



Twin Falls City Council Agenda

Monday, February 7, 2022, 5:00 PM

203 Main Avenue East
Twin Falls, ID 83301

COUNCIL CHAMBERS

Members: Ruth Pierce, Christopher Reid, Craig Hawkins, Nikki Boyd, Shawn Barigar, Jason Brown, Spencer Cutler

- 1) CALL MEETING TO ORDER/CONFIRMATION OF QUORUM
- 2) PLEDGE OF ALLEGIANCE
- 3) PROCLAMATIONS
- 4) CONSENT CALENDAR
 - a) **ACTION ITEM:** Request to approve Accounts Payable for January 20 thru February 2, 2022.
By: Amy Luna, Finance Administrative Assistant
 - b) **ACTION ITEM:** Approval of minutes from the January 31, 2022 City Council Meeting.
By: Kelli Ebersole, Administrative Assistant
- 5) ITEMS OF CONSIDERATION
 - a) **PRESENTATION:** Presentation of the 5-year FAA Capital Improvement Plan for Joslin Field, Magic Valley Regional Airport
By: William Carberry, Airport Manager, Kent Atkin , JUB Engineers
 - b) **PRESENTATION:** A presentation on the finances of the City of Twin Falls for the first quarter of fiscal year 2021-2022. This presentation will be an overview of the tax-supported funds and the three major enterprise funds: Water, Wastewater and Sanitation.
By: Breanna Howard, CFO
- 6) GENERAL PUBLIC INPUT
- 7) ADVISORY BOARD REPORT/ANNOUNCEMENTS
- 8) PUBLIC HEARINGS
- 9) ADJOURNMENT

Any person(s) needing special accommodations to participate in the above-noticed meeting could contact Josh Palmer (208) 735-7312 at least two working days before the meeting. Si desea esta información en Español, por favor llame a Josh Palmer al teléfono (208) 735-7312.

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, January 31, 2022, 4:00 PM

203 Main Avenue East
Twin Falls, ID 83301
COUNCIL CHAMBERS

****SPECIAL MEETING****

The Twin Falls City Council will meet at 4:00 p.m., for the purpose of:
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.

The regular meeting will start at 5:00 p.m.

1) CALL MEETING TO ORDER/CONFIRMATION OF QUORUM

Mayor Pierce called the meeting to order at 04:02 PM
A quorum was present.

Members Present: Mayor Ruth Pierce, Vice Mayor Christopher Reid, Council Members Shawn Barigar, Jason Brown, Nikki Boyd, Craig Hawkins, Spencer Cutler

Staff Present: City Manager Travis Rothweiler, Deputy City Manager Mitch Humble, City Attorney Shayne Nope, Deputy City Manager Gretchen Scott, Public Information Officer Josh Palmer, Fire Chief Les Kenworthy, Airport Manager Bill Carberry, Planning and Zoning Director Spendlove, Police Chief Craig Kingsbury, Battalion Chief Mitch Brooks, Battalion Chief Eric Schultz, Battalion Chief Aaron Hudson, IT Kim Hafer, Administrative Assistant Kelli Ebersole

Vice Mayor Reid made a motion to adjourn to Executive Session.
Council Member Barigar seconded the motion.

Unanimously Approved by a vote of 7-0.

Meeting resumed at 5:00 pm.

2) PLEDGE OF ALLEGIANCE

Mayor Pierce 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.
Council Member Boyd seconded the motion.

Unanimously Approved by a vote of 7-0.

- a) Request to approve January 24, 2022, City Council Minutes.
- b) Request to approve an amended SkyWest airport lease agreement

5) ITEMS OF CONSIDERATION

- a) Presentation to recognize Twin Falls Fire Department's newly promoted Battalion Chief Aaron Hudson, take his oath of office, and pin his new rank badge.

Fire Chief Kenworthy presented the promotion Battalion Chief Aaron Hudson. Chief Kenworthy gave a background of Battalion Chief Hudson's employment and promotions. Mayor Pierce assisted with the reciting of the Oath of Office. Battalion Chief Hudson recited the Oath of Office and was pinned with his new rank badge.

- b) Presentation to recognize four new Twin Falls Fire Department firefighters, Avery Rooks, Cody Jueden, Christian Casey, and Mitchell Wilson for their completion of TFFD's Fire Recruit Academy, take their firefighter oath, and pinning their badges.

Fire Chief Kenworthy introduced the new recruit firefighters. Chief Kenworthy shared a slideshow of the Fire Recruit Academy and gave a background of each recruit. Each recruit introduced their families. Mayor Pierce assisted with the reciting of the Oath of Office. Each recruit recited the Oath of Office and were pinned with their badges.

- c) Request to adopt Ordinance 2022-004 for the Annexation of property located at 3262 E 3700 N.

Planning and Zoning Director Spendlove presented the procedure for the ordinance approval.

Planning and Zoning Director Spendlove shared the dates of the Public Hearings for this application; Planning and Zoning, November 30, 2021 and City Council, December 20, 2021.

MOTION: Vice Mayor Reid moved to suspend the rules and place Ordinance #2022-004 on third and final reading, by title only.
Council Member Boyd seconded the motion.

Unanimously Approved by a vote of 7 to 0.

Mayor Pierce read the Ordinance by title only.

MOTION: Council Member Barigar moved to adopt the Ordinance #2022-004.
Vice Mayor Reid seconded the motion.

Unanimously Approved by a vote of 7 to 0.

- d) Request to adopt Ordinance 2022-005 for the Annexation of property located at 3270 E 3700 N.

Planning and Zoning Director Spendlove shared the dates of the Public Hearings for this application; Planning and Zoning, November 30, 2021 and City Council, December 20, 2021.

MOTION: Council Member Boyd moved to suspend the rules and place Ordinance #2022-005 on third and final reading, by title only.

Council Member Brown seconded the motion.

Unanimously Approved by a vote of 7 to 0.

Mayor Pierce read the Ordinance by title only.

MOTION: Council Member Hawkins moved to adopt the Ordinance #2022-005.

Council Member Brown seconded the motion.

Unanimously Approved by a vote of 7 to 0.

- e) Request to adopt Ordinance 2022-006 for the Annexation of property located at the Northwest corner of the intersection of Kimberly Road and Hankins Road.

Planning and Zoning Director Spendlove shared the dates of the Public Hearings for this application; Planning and Zoning, December 14, 2021 and City Council, January 10, 2022. He stated there is an added provision to reconstruct Hankins Road.

MOTION: Council Member Cutler moved to suspend the rules and place Ordinance #2022-006 on third and final reading, by title only.

Vice Mayor Reid seconded the motion.

Unanimously Approved by a vote of 7 to 0.

Mayor Pierce read the Ordinance by title only.

MOTION: Vice Mayor Reid moved to adopt the Ordinance #2022-006.

Council Member Boyd seconded the motion.

Unanimously Approved by a vote of 7 to 0.

6) GENERAL PUBLIC INPUT

no one

7) ADVISORY BOARD REPORT/ANNOUNCEMENTS

Council Member Cutler stated the Youth Council is looking for new members. Anyone interested

can contact Council Member Cutler or Josh Palmer.

8) PUBLIC HEARINGS

None

9) ADJOURNMENT

MOTION: Vice Chair Reid made a motion to adjourn to Executive Session.
Council Member Barigar seconded the motion.

Unanimously Approved by a vote of 7 to 0.

The meeting adjourned to Executive Session at 05:41 PM

10) 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.



Date: Monday, February 7, 2022
To: Honorable Mayor and City Council
From: Bill Carberry, Airport Manager

Request:

Presentation of the 5-year FAA Capital Improvement Plan for Joslin Field, Magic Valley Regional Airport.

Time Estimate:

The staff presentation will take approximately 10 minutes with additional time needed for questions.

Background:

The airport has been able to utilize the FAA Master Plan process over the last year to review/refine the airport's capital needs in preparation for the upcoming 5-year period. Each year the airport updates its 5-year plan with the FAA to tune project priorities and budgeting.

The presentation will review projects from the recent past and outline the anticipated schedule for airport projects over the next 5-7 years. Please review the attached graphic synopsis of the projects and their tentative schedule. The schedule is not all-inclusive (ex. Slurry seals...), yet, outlines the major project priorities as identified in the Airport Master Plan.

Approval Process: N/A

Budget Impact:

The FAA Airport Improvement Program (AIP) grants for capital improvements are funded at 93.75% federal share with the remaining local match funded by airline Passenger Facility Charges (PFC's) collected by the airline and paid to the airport.

With the passage of the infrastructure bill, funding for additional projects seem to be possible based on recent guidance.

Regulatory Impact:

All pending FAA grants and projects require adherence to FAA regulatory requirements.

Conclusion:

Staff requests the City Council review the FAA Capital Improvement plan and ask questions they may have.

Attachments:

TWF- CIP Planning Graphic

TWF

DESIGN 2022-23

1

ENVIRONMENTAL ASSESSMENT
& 30% DESIGN OF NEW
RUNWAY 17/35



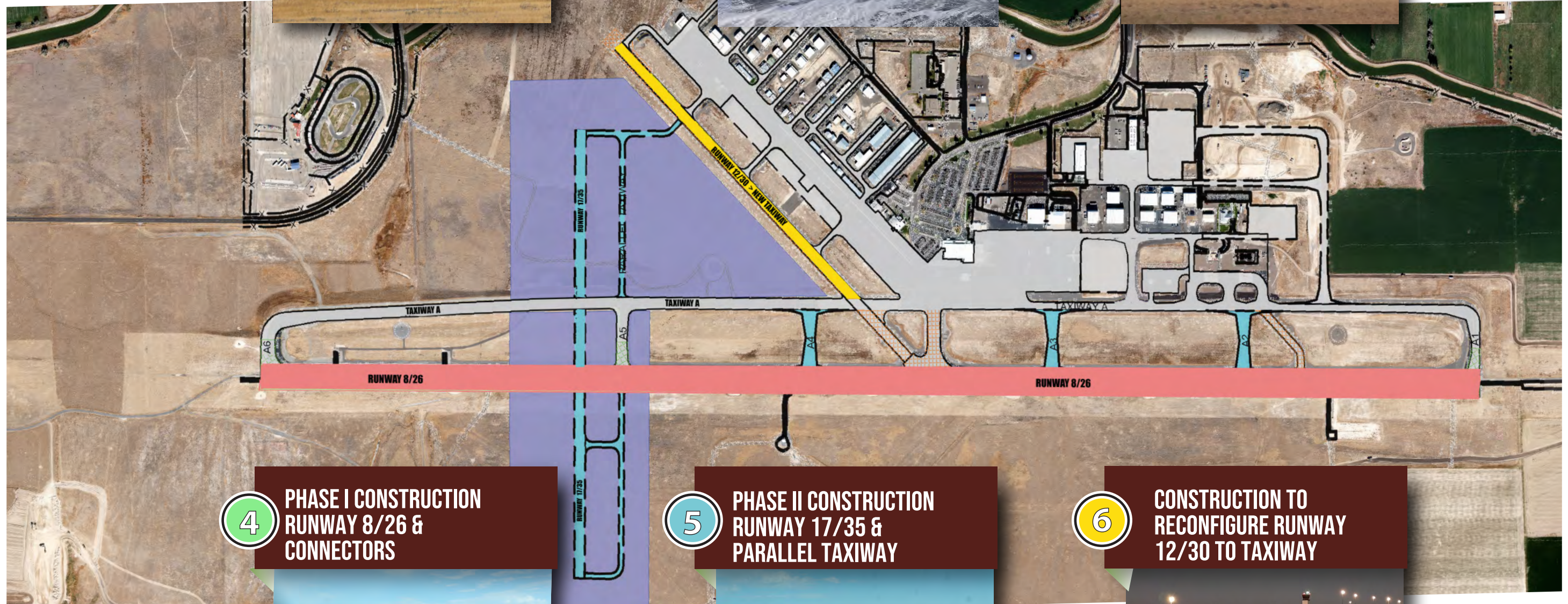
2

ACQUIRE MULTI PURPOSE
PLOW AND BROOM



3

FINAL DESIGN RUNWAYS
8/26 & 17/35



4

PHASE I CONSTRUCTION
RUNWAY 8/26 &
CONNECTORS



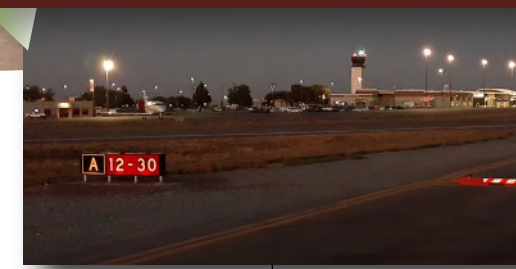
5

PHASE II CONSTRUCTION
RUNWAY 17/35 &
PARALLEL TAXIWAY



6

CONSTRUCTION TO
RECONFIGURE RUNWAY
12/30 TO TAXIWAY



CONSTRUCTION 2024-26



TWF AIP PROJECTS



Date: Monday, February 7, 2022
To: Honorable Mayor and City Council
From: Breanna Howard, CFO

PRESENTATION

Request:

A presentation on the finances of the City of Twin Falls for the first quarter of fiscal year 2021-2022. This presentation will be an overview of the tax-supported funds and the three major enterprise funds: Water, Wastewater and Sanitation.

Time Estimate:

The estimated amount of time for this presentation is 20-30 minutes, with additional time for Council questions.

Background:

The information presented includes a comparison of budget to actual information for revenues and expenditures in the tax supported funds and the three major enterprise funds. There will be an analysis on historical information and national comparisons.

Approval Process:

Budget Impact:

There is no budget impact.

Regulatory Impact:

N/A

History:

N/A

Analysis:

N/A

Conclusion:

There is no action required by the City Council.

Attachments:

1. 1st Qtr Tax Supported Funds
2. 1st Qtr Water Fund
3. 1st Qtr Wastewater Fund
4. 1st Qtr Sanitation Fund

City of Twin Falls
Summary of Tax-Supported Funds
December 31, 2021

3 of 12 months 25.0%

	<u>Budgeted Rev</u>	<u>Actual Rev</u>	<u>% Received to Date</u>
Property Taxes	\$ 25,532,027	\$ 1,514,231	5.9%
Franchise Taxes	1,787,000	507,435	28.4%
Permits	1,386,000	250,502	18.1%
Revenue Sharing-County, State, Liquor	4,500,001	1,238,243	27.5%
State Liquor Apportionment	780,000	185,514	23.8%
Street Fund-Highway Monies	3,500,000	734,726	21.0%
Court Revenues	190,000	47,717	25.1%
Street Sweeping	-	-	
Contributions	1,000	1,206	120.6%
Grants	90,000	939,006	1043.3%
Misc	868,989	394,978	45.5%
E-911	450,000	198,296	44.1%
Recreation Fees	514,000	100,091	19.5%
Airport Revenues	1,229,061	405,182	33.0%
Investment Interest	445,031	59,916	13.5%
Fire District	567,733	-	0.0%
Transfers	3,690,054	726,813	19.7%
Surplus Reserves	872,493	-	0.0%
Revenue Totals	\$ 46,403,389	\$ 7,303,856	15.7%

	<u>Budgeted Exp</u>	<u>Actual Exp</u>	
Personnel	\$ 29,851,671	\$ 7,305,651	24.5%
M & O	8,517,558	1,834,387	21.5%
Capital	6,096,001	777,076	12.7%
Transfers	1,938,159	288,840	14.9%
Expenditure Totals	\$ 46,403,389	\$ 10,205,954	22.0%

Excess/<Deficit>	\$ -	\$ (2,902,098)	
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City of Twin Falls
Water Fund
December 31, 2021

3 of 12 months	25.0%
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	<u>Budgeted Rev</u>	<u>Actual Rev</u>	<u>% Received to Date</u>
User Revenue	\$ 8,567,009	\$ 2,156,745	25.2%
Federal Grants			
Mandated Arsenic	2,300,000	110,928	4.8%
Turn-On, Tap, and Permit Fees	232,000	55,950	24.1%
Penalties and Voilations	40,000	14,587	36.5%
Irrigation Revenue	1,018,978	253,446	24.9%
Credit Card Processing Income	-	-	
Collected Bad Debts	20,000	2,372	11.9%
Investment Income	184,500	18,085	9.8%
Water Shares Lease Revenue	70,759	-	0.0%
Miscellaneous	46,400	14,000	30.2%
Transfers	675,699	168,925	25.0%
Surplus Reserves	-		
Revenue Totals	<u>\$ 13,155,345</u>	<u>\$ 2,795,038</u>	21.2%

	<u>Budgeted Exp</u>	<u>Actual Exp</u>	
Personnel	\$ 2,788,774	\$ 622,549	22.3%
M & O	2,895,300	424,919	14.7%
Capital	1,251,775	478,889	38.3%
Debt Service	1,217,750	-	0.0%
Transfers	1,404,342	351,086	25.0%
Expenditure Totals	<u>\$ 9,557,941</u>	<u>\$ 1,877,443</u>	19.6%

Excess/<Deficit>	\$ 3,597,404	\$ 917,595
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**City of Twin Falls
Wastewater Fund
December 31, 2021**

3 of 12 months	25.0%
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	<u>Budgeted Rev</u>	<u>Actual Rev</u>	<u>% Received to Date</u>
User Revenue			
Residential Users	\$ 7,544,261	\$ 1,856,041	24.6%
Industrial Users	2,141,780	700,333	32.7%
Municipal Users	148,144	41,278	27.9%
Turn-On, Tap, and Permit Fees	10,000	2,403	24.0%
Sewer Capacity Fees	-	31,332	
Penalties and Violations	100,000	76,253	76.3%
Investment Income	209,700	32,116	15.3%
Miscellaneous	3,000	946	31.5%
Surplus Reserves	190,864		
Revenue Totals	<u>\$ 10,347,749</u>	<u>\$ 2,740,702</u>	26.5%

	<u>Budgeted Exp</u>	<u>Actual Exp</u>	
Personnel	\$ 927,642	\$ 208,290	22.5%
M & O	3,454,363	1,074,351	31.1%
Capital	1,473,240	95,486	6.5%
Debt Service	3,482,281	-	0.0%
Transfers	1,010,223	252,556	25.0%
Expenditure Totals	<u>\$ 10,347,749</u>	<u>\$ 1,630,683</u>	15.8%

Excess/<Deficit>	\$ -	\$ 1,110,019
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**City of Twin Falls
Sanitation Fund
December 31, 2021**

3 of 12 months	25.0%
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	<u>Budgeted Rev</u>	<u>Actual Rev</u>	<u>% Received to Date</u>
Admin Fee	\$ 548,504	\$ 31,713	5.8%
User Fees	2,372,195	904,954	38.1%
Landfill Fees	853,263	38,008	4.5%
Investment Income	7,200	1,310	18.2%
Miscellaneous	-	459	
Surplus Reserves	-		
Revenue Totals	<u>\$ 3,781,162</u>	<u>\$ 976,444</u>	25.8%

	<u>Budgeted Exp</u>	<u>Actual Exp</u>	
M & O	3,220,870	560,020	17.4%
Transfers	530,183	132,546	25.0%
Expenditure Totals	<u>\$ 3,751,053</u>	<u>\$ 692,566</u>	18.5%

Excess/<Deficit>	\$ 30,109	\$ 283,878	
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