



Twin Falls City Council Agenda

Monday, November 15, 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 November 3-10, 2021.
By: Amy Luna, Finance Administrative Assistant
 - b) **ACTION ITEM:** Request to approve November 08, 2021, City Council Minutes.
By: Amy Luna, Finance Administrative Assistant
 - c) **ACTION ITEM:** Request to approve an airport ground lease renewal with Reeder Flying Service.
By: William Carberry, Airport Manager
 - d) **ACTION ITEM:** Request approval of Findings of Fact and Conclusions of Law: PZ21-0141 Latitude 42 PUD Amendment.
By: Jonathan Spendlove, Planning & Zoning Director
- 5) ITEMS OF CONSIDERATION
 - a) **PRESENTATION:** Presentation of the ESGR (Employer Support of the Guard and Reserve) Statement of Support.
By: Ansina Durham, Organizational Development Coordinator
 - b) **ACTION ITEM:** Request to confirm the appointment of Tim Hafer to the Public Art Commission.
By: Suzanne Hawkins, Mayor
 - c) **ACTION ITEM:** Request to approve an air service consulting contract with Volaire Aviation and utilize up to \$30,000 from unbudgeted Airport reserve funds for associated services.
By: William Carberry, Airport Manager
 - d) **ACTION ITEM:** Request to utilize Waste Water Reserves for installation of the Boiler at the Waste Water Treatment plant

By: Troy Vitek, Assistant City Engineer

- e) **ACTION ITEM:** Update on Shoshone Falls Grade Road Project.

By: Wendy Davis, Parks and Recreation Director, Troy Vitek, Assistant City Engineer

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, por favor llame a Leila Sanchez al teléfono (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, November 8, 2021, 5:00 PM

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

****AMENDED AGENDA****

1) CALL MEETING TO ORDER/CONFIRMATION OF QUORUM

Present: Mayor Suzanne Hawkins, Vice Mayor Ruth Pierce, Council Member Shawn Barigar, Craig Hawkins & Christopher Reid

Absent: Council Member Greg Lanting, Nikki Boyd

Staff Present: City Manager Travis Rothweiler, Deputy City Manager Mitch Humble, City Attorney Shayne Nope, 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.

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, 5 to 0.

- a) Request to approve Accounts Payable for 10/21 – 11/3.
- b) Request to approve October 25, 2021, City Council Minutes.
- c) Request to approve the Wells Fargo Credit Commercial Card for September 2021
- d) Consideration of a request to accept the Improvement Agreement for the purpose of developing Sundance Subdivision No. 3 (Phase 4 & 5)
- e) Consideration of a request to approve the Annual Vietnam War Veterans Commemoration.

5) ITEMS OF CONSIDERATION

- a) Consideration to approve Lindsay Earls to serve as a Library Trustee for a full-term of office from January 2022-2027.

Library Director Bartley requested to approve Lindsay Earls to serve as a Library Trustee for a full term of office from January 2022-2027.

Discussion ensued on the following:

Mayor Hawkins: Thanked the candidate for her commitment to the library.

Council Member Reid: Welcomed Mrs. Earls to the board.

MOTION: Council Member Reid moved to approve Lindsay Earls to serve as a Library Trustee for a full term of office from January 2022-2027. **Council Member Barigar** seconded the motion. The roll call vote showed all members present voted in favor of the motion, 5 to 0.

- b) Consideration of a request to accept public right-of-way.
City Engineer Baird requested consideration of a request to accept public right-of-way.

Discussion ensued on the following:

Council Member Reid: Have plans come forward regarding the crosswalk?

MOTION: Council Member Barigar moved to approve the public right-of-way as presented. **Vice Mayor Pierce** seconded the motion. The roll call vote showed all members present voted in favor of the motion, 5 to 0.

- c) Request the approval of an ordinance repealing Twin Falls City Code Section 6-2-1(B) which regulates concealed weapons.

City Attorney Nope requested the approval of an ordinance repealing Twin Falls City Code Section 6-2-1(B) which regulates concealed weapons.

Discussion ensued on the following: None

MOTION: Council Member Barigar made a motion to suspend the rules and place *Ordinance #2021-018* 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 5 to 0

Mayor Hawkins read the ordinance by title only.

MOTION: Vice Mayor Pierce moved to approve Ordinance #2021-018 repealing Twin Falls City Code Section 6-2-1(B) which regulates concealed weapons. **Council Member Barigar** seconded the motion. The roll call vote showed all members present voted in favor of the motion, 5 to 0.

- d) Request to authorize the mayor to sign the Opioid Litigation Settlement Agreement.
City Attorney Nope requested to authorize the mayor to sign the Opioid Litigation Settlement Agreement.

Discussion ensued on the following:

Council Member Hawkins: Spoke in favor of this settlement. Who will administer the settlement?

Vice Mayor Pierce: Asked for clarification on the settlement.

Council Member Reid: Asked about the payout term.

Council Member Barigar: Spoke in favor of this settlement.

Mayor Hawkins: Spoke in favor of this settlement.

MOTION: Council Member Barigar moved to approve the request to authorize the mayor to sign the Opioid Litigation Settlement Agreement. **Vice Mayor Pierce** seconded the motion. The roll call vote showed all members present voted in favor of the motion, 5 to 0.

- e) A presentation on the finances of the City of Twin Falls for the fourth quarter of fiscal year 2020-2021. This presentation will be an overview of the tax-supported funds and the three major enterprise funds: Water, Wastewater and Sanitation.

CFO Howard presented the finances of the City of Twin Falls for the fourth quarter of the fiscal year 2020-2021.

Discussion ensued on the following:

Mayor Hawkins: Asked about the 13% "Other Revenues".

Mayor Hawkins: Asked about the percentage of workers that quit.

Council Member Barigar: Asked for clarification on the numbers of new accounts.

Mayor Hawkins: Thanked CFO Howard for her presentation.

Council Member Hawkins: Asked for clarification on Misc. Revenues from the Wastewater Fund.

Vice Mayor Pierce: Asked for clarification on the Sewer Capacity Funds. Not a budgeted fund?

Council Member Reid: Spoke on the Wastewater Rebate.

6) GENERAL PUBLIC INPUT

7) ADVISORY BOARD REPORT/ANNOUNCEMENTS

Mayor Hawkins spoke on the Youth Council. Thursday November 11, 2021 is Veterans Day, and thanked all that have served.

City Manager Rothweiler spoke about the city employees that have deployed and will be deployed.

City Attorney Nope spoke about the Mountain Lion that has been seen in the Twin Falls area.

8) PUBLIC HEARINGS

- a) Request for an Amendment to the Latitude 42 PUD to allow for tandem parking to be included in the required off street parking calculation c/o Paul Hilbig on behalf of Blue Terra Development LLC. (PZ21-0141)

Senior Planner Hart requested an Amendment to the Latitude 42 PUD to allow for tandem parking to be included in the required off-street parking calculation c/o Paul Hilbig on behalf of Blue Terra Development LLC. (PZ21-0141)

Mr. Hilbig spoke on behalf of the applicant.

Discussion ensued on the following:

Council Member Barigar: Has Blue Terra been the developer of other similar developments and are they functioning as presented? How would this be enforced?

Mayor Hawkins: Are these units rentals or available for purchase? What is the price range?

Council Member Reid: Asked what the parking space will fit?

Council Member Hawkins: Asked for clarification on the access to the buildings. Asked about the fire requirements on the cul-de-sack.

Public Hearing Opened: 6:25 pm

Public Hearing Closed: 6:26 pm

Discussion ensued on the following:

Council Member Hawkins: Spoke in favor of this proposal.

Mayor Hawkins: Spoke in favor of this proposal.

MOTION: Council Member Hawkins moved to approve the request for an Amendment to the Latitude 42 PUD to allow for tandem parking to be included in the required off-street parking calculation. **Council Member Reid** seconded the motion. The roll call vote showed all members present voted in favor of the motion, 5 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.
Canceled

10) ADJOURNMENT

The meeting adjourned at 06:27 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, November 15, 2021
To: Honorable Mayor and City Council
From: Bill Carberry, Airport Manager

Consent Calendar

Request: Request to approve an airport ground lease renewal with Reeder Flying Service.

Background: Reeder Flying Service dates back to the 1946 and is the current airport's original tenant. They provide aircraft fueling, ground handling, helicopter services, and aircraft hangar leasing. The existing lease will be expiring in 2022 and the purpose of this lease is to extend the term for 25 years, with an option for 15 additional years.

Approval Process: A majority vote of the Council is needed to approve the request.

Budget Impact: The approval will allow for the airport to continue to provide the critical aeronautical services that Reeder provides and receive the ground rent & fuel flowage fees associated.

Regulatory Impact: The airport's ground lease agreements are prepared by the City Attorney and terms of the agreement are wide ranging in the requirements to protect the interests of both parties. The agreements are also subordinate to the federal, state, and local laws and regulations required of the airport and the tenants.

Conclusion:

Staff recommends that the City Council approve the request to issue an airport ground lease renewal agreement with Reeder Flying Services Inc., and authorize the Mayor to sign the agreement.

Attachments: Airport Ground Lease

AIRPORT LEASE AGREEMENT - COMMERCIAL AVIATION OPERATIONS
REEDER FLYING SERVICE

EXHIBIT A

<u>Block Number</u>	<u>Lot Number</u>	<u>Square Footage</u>	<u>Remarks</u>
1	1	22,335	Main FBO Terminal
1	2	8,717	Hangars
1	6	4,359	Hangars
2	3	6,558	Fuel Truck Parking
9	3	12,355	Fuel Farm
6	4	4,080	Aero Equip Storage
6	8	4,800	Aero Equip Storage
10	1	1,341	Self Fueling
10	2	16,500	RFS Hangar 4
10	3	<u>16,500</u>	RFS Hangar 3
Total Square Footage		97,545	

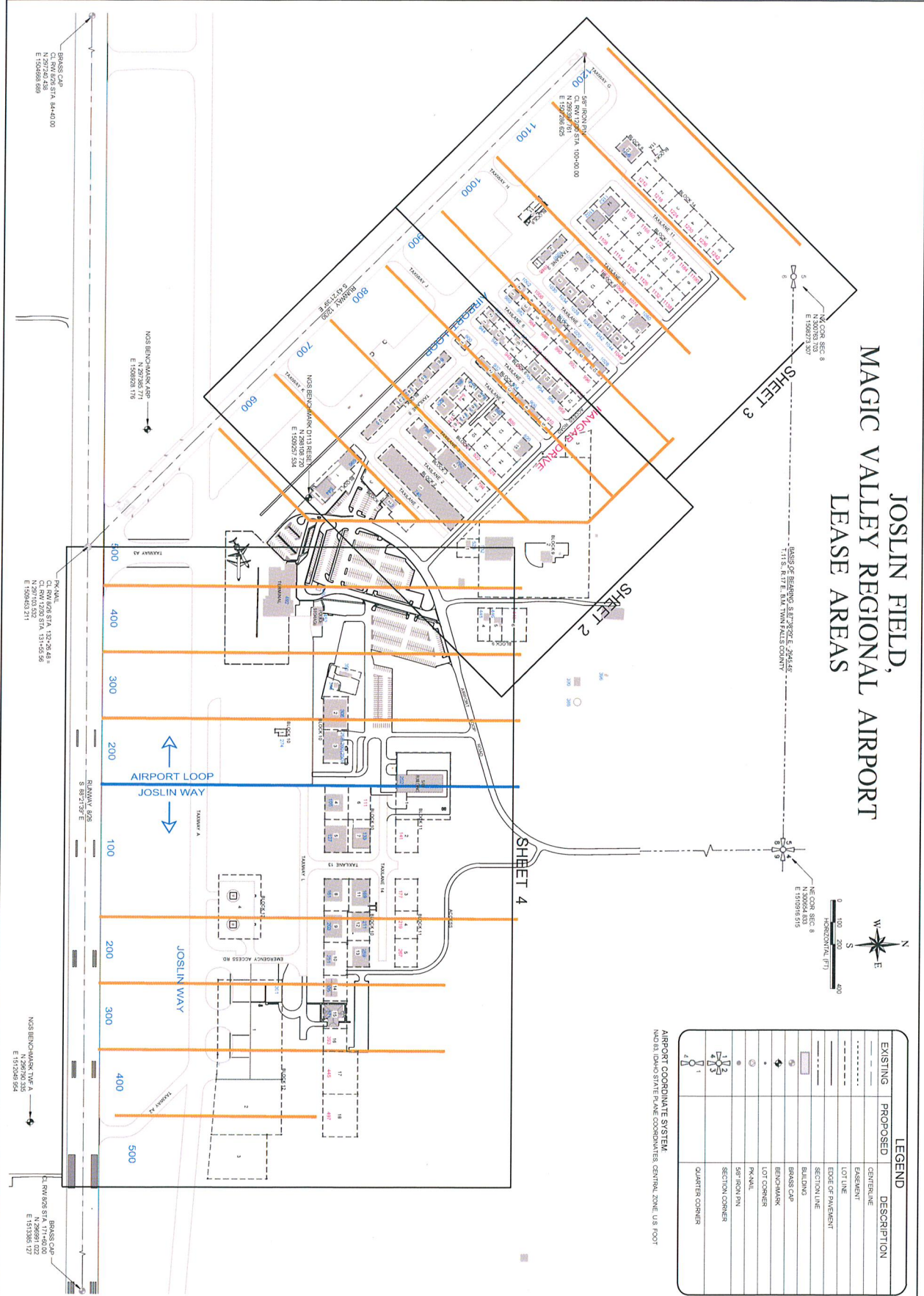
97,545sq ft @ .168 = \$16,387.56 (Annual Rent)

Total \$16,387.56/12 = \$1,365.63 (Monthly Rent)

Reader Flying Service Exhibit A - Commercial Ground Lease October 1, 2001

JOSLIN FIELD, MAGIC VALLEY REGIONAL AIRPORT LEASE AREAS

PLOT DATE 3/4/2014
T/CITY OF TWIN FALLS/TWIN FALLS AIRPORT/LEASE MAPS/DWG/LEASE MAPS.DWG



LEGEND	
EXISTING	PROPOSED
CENTERLINE	DESCRIPTION
RIGHT-OF-WAY	
LOT LINE	
EDGE OF PAVEMENT	
SECTION LINE	
BUILDING	
BENCHMARK	
LOT CORNER	
PKWY	
SPRINKLER	
SECTION CORNER	
QUARTER CORNER	

AIRPORT COORDINATE SYSTEM
NAD 83, IDAHO STATE PLANE COORDINATES, CENTRAL ZONE, U.S. FOOT



202 Falls Avenue
Twin Falls, ID 83301
Phone: (208) 732-2446
Fax: (208) 734-1748

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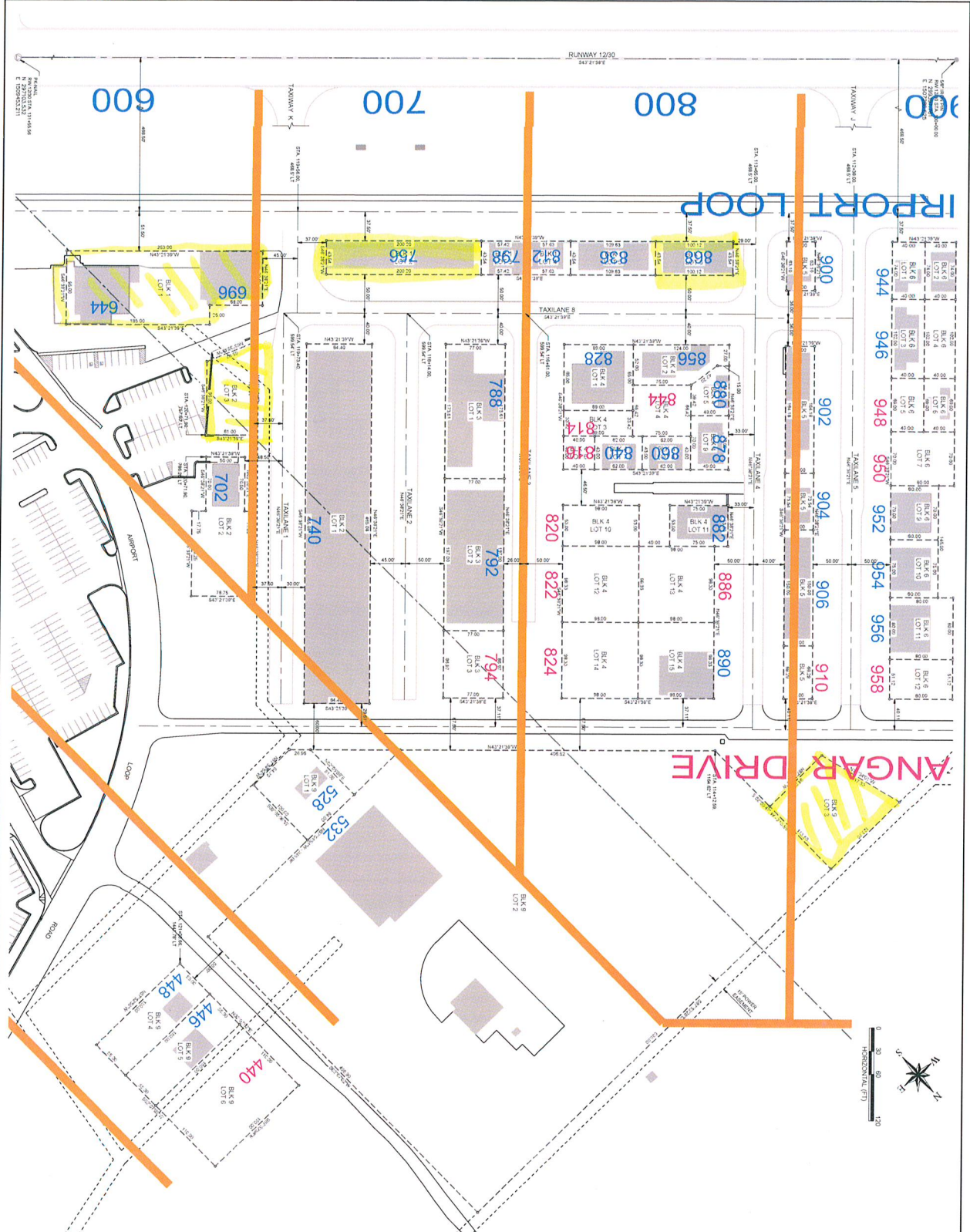
JOSLIN FIELD,
MAGIC VALLEY REGIONAL AIRPORT
LEASE AREAS

LAYOUT MAP

DESIGNED BY
CHECKED BY
DATE
SCALE
SHEET 1 OF 4

REVISIONS

NO.	DATE	BY	DESCRIPTION
1	1/30/14	MHL	REVISED LOTS 11, 12 BLK 10 & LOT 13 BLK 11
2	8/29/14	MHL	ADDED BLOCK 12 LOT 4
3	2/27/15	MHL	COMBINED LOTS 7 & 8, BLK 6
4	3/10/15	MHL	SPLIT BLOCK 13 LOT 1
5	1/15/14	VAS	REVISED BLOCK 9 & 10



LEASE AREAS	
LOT	BLK
1	1
2	1
3	1
4	1
5	1
6	1
7	1
8	1
9	1
10	1
11	1
12	1
13	1
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98	1
99	1
100	1

**JOSLIN FIELD,
MAGIC VALLEY REGIONAL AIRPORT
LEASE AREAS**

NORTHWEST LEASE AREA

REVISIONS

NO	DATE	BY	DESCRIPTION
1	3/30/14	MHL	REVISED LOTS 1, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100
2	3/30/14	MHL	ADDED BLOCK 12 LOT 4
3	3/30/14	MHL	COMBINED LOTS 7 & 8, BLK 6
4	3/30/14	MHL	SPLIT BLOCK 13 LOT 1
5	3/30/14	MHL	REVISED BLOCK 9 & 10

RIEDEL Engineering

202 Falls Avenue
 Twin Falls, ID 83401
 Phone: (208) 733-2446
 Fax: (208) 734-2446

DESIGNED: _____
 CHECKED: _____
 DRAWN: _____
 FILE NAME: _____
 LEASE MAPS DWG: _____
 DATE: _____
 DRAWING SCALE: _____
 AS SHOWN: _____

SHEET 2 OF 4

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LINE	BEARING	DISTANCE
1	N62°41'57.5" E	250.00
2	S41°10'07.5" W	40.00
3	S89°41'57.5" W	25.00

LEASE AREAS	REMARKS
LOT 1 (BLK 13)	1,500.00
LOT 2 (BLK 13)	1,500.00
LOT 3 (BLK 13)	1,500.00
LOT 4 (BLK 13)	1,500.00
LOT 5 (BLK 13)	1,500.00
LOT 6 (BLK 13)	1,500.00
LOT 7 (BLK 13)	1,500.00
LOT 8 (BLK 13)	1,500.00
LOT 9 (BLK 13)	1,500.00
LOT 10 (BLK 13)	1,500.00
LOT 11 (BLK 13)	1,500.00
LOT 12 (BLK 13)	1,500.00
LOT 13 (BLK 13)	1,500.00
LOT 14 (BLK 13)	1,500.00

BLK 6 LOT 8
 Lot 8
 11800 sq. ft.

BLK 14	BLK 13	BLK 8	BLK 7	BLK 6
1	1	1	1	1
2	2	2	2	2
3	3	3	3	3
4	4	4	4	4
5	5	5	5	5
6	6	6	6	6
7	7	7	7	7
8	8	8	8	8
9	9	9	9	9
10	10	10	10	10
11	11	11	11	11
12	12	12	12	12
13	13	13	13	13
14	14	14	14	14

JOSLIN FIELD,
 MAGIC VALLEY REGIONAL AIRPORT
 LEASE AREAS
 NORTHWEST LEASE AREA

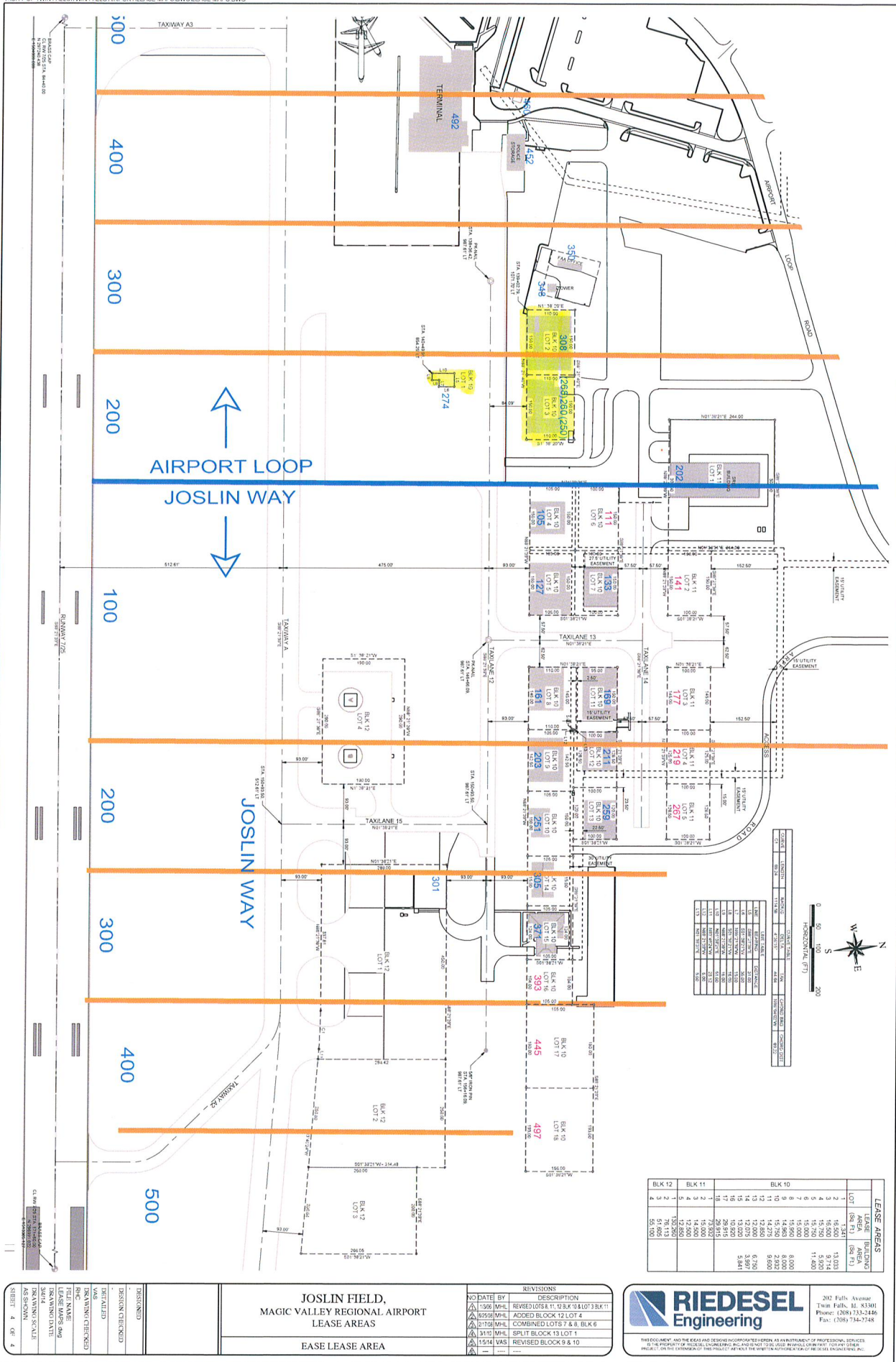
NO	DATE	BY	REVISIONS
1	3/4/2014	JOS	REVISED BLOCK 13 LOT 1
2	3/4/2014	JOS	REVISED BLOCK 6 & 10
3	3/4/2014	JOS	REVISED BLOCK 12 LOT 4
4	3/4/2014	JOS	COMBINED LOTS 7 & 8, BLK 6
5	3/4/2014	JOS	ADDED BLOCK 12 LOT 4
6	3/4/2014	JOS	REVISED BLOCK 13 LOT 1

RIEDEL Engineering

202 Fifth Avenue
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REVISIONS	DATE	BY	REVISIONS
1	3/4/2014	JOS	REVISED BLOCK 13 LOT 1
2	3/4/2014	JOS	REVISED BLOCK 6 & 10
3	3/4/2014	JOS	REVISED BLOCK 12 LOT 4
4	3/4/2014	JOS	COMBINED LOTS 7 & 8, BLK 6
5	3/4/2014	JOS	ADDED BLOCK 12 LOT 4
6	3/4/2014	JOS	REVISED BLOCK 13 LOT 1





BEFORE THE CITY COUNCIL OF THE CITY OF TWIN FALLS

In Re:)
)
PUD Amendment, Application,) FINDINGS OF FACT,
)
Blue Terra Development, LLC) CONCLUSIONS OF LAW,
)
) AND DECISION

Applicant(s)

This matter having come before the City Council of the City of Twin Falls, Idaho on Monday, November 8, 2021 for public hearing pursuant to public notice as required by law for a PUD Amendment to the Latitude 42 PUD to allow for tandem parking to be included in the required off street parking calculation, and the City Council having heard testimony from interested parties being fully advised in the matter, now makes the following

FINDINGS OF FACT

1. Applicant has applied for a PUD Amendment to allow to the Latitude 42 PUD to allow for tandem parking to be included in the required off street parking calculation.
2. All legal requirements for notice of public hearing have been met with advertisement taking place on the following dates: September 27, 2021 and October 25, 2021.
3. The property in question is zoned C-1 PUD pursuant to the Zoning Ordinance of the City of Twin Falls. The property is designated as Commercial in the duly adopted Comprehensive Plan of the City of Twin Falls.
4. The existing neighboring land uses in the immediate area of this property are: to the north, C-1 PUD Undeveloped/Pole Line Rd.; to the south, R-6 PUD/4-plexes under construction; to the east, C-1 PUD/Twin Falls Reform Church; to the west, R-1 VAR/Residential.

Based on the foregoing Findings of Fact, the City Council hereby makes the following

CONCLUSIONS OF LAW

1. The application for a PUD Amendment to the Latitude 42 PUD to allow for tandem parking to be included in the required off street parking calculation is consistent with the purpose of the C-1 PUD Zone and is not detrimental to any of the outright permitted uses or existing special uses in the area.

2. The proposed use is consistent with the provisions of the Comprehensive Plan and Zoning Ordinance of the City of Twin Falls, and in particular Sections 10-1-4, 10-1-5, 10-4-8, 10-12-2.3, Latitude 42 PUD #272 Amended of the Twin Falls City Code and the PUD Agreement.

3. The proposed use is proper use in the C-1 PUD Zone, subject to the conditions, which are attached as "Exhibit No. A", and incorporated by reference as though fully set forth herein.

4. The application for a PUD Amendment to the Latitude 42 PUD to allow for tandem parking to be included in the required off street parking calculation should be granted, subject to all applicable requirements of the Zoning Ordinance, Adopted Standard Drawings and City code of the City of Twin Falls and subject to the conditions, which are attached as "Exhibit No. A", and incorporated by reference as though fully set forth herein.

Based on the foregoing Conclusions of Law, the Twin Falls City Council hereby enters the following

DECISION

1. The applicant shall comply with all applicable requirements of the Adopted Standard Drawings, the Zoning Ordinance, and the City Code of the City of Twin Fall and incorporated by reference as though fully set forth herein.

MAYOR - TWIN FALLS CITY COUNCIL

DATE

APPLICATION #PZ21-0141



Date: Monday, November 15, 2021

To: Honorable Mayor and City Council

From: Ansina Durham, Organizational Development Coordinator

PRESENTATION

Request: Presentation of the ESGR (Employer Support of the Guard and Reserve) Statement of Support.

Time Estimate:

Presentation will take approximately 10 minutes, allow some time for questions.

Background:

The City of Twin Falls has forty-five service members and/or veterans employed in the organization. Of those forty-five, six are deployed or soon to be deployed. The City Manager and employees recognize that the Guard and Reserve are essential to the strength of our Nation and the well-being of our communities. We are eternally grateful for the sacrifices that they, and their families, make every day to defend our freedom. We present the ESGR Statement of Support in honor of their continued service and commitment to keeping our nation safe.

Introduction of Local ESGR Representative Gary Thomas to Mayor Hawkins and City Council members.

Statement of Support Program:

The Statement of Support Program is the cornerstone of ESGR's effort to gain and maintain employer support for the Guard and Reserve. The intent of the program is to increase employer support by encouraging employers to act as advocates for employee participation in the military. Supportive employers are critical to maintaining the strength and readiness of the Nation's Guard and Reserve units.

Approval Process:

N/A

Budget Impact:

N/A

Regulatory Impact:

N/A

History:

N/A

Analysis:

N/A

Conclusion:

N/A

Attachments:

None



Date: Monday, November 15, 2021

To: Honorable Mayor and City Council

From: Wendy Davis, Parks and Recreation Director, Parks and Recreation Director

ACTION ITEM

Request:

Request to confirm the appointment of Tim Hafer to the Public Art Commission.

Time Estimate:

Approximately 5 minutes.

Background:

The Public Art Commission was established by ordinance 2019-009 on September 19, 2019. Seven members were appointed and given staggered terms beginning July of 2020. The one year terms expired in August of 2021. Olivia Barrett served her one year term and has moved out of the area leaving a vacancy.

Applications for the Commission vacancy were opened and eight applications were submitted. An interview panel consisting of Mayor Suzanne Hawkins, City Council Liaison Shawn Barigar, and Parks and Recreation Director Wendy Davis interviewed all eight candidates. The candidates were well qualified and the decision was difficult.

The panel selected Tim Hafer to fill the Commission opening. Tim has completed his background check and, with council approval, will begin service at the December, 2021 Commission meeting.

Approval Process:

City Code 2-1-1 states that the board members be appointed by the Mayor and confirmed by the Council. This appointment will be for a 3 year term, and eligible for a second term in July of 2024.

Budget Impact:

Regulatory Impact:

Confirmation of this request will appoint Tim Hafer to the Twin Falls Public Art Commission.

History:

N/A

Analysis:

N/A

Conclusion:

Mayor Suzanne Hawkins recommends council approve this request.

Attachments:

None



Date: Monday, November 15, 2021
To: Honorable Mayor and City Council
From: Bill Carberry, Airport Manager

Request: Consideration of a request to approve an air service consulting contract with Volaire Aviation.

Background: SkyWest has recently decided to reduce Delta flights to Salt Lake and suspend United Flights to Denver. With the economic disruptions and imbalances created by the pandemic, airlines, SkyWest included, have been challenged with their network, fleets, and resources. The reductions we've seen recently have come as a product of reduced yields from high value business class travelers not returning as quickly as leisure and network capacity demand outpacing airline resources.

Many small markets like ours have historically, and are currently, served by SkyWest as pro-rate, "at risk" markets, wherein SkyWest funds the routes operating costs and receives a pro-rated amount of revenues with the major airline. Historically, and in good times especially, our pro-rate market has proven more profitable for them than the fixed contract arrangements they typically operate with their major airline partners (cost plus a % of profit). The pro-rate ("at risk") segment of SkyWest's business model is approximately 10%, with the balance being fixed fee contracts with their major partners (United, Delta, American, Alaska).

The Airport has utilized the services of air service consultants in the past, most recently, the 2017-2020 period leading up to the winning application for a Small Community Air Service Development grant and the establishment of the, now suspended, United Denver route. Due to the sad news that our former consultant passed away, I've developed a dialogue in recent months with one of the leading firms providing air service consulting in our region.

The attached contract with Volaire provides a menu of potential services to which we can enlist them as our requirements and efforts to seek new air service opportunities may dictate. Initially, we see an effort to address both Delta and United airlines directly with the merits of additional flights to Salt Lake with Delta, and the return of the Denver route with United through a contract arrangement with SkyWest.

Approval Process: A majority vote of the Council is needed to approve the request.

Budget Impact: The Airport did not anticipate this needed service and does not have the funding in this year's budget. Staff will be requesting approval of up to \$30,000 from airport reserve funds to begin working on our efforts with the consultant.

Regulatory Impact: The City Attorney has reviewed the attached agreement. Staff will be utilizing a task order process with the consultant to list each task's scope element and the associated fee as we incorporate services listed in the main contract.

Conclusion: Staff recommends that the City Council approve the contract with Volaire Aviation and authorize the use of up to \$30,000 from airport reserve funds for contract services.

Attachments: Volaire Aviation, Inc. Contract



CONSULTING SERVICES AGREEMENT

This Consultancy Agreement (the “Agreement”) is made and entered into by and between Volaire Aviation, Inc. (the “Consultant”) and the Magic Valley Regional Airport (the “Airport”) (Here after referred to individually as a “Party” and collectively as “the Parties”).

1. Engagement and Services

(a) Engagement. The Airport hereby engages the Consultant to provide and perform the services set forth in this section of the agreement (the “Services”), and the Consultant hereby accepts the engagement.

(b) Term. This agreement will begin upon signing and be in effect through December 31, 2022. This contract can be extended thereafter for one-year terms by mutual agreement.

(c) Scope of Work. Consultant will complete the following projects at the discretion of the Airport and only as directed by the Airport according to the professional services fee structure in this document.

1) **Business Case document development for retaining or improving air service or for recruiting new air service.**

Consultant will develop a comprehensive business case document for prospective airlines to review. The document will outline the Twin Falls market air service metrics and assist the prospective airline with decisions related to improving existing Twin Falls service or providing new Twin Falls service.

2) **Conference calls with incumbent airlines, politicians, DOT or community**

Consultant will support the Airport on conference calls with airlines, politicians, DOT or community leaders related to air service recruitment and air service options. Any reasonable follow up items for the consultant from the call are included.

3) **Community visits (as needed)**

Consultant will visit community for in-person presentation of state of the industry information, market detail, and other pertinent information for community meetings at Airport’s request. Presentation will include, as needed, presentation of and facilitation of community discussion of air service options.

4) **Meeting with airline planners, at airline headquarters or at Twin Falls**

Consultant will facilitate a meeting between the Airport and a prospective airline, either at airline headquarters or at Twin Falls during an airline site visit.

2. Consultancy Fees and Expenses

(a) Fee Schedule. Consultant will perform any or all of the work options only at the direction of the Airport. Fees for each option are as follows.

- | | |
|--|-----------------------------------|
| - Business Case document, Delta & United | \$6,000 first, \$4,000 second one |
| - Business Case document new entrant | \$4,000 each |
| - Conference calls and airline liaison | \$750 per conference call |
| - Community visits for industry update | \$4,000 per visit plus expenses |
| - Meeting with airline, at HQ or in Twin Falls | \$4,000 per meeting plus expenses |
| - Catchment Leakage Study (if needed) | \$12,000 |

(b) Expenses. Consultant shall be entitled to reimbursement for expenses reasonably incurred in the performance of the Services, upon submission and approval of written statements in accordance with the then regular procedures of the Airport. Reasonable expenses include, but are not limited to, travel (airfare, hotel, rental car, and meals), printing of materials and use of IPADS in an airline meeting. Consultant will invoice all expenses at cost plus a 10% administrative fee.

(d) Payment. The Consultant shall submit to the Airport invoices detailing the Services performed, expenses, and the amount due. All such invoices shall be due and payable within thirty (30) calendar days after receipt thereof by the Airport. Consultant can impose a \$100 late fee for proper invoices not paid within 30 days.

IN WITNESS WHEREOF, the Parties have duly executed this Agreement by their authorized representatives as of the date first written above.

Signed for and on behalf of
Magic Valley Regional Airport

Signed for and on behalf of
Volaire Aviation, Inc.

By: Bill Carberry
Title: Airport Manager

By: Michael Mooney
Title: Managing Partner



Date: Monday, November 15, 2021
To: Honorable Mayor and City Council
From: Troy Vitek, Assistant City Engineer

ACTION ITEM

Request:

Request to utilize Waste Water Reserves for installation of the Boiler at the Waste Water Treatment plant

Time Estimate:

Staff Estimates 15 minutes for presentation.

Background:

In the Early 1980's, a boiler was installed at the treatment plant as part of the expansion to provide compliance with state regulations for discharge. After 40 years of use in a harsh environment, it is time to replace the equipment. The Engineering department contracted design for the replacement with Jacob's Engineering, who had estimated the replacement cost at \$800,000. The project was broken into two fiscal years that included \$550,000 in last year's budget that rolled into reserves and \$250,000 in this year's budget. Jacobs designed a boiler and on September 13th Council authorized Engineering to execute a contract for procurement of the boiler with J Wilcox Company. Upon further determination that this is not an easy piece of equipment to just remove and replace with new technology, it was found that the building needed to be brought up to current code compliance. This is a significant change to what was originally anticipated and resulted in more substantial design work and installation of a new Heating/Ventilation system. The current estimate for installation is \$854,801. There also needs to be some updated programming and costs associated with Jacob's to review and be onsite during the installation. At this time, the new revised estimate is \$1,123,515 which includes installation, programming, out of scope design and a 10% contingency for unforeseen items. This \$1,123,515 also needs to include the purchase price of the boilers for \$269,115 for a total project cost of \$1,392,630. Engineering checked with finance and there are reserve funds available to cover the cost of this project.

Approval Process:

Majority vote of council is needed to approve the use of reserves for this budget change.

Budget Impact:

An impact to the Waste Water reserve fund in the amount of \$1,123,515 along with the encumbered FY20/21 amount of \$269,115 for a total of \$1,392,630.

Regulatory Impact:

N/A

History:

N/A

Analysis:

N/A

Conclusion:

Engineering recommends Council approve the use of reserve funds in the amount of \$1,123,515 for fiscal year 21/22 for installation of the boiler equipment.

Attachments:

1. Twin Falls Boiler Replacement Budget Reconciliation

Twin Falls WWTP Boiler Replacement Budget Review

11/4/2021

Boiler Design

Jacobs initial design budget for the boiler replacement project	106,000
Jacobs design change notice #1 for air permitting	50,000
Current Design Budget	156,000

Boiler Procurement - agreement signed 9/22/2021

Bryan Boiler w/Powerflame Burner	244,650
Automatic Fuel Changeover (CO#1)	2,117
Total Boiler Procurement	246,767
269,115 was committed from last year's budget	

Boiler Installation - cost projection

Boiler Installation 90% design cost estimate (see attached)	854,801
Boiler system integration allowance for programming by Banyan Technologies	20,000
Jacobs out of scope design effort	64,334
Jacobs bidding, contract award, and SDC (includes boiler procurement bidding and contracting)	98,900
Contingency 10% (construction material price, etc)	85,480
Total expected amount remaining to be funded	1,123,515

Total projected/upcoming funding (includes design, procurement, SDC, construction)	1,123,515
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Draft Schedule

Task	Assumed Duration	Assumed Schedule
1. Project Management	8 months	November 2021 – July 2022
2. Boiler Procurement Services During Bidding (Task Complete)	2 months	September – October 2021
3. Boiler Installation Services During Bidding	2 months	November – December 2021
4. Services During Construction	7 months	January – July 2022
5. Services During Closeout	1 month	July 2022



Date: Monday, November 15, 2021
To: Honorable Mayor and City Council
From: Wendy Davis, Parks and Recreation Director

ACTION ITEM

Request:

Update on Shoshone Falls Grade Road Project.

Time Estimate:

Presentation will take approximately 15 minutes. Allow some time for discussion.

Background:

In FY 2020, Twin Falls City Council allocated \$300,000 of Council directed capital funds to contract with an engineering firm to evaluate the existing Shoshone Falls and Dierke's Lake park roads and to develop recommended roadway improvements to reduce annual maintenance, improve safety, rehabilitate the pavement and provide for pedestrian access between Shoshone Falls Park and Dierkes Lake Park; then develop construction plans, specifications, and geotechnical recommendations for constructing the recommended alternatives. The project scope also included the preparation of bid documents and application for necessary permits.

JUB was selected and a scope of work was defined. The design of the project is 90% complete and recommendations have been made.

Staff will present the results of the project and is seeking council direction with regards to the recommended improvements.

Approval Process:

Should council choose to take action, a simple majority would approve a motion.

Budget Impact:

Regulatory Impact:

History:

N/A

Analysis:

N/A

Conclusion:

This was a council directed project and staff is seeking council wishes regarding the next step.

Attachments:

None