



Twin Falls City Council Agenda

Monday, October 18, 2021, 5:00 PM

City Council Chambers
203 Main Avenue East- Twin Falls, Idaho

Members: Suzanne Hawkins, Craig Hawkins, Nikki Boyd, Shawn Barigar, Gregory Lanting, Christopher Reid, Ruth Pierce

- 1) CALL MEETING TO ORDER/CONFIRMATION OF QUORUM
- 2) PLEDGE OF ALLEGIANCE
- 3) PROCLAMATIONS: None
- 4) CONSENT CALENDAR
 - a) **ACTION ITEM:** Request to approve Accounts Payable for October 7-13, 2021.
By: Amy Luna, Finance Administrative Assistant
 - b) **ACTION ITEM:** Request to approve October 11, 2021, City Council Minutes.
By: Amy Luna, Finance Administrative Assistant
- 5) ITEMS OF CONSIDERATION
 - a) **ACTION ITEM:** Request to award a bid and contract to Terry's Heating & Air Conditioning for replacing the airport terminal heat pump units.
By: William Carberry, Airport Manager
 - b) **ACTION ITEM:** Request by Sequoia Schmidt to lease space in the airport terminal to operate a retail book store.
By: William Carberry, Airport Manager
- 6) GENERAL PUBLIC INPUT
- 7) ADVISORY BOARD REPORT/ANNOUNCEMENTS
- 8) PUBLIC HEARINGS: None
- 9) EXECUTIVE SESSION
 - a) **ACTION ITEM: EXECUTIVE SESSION §74-206 (1)(b)** To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student.
- 10) ADJOURNMENT

Any person(s) needing special accommodations to participate in the above-noticed meeting could contact Leila Sanchez (208) 735-7287 at least two working days before the meeting. Si desea esta información en español, llame Leila Sanchez (208) 735-7287.

Public Input Procedures

1. Individuals wishing to provide public input regarding matters relevant to the City of Twin Falls shall:
 - Wait to be recognized by the Mayor or Chairman
 - Approach the microphone/podium
 - State their name, and whether they are a resident or property owner in the City of Twin Falls, and proceed with their input.
2. The Mayor or Chairman may limit input to no less than two (2) minutes. Individuals are not permitted to give their time to other speakers.

Public Hearing Procedures for Zoning Requests

1. Prior to opening the first Public Hearing of the session, the Mayor or Chairman shall review the public hearing procedures.
2. Individuals wishing to testify or speak before the City Council or Planning & Zoning Commission shall wait to be recognized by the Mayor or Chairman, approach the microphone/podium, state their name, and then proceed with their comments. Following their statements, they shall write their name and address on the record sheet(s) provided by the staff. The staff shall make an audio recording of the Public Hearing.
3. A City Staff Report shall summarize the application and history of the request.
4. The Applicant, or the spokesperson for the Applicant, will make a presentation on the application/request (request). No changes to the request may be made by the applicant after the publication of the Notice of Public Hearing. The presentation should include the following:
 - A complete explanation and description of the request.
 - Why the request is being made.
 - Location of the Property.
 - Impacts on the surrounding properties and efforts to mitigate those impacts.
5. Applicant is limited to 15 minutes, unless a written request for additional time is received, at least 72 hours prior to the hearing, and granted by the Mayor or Chairman.
6. The City Council or Planning & Zoning Commission may ask questions of staff or the applicant pertaining to the request.
7. The general public will then be given the opportunity to provide their testimony regarding the request. The Mayor or Chairman may limit public testimony to no less than two (2) minutes per person.
 - Individuals are not permitted to give their time to other speakers.
 - However, five (5) or more individuals that received written notice of the public hearing may appoint, by written petition, a spokesperson. The written petition must be received at least 72 hours prior to the hearing and must be granted by the Mayor or Chairman. The spokesperson shall be limited to 15 minutes.
 - Written comments, including e-mail, received by 12:00 p.m. on the date of the hearing shall be either read into the record or displayed to the public on the overhead projector.
8. Following the Public Testimony, the applicant is permitted five (5) minutes to respond to Public Testimony.
9. Following the Public Testimony and Applicant's response, Council or Commission members, as recognized by the Mayor or Chairman, shall be allowed to question the Applicant, Staff or anyone who has testified. Responses shall be limited to answering the questions asked. The Mayor or Chairman may limit the time permitted for the answer.
10. The Mayor or Chairman shall close the Public Hearing. The City Council or Planning & Zoning Commission shall deliberate on the request. Deliberations and decisions shall be based upon the information and testimony provided during the Public Hearing. Once the Public Hearing is closed, additional testimony from the staff, applicant or public is not allowed. Legal or procedural questions may be directed to the City Attorney.

* Any person not conforming to the above rules may be prohibited from speaking. Persons refusing to comply with such prohibitions may be asked to leave the hearing and, thereafter removed from the room by order of the Mayor or Chairman.



Twin Falls City Council Minutes

Monday, October 11, 2021, 5:00 PM

City Council Chambers
203 Main Avenue East- Twin Falls, Idaho

1) CALL MEETING TO ORDER/CONFIRMATION OF QUORUM

Present: Mayor Suzanne Hawkins, Vice Mayor Ruth Pierce, Council Member Shawn Barigar (by phone), Craig Hawkins, Greg Lanting & Nikki Boyd.

Absent: Council Member Christopher Reid

Staff Present: City Manager Travis Rothweiler, Deputy City Manager Mitch Humble, City Attorney Shayne Nope, Police Chief Craig Kingsbury, Planning & Zoning Director Jonathan Spendlove, Human Resource Director Gretchen Scott, Finance Administrative Assistant Amy Luna.

Mayor Hawkins called the meeting to order at 5:00 PM. A quorum was present.

2) PLEDGE OF ALLEGIANCE

Mayor Hawkins invited all present who wished to recite the Pledge of Allegiance to the Flag.

Mayor Hawkins took a moment to introduce the exchange student *Aidana Avgust* from Kazakhstan.

3) PROCLAMATIONS: None

4) CONSENT CALENDAR

MOTION: Council Member Hawkins moved to approve the Consent Calendar as presented. **Vice Mayor Pierce** seconded the motion. The roll call vote showed all members present voted in favor of the motion, 6 to 0.

- Request to approve Accounts Payable for September 23-29, 2021. (Previous Fiscal Year)
- Request to approve Accounts Payable for October 1, 2021. (Current Fiscal Year)
- Request to approve Accounts Payable for October 1-6, 2021. (Current & Previous Years)
- Request to approve September 27, 2021, City Council Minutes.
- Request to approve the Wells Fargo Credit Commercial Card for August 2021
- Request to approve the 30th Annual Christmas in the Nighttime Sky event sponsored by Kimberly Nurseries to be held at 2862 Addison Avenue East on Friday, November 26, 2021.

5) ITEMS OF CONSIDERATION

- Presentation of POST Certifications.

Police Chief Kingsbury made a presentation of POST Certifications.

Officers recognized:

Bailey Kemp

Joshua Rivers

Shawn Applewhite

Liz Guzman

Brandi Matthews

Preston Stephenson

Mayor Hawkins thanked Chief Kingsbury for the presentation and congratulated all the officers.

- b) Request to extend the Franchise Agreement with Project Mutual Telephone Cooperative Association, INC. (PMT) and authorize the mayor to sign the extension agreement.

City Attorney Nope requested to extend the Franchise Agreement with Project Mutual Telephone Cooperative Association, Inc., and authorize the mayor to sign the extension agreement.

Discussion ensued on the following: None

MOTION: Council Member Boyd moved to approve the request to extend the Franchise Agreement with Project Mutual Telephone Cooperative Association, INC., and authorize the mayor to sign the extension agreement. **Vice Mayor Pierce** seconded the motion. The roll call vote showed all members present voted in favor of the motion, 6 to 0.

- c) Request to adopt Ordinance #O-2021-017 amending the City's Comprehensive Plan to include the Capital Improvement Plan; Repealing City Code Title 10 Chapter 18: Impact Fees and Recodifying as Title 11.

P&Z Director Spendlove requested to adopt *Ordinance #O-2021-017* amending the City's Comprehensive Plan to include the Capital Improvement Plan; Repealing City Code Title 10 Chapter 18: Impact Fees and Recodifying as Title 11.

Discussion ensued on the following: None

MOTION: Council Member Lanting made a motion to suspend the rules and place Ordinance #O-2021-017 on third and final reading by title only under suspension of the rules. **Council Member Hawkins** seconded the motion. The roll call vote showed all members present voted in favor of the motion. Approved 6 to 0

Mayor Hawkins read the ordinance by title only.

MOTION: Vice Mayor Pierce moved to approve the request to adopt *Ordinance #O-2021-017* amending the City's Comprehensive Plan to include the Capital Improvement Plan; Repealing City Code Title 10 Chapter 18: Impact Fees and Recodifying as Title 11. **Council Member Lanting** seconded the motion. The roll call vote showed all members present voted in favor of the motion, 6 to 0.

6) GENERAL PUBLIC INPUT

Citizen Lance Clow talked about the changes made by SkyWest and United Airlines which make it hard to fly in and out of Twin Falls.

7) ADVISORY BOARD REPORT/ANNOUNCEMENTS

Council Member Barigar talked about the openings on the Public Arts Commission.
Mayor Hawkins spoke about the Youth Council.

Adjourned to Executive Session at 5:35 and resumed at 6:02

8) PUBLIC HEARINGS

- a) Public Hearing on Impact Fee and Planning and Zoning fee increases for the City of Twin Falls.
P&Z Director Spendlove presented the Public Hearing on Impact Fee and Planning, and Zoning fee increases for the City of Twin Falls.

Discussion ensued on the following:

Council Member Hawkins: Thanked the staff for all their work on this.

Council Member Lanting: Also thanked the staff for the work on this item.

Mayor Hawkins: Recapped the item for citizens.

Public Hearing Opened: 6:07 pm

Citizen Mat Feimster asked about growth, paying for itself, and asked about property/sales tax paying for each of us to live here.

Mayor Hawkins explained the difference.

City Manager Rothweiler expanded on the explanation.

Citizen Michael Allred spoke against the increase in fees.

P&Z Director Spendlove explained the Impact Fee increases.

Citizen Hannah Cameron asked about the percentage of increase.

Citizen Riker Herndon talked about the impact fee percentages.

Public Hearing Closed: 6:25 pm

Discussion ensued on the following: None

MOTION: Council Member Lanting moved to approve Resolution 2021-015 for Impact Fee (effective November 15, 2021) and Planning and Zoning fee increase for the City of Twin Falls. **Vice Mayor Pierce** seconded the motion. The roll call vote showed all members present voted in favor of the motion, 6 to 0.

9) EXECUTIVE SESSION

- a) **EXECUTIVE SESSION §74-206 (1)(b)** To consider the evaluation, dismissal, or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member, or individual agent, or public-school student.

MOTION: Vice Mayor Pierce moved to adjourn to Executive Session 74206(1)(b) to consider the evaluation, dismissal, or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agenda, or public-school student. **Council Member Boyd** seconded the motion. The roll call vote showed all members present voted in favor of the motion, 6 to 0.

10) ADJOURNMENT

The meeting adjourned at 06:26 PM

Amy Luna, Finance Administrative Assistant

For a full account of this meeting please visit tfid.org for the recording of this meeting



Date: Monday, October 18, 2021
To: Honorable Mayor and City Council
From: Bill Carberry, Airport Manager

Request:

Consideration of a Request to Award a Bid to Terry's Heating & Air Conditioning for Replacing the Airport Terminal Heat Pump Units

Time Estimate: The staff presentation will take approximately 5 minutes with additional time needed for any questions.

Background:

The Airport Terminal building was constructed in 1996 and the HVAC heat pump units are beyond their useful life and in need of replacement and upgrades. In addition to increased serviceability and availability of replacement parts, the new heat pumps will have increased filtration and disinfection capabilities through germ killing ionization technology.

The bid opening was held September 16, 2021, with one bid received. Terry's Heating & Air Conditioning, a local firm, submitted a base bid of \$232,841. The bidding specifications and instructions provide an allowance to all bidders of a potential contingency of \$30,000 for a total bid of \$262,741. The Engineers estimate for the project total cost is \$273,600. The bid from Terry's was \$10,859 (4 %) below the Engineers estimate for the project.

Approval Process:

A majority vote of the Council is need to approve the award of bid.

Budget Impact:

The table below details costs for the projects:

Base Bid		232,841
<i>Contingency</i>		<i>30,000</i>
Engineering		24,485
Commissioning (Insp/Report)		13,750
Total Cost		\$ 301,076

The Airport budgeted \$274,897 for the project.

The budget currently has a deficit of (\$26,179).

Regulatory Impact:

The contract with Terry's Heating & Air will be subject to the terms of the construction contract which has been reviewed by the City Attorney.

Conclusion:

Staff recommends that the Council approve the request to award the terminal building heat pump bid and contract to Terry's Heating and Air conditioning for the base bid of \$232,841 plus a potential contingency of \$30,000, and increase the project budget by \$30,000 from airport fund reserves to fund any contingency costs.

Attachments:

Bid Summary and Engineers estimate

Recommendation of Award from architectural firm CSHQA

September 23, 2021

Via E-mail: Bcarberry@tfid.org

Joslin Field Magic Valley Regional Airport
Bill Carberry, Airport Manager
492 Airport Loop
Twin Falls, ID 83301

Re: Joslin Field Magic Valley Regional Airport
Terminal Heat Pump Replacement
492 Airport Loop
Twin Falls, ID 83301
Project No. 21169

Dear Bill:

On September 16, 2021, 2:00 pm local time, bids were publicly opened for the above project. There was one (1) bidder submitting a bid. The bid tabulation is attached, and the totals are summarized in the table below.

Bidder	Signed	Bid Bond	Public Works License	Addendum Acknowledged	Base Bid	Contingency	Total Bid
Terry's Heating and Air Conditioning	YES	YES	YES	YES	\$232,841.00	\$30,000.00	\$262,741.00

The apparent low, responsive, qualified and responsible bidder is Terry's Heating and Air Conditioning, Inc. After review of the bids and the bid documents, CSHQA recommends that the bid be awarded to Terry's Heating and Air Conditioning, Inc. of Twin Falls, Idaho.

Please let me know if you have any questions.

Sincerely,

CSHQA, Inc.



Jason Cline,
Project Manager

JC:pk

Attachments: Bid Tabulation
Engineers Estimate

BID TABULATION SHEET	
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Bid Date:	9/16/2021	Project Title:	Magic Valley Regional Airport - Heat Pump Replacement
Bid Time:	2:00 PM		

Bidder	Signed	Bid Bond	Public Works License	Addendum Acknowledged	Base Bid	Contingency	Total Bid
Terry's Heating and Air Conditioning	YES	YES	YES	YES	\$232,841.00	\$30,000.00	\$262,741.00

[illegible]

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Engineers Estimate	\$243,600.00		
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HVAC Cost Estimate MVRA														
Unit	Base Cost/Unit	Demo	Lift	Piping	Ductwork	Controls	Ionization	TAB	Number	Total Cost	General Conditions	Bond	Overhead and Profit	Total
GEHE604	\$6,150	\$1,250	\$450	\$1,200	\$1,100	\$1,850	\$850	\$650	12	\$162,000.00	7%	2%	7%	\$187,920.00
GEHE0304	\$4,650	\$1,250	\$450	\$1,200	\$1,100	\$1,850	\$850	\$650	4	\$48,000.00	7%	2%	7%	\$55,680.00
														\$243,600.00



October 18, 2021, City Council Meeting

To: Honorable Mayor and City Council

From: Bill Carberry, Airport Manager

Request: Consideration of a Request by Sequoia Schmidt to Lease Space in the Airport Terminal to Operate a Retail Book Store.

Time Estimate: Approximately 10 minutes with additional time for questions

Background: I was contacted by Sequoia Schmidt this past August about her request to lease space in the terminal on a trial basis (3-6 months) for a retail book store operation. She is the president of DiAngelo Publications, which has an office here in Twin Falls. I thanked her for her interest, but informed her that we did not have any retail space available to rent and provided her the reasoning.

Ms. Schmidt subsequently attended the September 7th Airport Board meeting and, during public input, distributed a business proposal paper and discussed her desire to operate a book store. Following, Board Chairman, Tom Frank, allowed me to discuss the reasons why the airport could not accommodate her request.

In summary, the following is what I emailed Ms. Schmidt in August and discussed with the Board in response to her proposal to them September 7, 2021.

As a means to give you a little more information regarding our difficulties in accommodating retail space operations I offer the following:

- The only retail operation our terminal is designed for is the restaurant/ gift shop.
- The area you've requested inside the secure gate area for a retail book operation (Book Nook) was designed for vending machines and is utilized as such.
- The old (1996) smoking room in the common waiting area has been repurposed as a small conference, training, and testing room.
- The airport has over time had numerous requests from people interested in retail space for businesses such as arts & crafts, barber shops, massage therapy, to name a few, and we have had to decline.
- You may want to speak to the restaurant operator about partnering with them to display/sell some of your books in their gift area. In addition, there are opportunities for terminal advertising of your company and books (Ron Yates is the contact for Terrific Marketing at 208-539-3128)

After listening to the proposal request and the information I provided, the Board had no interest, and gave me no guidance, to place the request on the formal agenda for consideration.

One week later, on the evening of Monday, September 13, 2021, Ms. Schmidt approached the City Council during the public input segment, and requested the City Council consider her proposal to operate a retail book store in the airport terminal. The Mayor advised her that her request, if it were to be heard by the Council would have to be placed on a future agenda. It is my understanding; the City Council was unaware that the item was discussed at the Airport Board meeting one week earlier.

Budget Impact: The airport does not receive any FAA grant support to reconfigure or repurpose terminal space for retail (revenue producing) operations. Any costs associated with construction or repurposing existing space would be a local expense.

Regulatory Impact: The FAA does allow the local airport operator the discretion to manage terminal non-aeronautical uses as it sees fit to do so.

Conclusion: Over the years, the airport has allowed the restaurant operator, within their lease agreement, to offer gifts, souvenirs, books, and other small sundries to meet traveler needs.

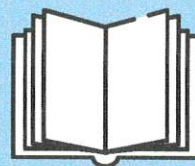
During our recent master plan inventory and demand forecasting analysis, the project advisory committee did not identify a need to incorporate additional terminal area for retail operations, as it was thought the existing restaurant and its gift/souvenir area was adequate for the future period.

In conclusion, staff recommends the City Council deny Ms. Schmidt's request to lease space in the terminal building for a retail book store.

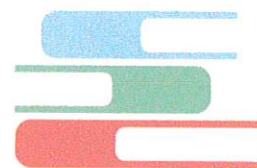
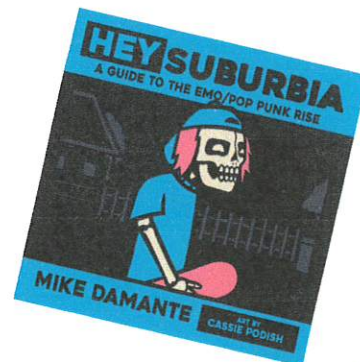
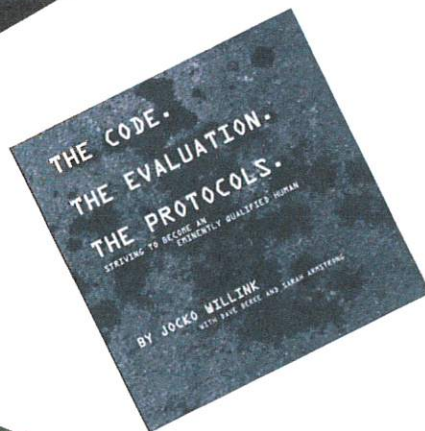
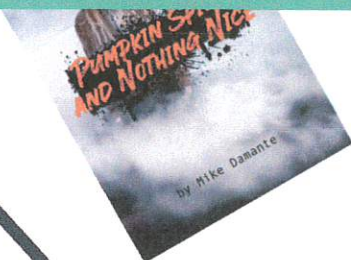
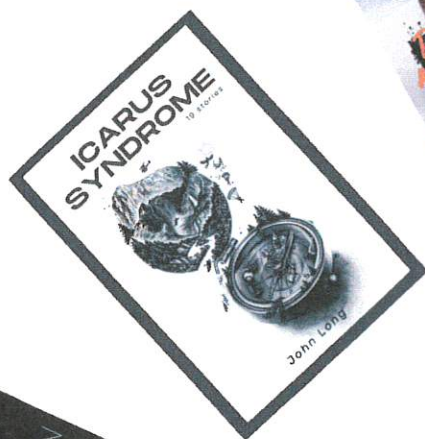
Attachments:

Book Store proposal presented to City Council September 13, 2021.

MAGIC VALLEY
REGIONAL AIRPORT
**DAP BOOK
NOOK**



**BUSINESS
PROPOSAL**



DI ANGELO PUBLICATIONS

A Modernized Publishing Firm

DAP Book Nook

Di Angelo Publications has been honored to be part of the Twin Falls community since July 2020. Our building on Main Avenue North, the DAP warehouse, distribution center, and office, is a great source of pride for everyone in the company.

We are greatly interested in expanding within the town and want to continue bringing awareness and growth to Twin Falls.

ATTRACT, ENGAGE & CONVERT

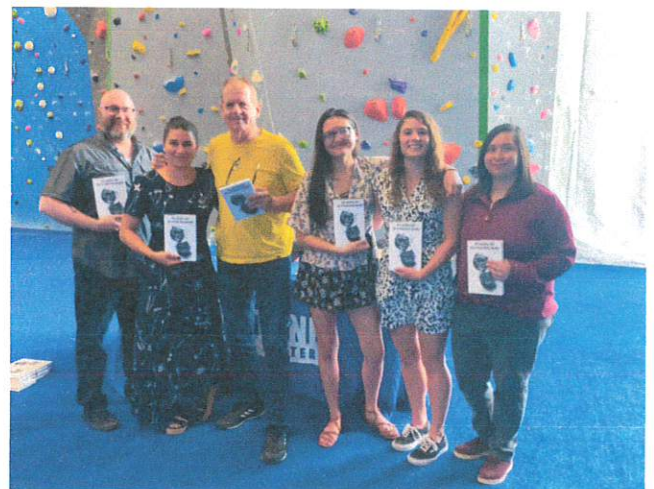
The Magic Valley Regional Airport caught our eye for a multitude of reasons. First, Twin Falls as a town is growing exponentially, both in residents and tourism. As a result, the Twin Falls airport has been accommodating the greater travel, especially as COVID restrictions

gradually decrease. Prior to the housing boom and COVID, the airport saw over 80,000 travel through Twin Falls.

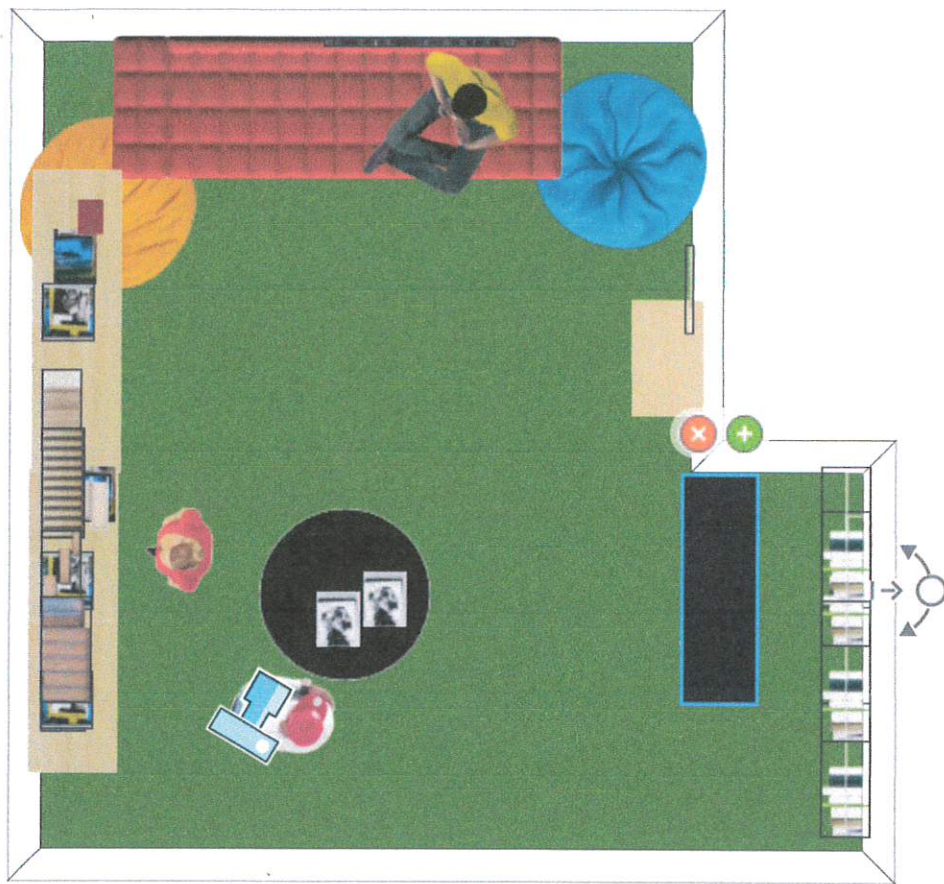
Being able to set up a bookstore within the airport, particularly near the gates where travelers await their flights, would allow us to reach out to a wide variety of potential customers. Airport bookstores are excellent means of entertainment for people of all ages. Travel inspires exploration, the desire to immerse yourself in a new experience.

And children want distractions during the journeys!

The DAP Book Nook could fill this need for leisure, and be a stepping stone of development for the airport as a whole. Di Angelo Publications would immensely appreciate the opportunity for a 4- to 6-month trial run of a Book Nook within the Magical Valley Regional Airport.



DAP team with author John Long for his event at the Germone Climbing Gym



*Modern,
inviting
design*

*Various
displays*



*Comfortable
seating*

*Fun for all
ages!*

OUR PRIMARY FEATURES WOULD INCLUDE:

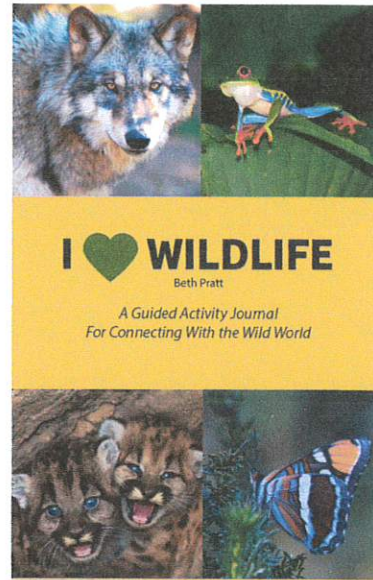
ICARUS SYNDROME

19 stories



John Long

Travel and adventure stories by prolific author and climber, John Long. Beautiful prose and a remarkable legacy for capturing the beauty of life is exemplified in this book



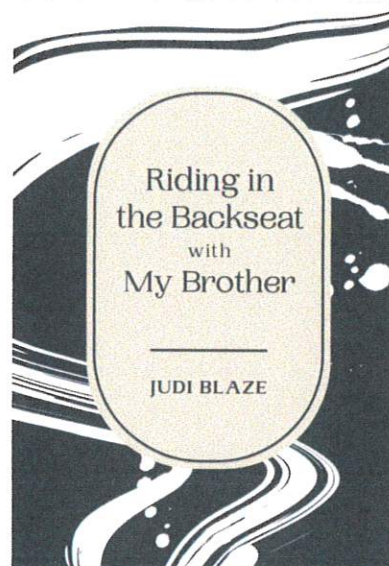
An activity book focused on nature. Learn about everything from backyard critters to unique species around the world. Written by a director of the National Wildlife Federation

WAY OF THE WARRIOR KID 4 FIELD MANUAL

BY JOCKO WILLINK



Ultimate guide for kids, showing them how to stay strong, be brave, and make good choices. The Warrior Kid series is by retired Navy Seal, podcaster, and author John "Jocko" Willink



Memoir from an Idaho author, reflecting on a nomadic childhood with Irish gypsy parents



DAP discussed paying a lease to set up and maintain the bookstore within the airport.

Hours of operation based around the daily and weekend flight schedules between 9 a.m to 5 p.m.

DAP has over 25 new releases in 2021 alone to promote, and will also offer merchandise such as pens, bookmarks, and flyers,

Thank you for your time!



TRANSCEND



Creative Headquarters

4265 San Felipe St #1100
Houston, TX 77027
(713) 960-6636
info@diangelopublications.com

Distribution Warehouse

250 Main Avenue N
Twin Falls, ID 83301
(208) 969-9814
distribution@diangelopublications.com

Subsidiary rights

8060 Melrose Ave. Fourth floor
Los Angeles, CA 90046
(323) 655-0400
tom@vanguard-management.com