Bannock County Event Center will operate beer/alcohol booth. Bannock County Event Center will purchase all alcohol for resale. Bannock County Event Center will maintain Bannock County's beer/alcohol booth at a high standard and will be responsible for all damage that occurs during use.
12. **MISCELLANEOUS TERMS AND CONDITIONS**:
 - a. Idaho State-Civic Symphony is responsible for and shall pay to repair all damage caused by its employees, volunteers, agents, participants, or invitees to any fixtures, equipment, facilities, and/or grounds as a result of use beyond normal wear and tear.
 - b. Use of the Facilities shall be in accordance with applicable state, local, and federal laws and regulations.
 - c. Approval must be obtained for the erection of buildings, tents, enclosures, structures, signs, outdoor; no nails, paint, or anything on walls; no tape on concrete floors.
 - d. All temporary structures, forms, booths, etc., shall be removed within 24 hours of the Event.
 - e. Additional security is the responsibility of Idaho State-Civic Symphony at its own expense, as deemed necessary for the protection of valuable displays and buildings during the event day and night.
 13. **INSURANCE**: Idaho State-Civic Symphony shall provide a Certificate of Insurance with general liability or special event liability coverage of at least \$1,000,000 per occurrence and \$2,000,000 in aggregate, naming Bannock County and its agents as additional insureds on the policy. The entity shall also provide proof of coverage with at least statutory minimums for workers' compensation, employer's liability, and auto on behalf of any of its employees, drivers, or vehicles who will be participating at the event or used at the location, which shall be delivered to the Bannock County Event Center Office ten (10) days prior to the Event.

14. HAZARDOUS ACTIVITY: Idaho State-Civic Symphony recognizes that this Event has activities that carry inherent risk or injury, property destruction, or death. As such, Idaho State-Civic Symphony shall obtain waivers and/or releases of liability from any participants in the activities. Said waivers shall contain, at a minimum, language contained in Paragraph 9(a). Said waivers are subject to the approval of Bannock County prior to use of the Facilities. Copies of signed waivers shall be provided to Bannock County upon request. This requirement does not, in any way, abrogate the requirement for indemnification contained herein, abrogate the invocation of sovereign immunity herein, eliminate the requirement by the County for proof of sufficient insurance, nor abrogate any defenses or immunities provided by law.
15. ENTRY BY BANNOCK COUNTY: Bannock County shall have the right to enter the Facilities at any time to examine the same and determine proper use and compliance with this Agreement.
16. ASSIGNMENT OR SUBLETTING PROHIBITED: Idaho State-Civic Symphony shall not assign this rental agreement nor sublet the whole or any part thereof without the written consent of Bannock County.
17. TERMINATION: This Agreement may be terminated at any time by either party if the other party materially breaches any of its representations, warranties, or obligations under this Agreement. In the event of such breach, and prior to terminating, the party alleging any breach must notify the other party, in writing, and state the nature of the breach, giving the breaching party an opportunity to cure. The time period for the opportunity to cure shall be reasonable, given the nature and timing of the alleged breach. Except as may be otherwise provided in this Agreement, such breach by either party will result in the other party being responsible to reimburse the non-defaulting party for all costs incurred directly as a result of the breach of this Agreement, and shall be subject to such damages as may be allowed by law, including all attorneys' fees and costs of enforcing this Agreement.
18. GOOD FAITH: Bannock County and Idaho State-Civic Symphony shall continue to engage in good-faith communication and negotiation during the term of this agreement to help keep costs low for use by Idaho State-Civic Symphony, while also contemplating the actual costs to Bannock County.
19. ENTIRE AGREEMENT: This is the entire agreement of the parties and can only be modified or amended in writing by the parties.
20. ATTORNEY FEES: If action is brought to enforce the terms or provisions of this lease or to enforce forfeiture for default or to collect damages for breach, the prevailing party in such

action shall be entitled to recover from the losing party reasonable attorney fees together with costs authorized by law.

21. NOTICES: Any notice required under this Agreement may be served upon Bannock County by hand delivery or USPS First-Class Mail, to Bannock County Event Center Office at 10588 Fairgrounds Road, Pocatello, ID 83201, and any notice may be served upon Idaho State-Civic Symphony by hand delivery or USPS First-Class Mail to Idaho State-Civic Symphony, Carol Burnett, 921 S. 8th Avenue, STOP 8099, Pocatello, ID 83209. Service of a notice by US Mail shall be deemed complete upon the date of the postmark by US Mail. Either party may change the address for the service of notice by written notice to the other party.

22. PORTABLE TOILETS: Idaho State-Civic Symphony will pay for the services of the portable toilets for this event.

DATED this 15th day of January 2026.

BANNOCK COUNTY

_____ Date _____
Scott Crowther, Event Director

BANNOCK COUNTY BOARD OF COMMISSIONERS

_____ Date 1/15/26
Jeff Hough, Chairman

_____ Date 1/15/26
Ernie Moser, Commissioner

_____ Date 1/15/26
Ken Bullock, Commissioner

_____ Date _____
Carol Burnett, President of the Board

_____ Date _____

Lorie Murray, President of the Board

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Requestor Name:

Teri Jones

Department:

Event Center

Requestor Email:

tjones@bannockcounty.us

Item(s) to be considered:

Requesting a fee reduction for the indoor arena.

Date of meeting being requested: Time requested:

01/15/2026 Does the request involve a contract, agreement, external funding, or award acceptance?
 5 Minutes

Contract/Agreement Begin Date:

Contract/Agreement End Date:

No

List of additional attendees:

Scott Crowther, Carolyn Anderson-Merritt



office Hours: Monday thru Friday 8:00 a.m. to

5:00 p.m., Closed Weekends and Holidays

Mailing Address: 10588 Fairgrounds Road,
Pocatello, Idaho 83201

Email: eventcenter@bannockcounty.us

Phone: 208-237-1340

Payment Received:	_____
Insurance Received:	_____
Permits Received:	_____
501(c) Received:	_____
RecDesk	Outlook
Spreadsheet	Board Reservation Listing

EVENT CENTER, WELLNESS COMPLEX AND FAIRGROUNDS CONTRACT

This is a request for facility reservation. Please complete all information. Incomplete information will result in a delay in the review of your contract. The information is requested to assist in the review and consideration of your request to rent a County facility. Historical users (using their original dates) have first priority. All other requests are on a first come – first served basis.

APPLICATION INFORMATION

- Company/Origination Name: (event host) Rock Creek Ranch Roping Productions
- Contact Name: (who will sign the contract) Carolyn Anderson-Merritt Title: Owner
- Mailing Address: 3822 Rock Creek Rd
- City: American Falls State: ID Zip Code: 83211
- Cell Phone: 208-479-4091 Email: rockcreekrpng@gmail.com

EVENT INFORMATION

- Event Name: RCRR Mackenzie Family Sort & Rope Team Doctoring Area Requested: Indoor Arena
- Event Description: Team Doctoring (Ranch Roping)
- Event Date(s): 01/17/2026 Estimated Number of Attendees: 150
- Event Start Time: 9 AM (including set up) Event End Time: 6pm (including take Down)
- Additional Set-Up or Tear Down Days (if needed): _____
- Paid Admission Event: YES _____ NO Cost _____ Event Open to the Public: YES NO _____
- 501(c)(3): YES _____ NO Non-Profit Name: _____ Tax ID #: _____
- Will Alcohol Be Served/Consumed? YES _____ NO (If yes, county permit (\$20) must be provided and present at event)

THE COUNTY SHALL:

Permit the Applicant to occupy the space as written above, to prepare buildings or erect temporary booths, which Applicant may use during the rental periods.

Permit the Applicant to display, demonstrate, sell, solicit or operate their business within the limits of their lease.

Use reasonable safeguards against fire, theft, and accidents, but does not assume any liability for damages to goods or property of the Applicant from fire, theft, water or storm, or any liability for accidents to persons or property caused under, or by virtue of the appurtenances of Lessee under this contract.

Have a lien upon any and all property stored, used or located upon the leased space, or elsewhere upon the fairgrounds by the Lessee for any and all damages sustained by the breach of this contract or otherwise caused by the Applicant, and shall have the right to restrain such property or any part of it without process of law, and may appropriate any or all such as its own to satisfy and such claim.

Reserve the right to all food concession, unless otherwise permitted. If additional vendors are permitted menu must not compete with menu of fixed site.

THE APPLICANT SHALL:

Obtain approval for erection of buildings, tents, enclosures, structures and signs outdoor from County.

Not nail, drill, paint, or do anything to change appearance of the walls. Do not use tape on concrete.

Remove all temporary structures, forms, booths, etc. within twenty-four (24) hours after termination of lease. Items left after that time become the property of the County, to make such disposition as they shall see fit.

Not do any additional electrical wiring without permission of County.

Not permit any ale, beer or intoxicating liquor of any kind to be consumed by the Applicant, his employees, agents or guests without proper permit.

Collect fees for the RV rental spaces at \$35.00/\$45.00 per space, per day and turn the rental fees collected, into the office at the conclusion of the event.

Comply fully with all laws and ordinances of the Bannock County Fire Protection District #1.

Agrees to furnish security at its own expense as is deemed necessary for protection of valuable displays and buildings during the event day and night.

Applicant agrees to furnish the County a Certificate of Insurance naming Bannock County and agents as additionally insured in a \$1,000,000.00 combined single limit policy, such policy being delivered to Event Center Office ten (10) days prior to move in time.

Applicant shall provide a security deposit as indicated on the fee schedule, payable when reservation for facility is taken and contract signed. Payment will be held as a security binding. Deposit will be refunded if notification of cancellation is received thirty (30) days prior to event or upon final inspection of facilities, provided there has been no damage and facility is returned in same condition as received. (Clean)

The Lessee will pay the building/grounds rental fees thirty (30) days prior to the event (unless other arrangements are made prior to the event) in the amount of: \$342.50 (see attached page for fee schedule).

Requesting half price fee reduction original fee \$685.00

Please make checks payable to – Bannock County Fairgrounds. Sales tax shall be collected as per Idaho Sales Tax Commission rules.

Bannock County Commissioners

BANNOCK COUNTY

_____ Date 1/15/2026

Jeff Hough, Chairman

_____ Date 1/15/2026 By: _____ Date _____

Ernie Moser, Commissioner

_____ Date 1/15/2026

Ken Bullock, Commissioner

A. The terms of this contract shall commence and be binding upon the parties when the last signature is affixed to this contract, and final approval and granting of the application is made by the Bannock County Commissioners. No use of County facilities or grounds shall take place in the absence of approval. The terms of this contract shall remain in full force and effect until all obligations are fully performed or it is terminated as provided herein.

B. A fee as set by the Bannock County Commissioners, including but not limited to additional security, shall be paid by Applicant for the use of facilities and/or grounds. If waiver or reduction of fees has been requested, this must be approved by the Bannock County Commissioners and Applicant must comply with such terms set by the Board.

C. Applicant shall use only those parts of the facilities and/or grounds applied for and essential for the use. Applicant's use of facilities and grounds shall occur only with the agreement and acquiescence of the Bannock County Commissioners and take place in such a manner as shall not interfere with the use of building and grounds by the County or other users.

D. Applicant is responsible for and shall pay to repair all damage caused by its employees, volunteers, agents, participants or invitees to any fixtures, equipment, facilities and/or grounds as a result of the use.

E. Applicant shall clean, if necessary, all areas of any facilities and/or grounds which are used pursuant to this Agreement and shall leave the building(s) and/or grounds in the state it was prior to the commencement of the use. Failure of Applicant to clean areas of the buildings and/or grounds to the satisfaction of the County shall result in an assessment of costs or loss of deposit to Applicant for any necessary cleaning. The County reserves the right to request and receive an appropriate security and or cleaning deposit from Applicant if deemed necessary. Costs for any repairs or cleaning required may be deducted from said deposit.

F. Applicant agrees that the use of County buildings and grounds shall be in accord with any applicable state, local or federal law or regulation.

G. Applicant agrees that in the event any hazardous or potentially hazardous activities are contemplated in Applicant's use of the facilities; the Applicant shall obtain waivers and/or releases of liability from any and all participants in the activities. Said waivers shall contain, at a minimum, the following language in paragraph G(I). Said waivers are subject to the approval of the County prior to use of the facilities. Copies of all signed waivers shall be provided to the County upon request. This requirement does not, in any way, abrogate the requirement for indemnification herein, abrogate the invocation of sovereign immunity herein, eliminate any requirement imposed by the County for proof of sufficient insurance, nor modify or abrogate any defenses or immunities provided by law. Hazardous activities include, but are not limited to any sport or activity whether involving animals or equipment which carries an inherent risk or injury, property destruction or death. The Applicant agrees that decisions by the County or County staff to require or not to require the execution or submission of waivers do not abrogate any immunities or defenses provided by law. The County staff has complete discretion in the decision to require or not require the execution and submission of waivers in connection with any event.

G.(1) Applicant shall have participants sign a release and discharge of Bannock County, its elected and appointed officials, and employees and agents from all actions, causes of action, damages, claims or demands for all known or unknown personal injuries, property damage or death resulting from or arising out of my participation in the above described activity or events.

H. Maintenance. Bannock County agrees that regular maintenance of the grounds, parking lots and buildings will be the responsibility of the County.

I. Default. Each and every term and condition hereof shall be deemed to be a material element of the Agreement. In the event either party should fail or refuse to perform according to the terms of this Agreement, such party may be declared in default thereof.

J. Independent Entities. County and Applicant are independent entities and their employees, volunteers, participants or invitees are not to be considered agents or employees of the other. Actions performed by Applicant pursuant to this contract are those of an independent agent and not those of an employee of the County.

K. Entire Agreement. This contract, with any properly executed addendums, represents the entire and integrated agreement and understanding between the parties and supersede all prior negotiations, statements, representations and agreements, whether written or oral.

L. Assignment. Neither this contract, nor any rights or obligations hereunder shall be assigned or delegated by a party without the prior written consent of the other party.

M. Modification. This Application and Agreement shall be modified only by a written agreement, duly executed by all parties hereto.

N. Invalidity. The parties mutually understand and agree this contract shall be governed by and interpreted pursuant to the laws of the State of Idaho. If any provision of this contract is held invalid or unenforceable by any court of competent jurisdiction, or if the County is advised of any such actual or potential invalidity or unenforceability, such holding or advice shall not invalidate or render unenforceable any other provision hereof. It is the express intent of the parties that the provisions of this contract are fully severable.

O. Venue. If any dispute arises between the parties from or concerning this contract or the subject matter hereof, any suit or proceeding at law or inequity shall be brought in the District Court of the State of Idaho, County of Bannock. Nothing in this clause shall be interpreted or construed to waive the County's assertion of governmental immunity.

P. Contingencies. Applicant certifies and warrants no gratuities, kick-backs or contingency fees were paid in connection with this contract, nor were any fees, commissions, gifts or other considerations made contingent upon the award of this contract.

Q. Discrimination. All parties agree they will not discriminate against any person who performs work under the terms and conditions of this contract because of race, color, gender, creed, handicapping conditions or national origin.

R. ADA Compliance. All parties agree they will not discriminate against a qualified individual with disability, pursuant to law as set forth in the Americans with Disabilities Act, P.L. 101-336, 42 U.S.C. § 12101, et seq., and/or any properly promulgated rules and regulations relating thereto.

S. Governmental Immunity. The Bannock County Commissioners and Bannock County do not waive their governmental immunity provided by any law by entering into and/or granting this contract and the County fully retains all immunities and defenses provided by law with regard to any action based upon this Agreement. Further, the County and its elected and appointed officials do not waive their governmental immunity under contract, tort or any other applicable theory of law by entering into or granting this contract.

T. Force Majeure. Neither party shall be liable to perform under this contract if such failure arises out of causes beyond control, and without the fault or the negligence of said party. Such causes may include, but are not restricted to, Acts of God or the public enemy, fires, floods, epidemics, quarantine restrictions, freight embargoes and unusually severe weather. In every case, however, a failure to perform must be beyond the control and without the fault or the negligence of said party.

U. Notices. All notices required and permitted under this contract shall be deemed to have been given, if and when deposited in the U.S. Mail, properly stamped and addressed to the address listed herein, or when personally, delivered to such party. A party may change its address for notice hereunder by giving written notice to the other party.

V. Indemnification. To the fullest extent permitted by law, Applicant agrees to indemnify and hold Harmless Bannock County and its elected and appointed officials, employees and volunteers from any and all claims, damages, losses and expenses, including reasonable attorney's fees, for injuries, illness, death, property damage, claims, penalties, actions, demands or expenses arising from or in connection with this contract. In granting this contract, Bannock County may, in its sole discretion, require Applicant to show proof of insurance sufficient to cover Applicant's obligations pursuant to this clause. No use of buildings or grounds may commence until Bannock County Risk Management or County Legal Counsel has reviewed and approved the insurance coverage obtained/provided by Applicant if so required.

W. Third Party Beneficiary. The parties do not intend to create in any other individual or entity the status of third-party beneficiary and this Application and Agreement shall not be construed so as to create such status. The rights, duties and obligations contained in this contract shall operate only between the parties to this contract and shall inure solely to the benefit of the parties to this contract. The parties to this contract intend and expressly agree that only parties' signatory to this contract shall have any legal or equitable right to seek to enforce this contract, to seek any remedy arising out of a party's performance or failure to perform any term or condition of it, or to bring action for its breach. This provision is not intended to waive the County's governmental immunity in any way and shall not be construed to waive said governmental immunity in any way.

X. Termination. This Agreement may be terminated by either party at any time for failure of another party to comply with the terms and conditions of this Agreement; by Bannock County with fifteen (15) days' prior written notice to other parties; or upon mutual written agreement by all parties.

Y. Appropriations Clause. Bannock County's obligations under this Application and Agreement are conditioned upon the availability of Funds which are appropriated or allocated for such obligations. If funds are not allocated and available for the continuance of said obligations, the contract may be terminated by the County at the end of the period for which funds are available. No penalty shall accrue to the County in the event this provision is exercised, and the County shall not be obligated or liable for any future payments due or for any damages as a result of termination under this provision.

Z. Alteration or Additions. Without the written consent of the County, or unless otherwise allowed by this Agreement, the Applicant shall not make any improvements to or alterations of the premises. Any alterations or improvements to the premises made by the Applicant shall become part of the realty and the property of the County.

01/05/2026

Date



Applicant

Carolyn Anderson-Merritt

Print Name

ADDITIONAL EVENT INFORMATION

EVENT NAME: RCRR Mackenzie Family Sort & Rope Team Doctoring

DATE: January 17, 2026

TIME OF EVENT: 11 AM

AREA: Indoor Arena

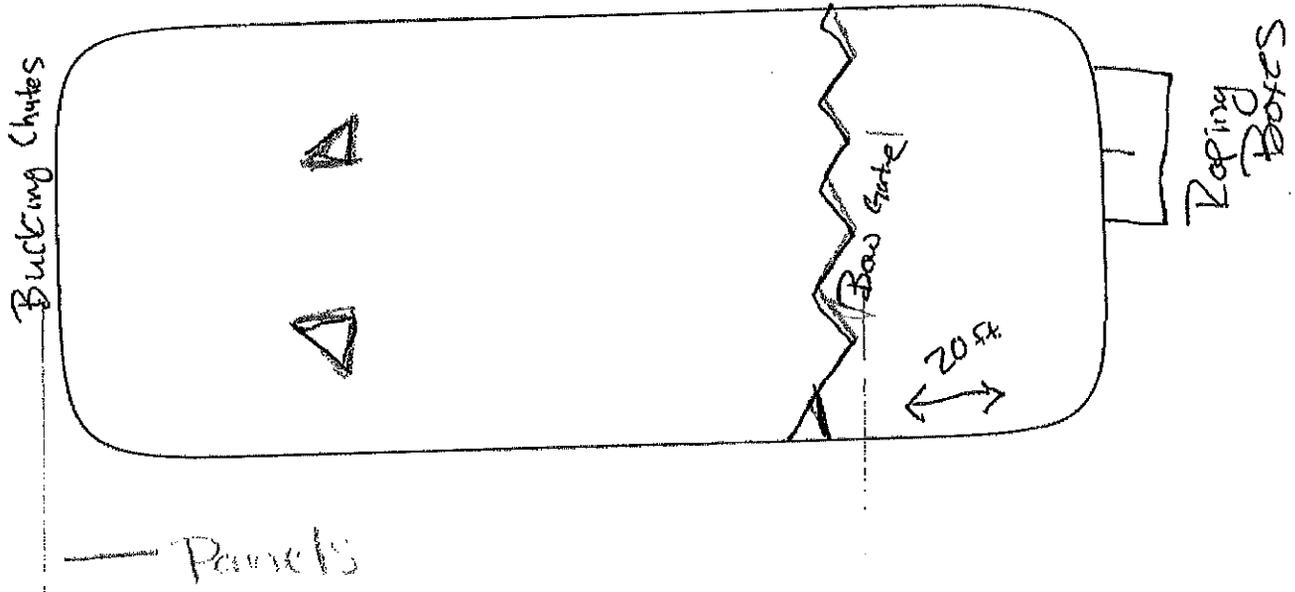
ADDITIONAL EVENT DETAILS:

We had previously scheduled our regular ranch roping team branding event for this date. However, just before Christmas we were made aware of a family in our greater "cowboy community" going through a hardship. Their youngest daughter has been diagnosed with Leukemia. The father was also recently in the hospital, and they are on a tight cowboy budget. We have decided to offer this roping up as a benefit fundraiser, with half of the purse going to the Mackenzie Family, and the other half going towards our cost of production and prize payout. We can host a more attractive event if our production costs are minimized.

SPECIAL SET UP INSTRUCTIONS:

We will need panels to cut the arena size down and one ride-through bow-gate (est. 21+gate), and 6 additional panels to create a "sorting" lane for the event. Use of the skidsteer to set up/take down panels and tractor to smooth dirt out after set up/skidsteer work.

NOTES/DRAWINGS:



EVENT CENTER, WELLNESS COMPLEX, RV PARK

FEE SCHEDULE

Area	Description	Cost		Unit	Quantity	Total
		Half Day	Full Day			
BCEC	Pavillions 1-4	\$50	\$100	Per Pavillion		
BCEC	Basketball Court	\$50	\$100	Per Court		
BCEC	Volleyball Courts	\$50	\$100	Per Court		
BCEC	Multi-Use Fields	\$150	\$300	Per Field		
BCEC	Championship Field	\$175	\$350	Per Field		
X BCEC	Indoor Arena (Seats 500) Event/Individual	\$60		Per Hour <i>Full Day</i>	<i>480.</i>	<i>480.00</i>
Indoor Arena Riding Passes		*Open Except For When Otherwise Reserved (Arena Worked Once Per Day) *				
BCEC	6-Month Indoor Arena Family Pass (Nov-Apr)	\$120		Family of 4, Including Parents and Children 17 and younger- Renewed Annually		
BCEC	6-Month Indoor Arena Individual Pass (Nov-Apr)	\$90		Renewed Annually		
BCEC	Arena 1	\$150	\$300	Half (4 hours or less) /Full Day (anything over 4 hours)		
BCEC	Arena 2	\$100	\$200	Half (4 hours or less) /Full Day (anything over 4 hours)		
BCEC	Arena 3	\$75	\$150	Half (4 hours or less) /Full Day (anything over 4 hours)		
BCEC	Building B (Concrete Floor/Heated)	\$175	\$350	Half (4 hours or less) /Full Day (anything over 4 hours)		
BCEC	Tack/Hay Room	\$20		Per Day		
BCEC	Horse Stalls	\$20		Per Day		
BCEC	Horse Stall w/Run	\$30		Per Day		

	BCEC	Stall Bedding (Sawdust)	\$15	Per Bag		
X	BCEC	Cattle Panel	\$10	Per Panel/Per Day	21	105.00
	RV	Full Hookups (Water, Electricity, Sewer)	\$45	Per Day		
	RV	Partial Hookups (Water & Electricity)	\$35	Per Day		
	Labor	Additional Labor Per Person/Per Hour	\$25	Per Hour		
	EQUIP	Water Truck w/Operator	\$100	Per Hour		
X	EQUIP	PA Systems	\$10	Per Hour		
	EQUIP	Operator w/Equipment (Tractor, Backhoe, Skid Steer)	\$75	Per Hour		
	EQUIP	Operator w/Motor Grader (Special Circumstances)	\$100	Per Hour		
X	EQUIP	Tractor, No Operator	\$50	Per Hour	2	100.00
	EQUIP	Hot Spot	\$100	Per Day		
	VENDOR	Vendor Admission Fee (Inspection, Permit, Admin)	\$90	Per Month (starts on the 1 st and ends on the last day of the month)		
	AMP	Amphitheater 60x25x30 (9,000 capacity)				
ITEMS TO BE NEGOTIATED BY CONTACT ONLY						
	BCEC	Upper Arena & Grandstands (Seats 3,500)				
	BCEC	Race Track				
	BCEC	Elk Stage & Grass Area				
	BCEC	Upper Office Spaces (3 Available)				
X	BCEC	Livestock Holding Pens	Cattle will be delivered Friday night, and taken out Saturday after the event			

*total 685.00
Requesting Fee reduction
to \$34250*

Rock Creek Roping Productions presents

Sort & Rope Team Doctoring

A Benefit Event For the Mackenzie Family

JANUARY 17, 2026

11 AM

Bannock Co. Event Center | Pocatello, ID

3-MAN TEAMS

OPEN: \$100/MAN, PICK ONE DRAW ONE, ENTER 5X

MIXED: \$80/MAN, PICK ONE DRAW ONE ENTER 5X

Can have only ONE Open level roper per Mixed Team

Text/Voicemail (208)479-4091 to enter

PRIZES!

50% PRODUCTION & PAYOUT

**50% DIRECTLY TO THE MACKENZIE FAMILY TO SUPPORT THEIR
LITTLE GIRL VISALIA AS SHE FIGHTS T-CELL ALL (LEUKEMIA)**





BANNOCK COUNTY COMMISSIONERS
 624 E. Center, Pocatello, ID 83201
 Phone: (208) 236-7210 • Fax: (208) 232-7363

ERNIE MOSER
 Commissioner
 1st District

JEFF HOUGH
 Commissioner
 2nd District

KEN BULLOCK
 Commissioner
 3rd District

Business Meeting Agenda Request Form

The Board of Bannock County Commissioners business meetings are generally held on **Tuesday at 9:15 a.m.** in the Commissioners' Chambers in the Bannock County Courthouse, Room 212; 624 E Center Pocatello, Idaho or as noticed **48 hours** prior to the meeting at <https://bannockcounty.us/commissioners/>. The Commissioners also hold meetings throughout the week as coordinated with the Commissioners' staff. Agenda times are subject to change within **15 minutes** of scheduled time. Any person(s) needing special accommodations to participate in public meetings should contact the Commissioners' Office at 208-236-7210, three to five working days before the meeting.

Requestor Name:

Jason Dixon

Department:

Clerk

Requestor Email:

jdixon@bannockcounty.gov

Item(s) to be considered:

Discuss monies for the lease of Kinport to go to Idaho Department of Lands

Date of meeting being requested:

01/15/2026

Time requested:

5 Minutes

Does the request involve a contract, agreement, external funding, or award acceptance?

No

Contract/Agreement Begin Date:

Contract/Agreement End Date:

List of additional attendees:

BANNOCK COUNTY COMMISSIONERS

624 E. Center, Pocatello, ID 83201
 Phone: (208) 236-7210 • Fax: (208) 232-7363



ERNE MOSER
 Commissioner
 1st District

JEFF HOUGH
 Commissioner
 2nd District

KEN BULLOCK
 Commissioner
 3rd District

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Requestor Name:

Anita Hymas

Department:

Assessor

Requestor Email:

anitah@bannockcounty.gov

Item(s) to be considered:

Meet with the Board of Equalization to discuss Sub-roll and Occupancy Assessed Values

Date of meeting being requested:

01/15/2026

Time requested:

10 Minutes

Does the request involve a contract, agreement, external funding, or award acceptance?

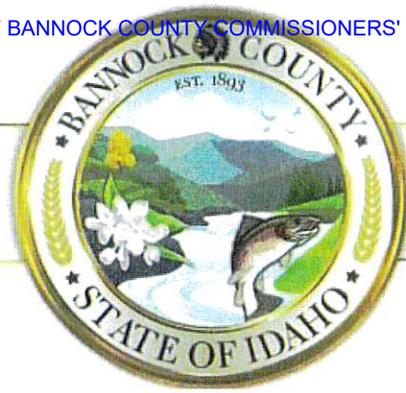
No

Contract/Agreement Begin Date:

Contract/Agreement End Date:

List of additional attendees:

Anita Hymas, Randy Hobson



BANNOCK COUNTY COMMISSIONERS
621 E. Center, Pocatello, ID 83201
Phone: (208) 236-7210 • Fax: (208) 234-7363

ERNIE MOSER
Commissioner
1st District

JEFF HOUGH
Commissioner
2nd District

KEN BULLOCK
Commissioner
3rd District

AGENDA REQUEST FORM

The Board of Bannock County Commissioners business meetings are generally held on **Tuesday at 9:00 AM** in the Commissioners' Chambers in the Bannock County Courthouse, 624 E. Center, Room 212, Pocatello, Idaho, or as noticed **48 hours** prior to the meeting at <https://www.bannockcounty.us/commissioners/>. Agenda times are subject to change within **15 minutes** of scheduled time. Any person(s) needing special meetings should contact the Commissioner's Office at [208-236-7210](tel:208-236-7210), three to five working days before the meeting.

E-mail this completed form and any supporting documents to agendarequest@bannockcounty.us by NOON on the Thursday prior to the scheduled meeting.

Name/Department:

Shanda Crystal/Procurement

Item to be considered/background:

A request for interviews, as allowed in the Request for Qualifications for the Master Planning Design Services, with Potential Executive Session under Idaho Code §74-206(1)(e).

How much time will be needed? Meeting date requested:

120 minutes

1/15/26

Does this item involve a contract, agreement, external funding application or award acceptance?

YES NO

Have all supporting documents been included with this form?

YES NO

List of attendees:

Scott Crowther, Chaney Nielson, and Jake Crump

Please include any supporting documents with your Agenda Session Request Form.

Commissioner Office Only:

Date: 1/15/26 Time: _____