



Twin Falls City Council Agenda

Monday, May 23, 2022, 4:00 PM

203 Main Ave East
Twin Falls, ID 83301
Council Chambers

SPECIAL MEETING **AMENDED*****

The Twin Falls City Council will meet at 4:00 p.m., for the purpose of:
EXECUTIVE SESSION 74-206 (1)(a) To consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need. This paragraph does not apply to filling a vacancy in an elective office or deliberations about staffing needs in general.

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

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

- 1) CALL MEETING TO ORDER/CONFIRMATION OF QUORUM
- 2) EXECUTIVE SESSION
 - a) **ACTION ITEM:** **EXECUTIVE SESSIONS 74-206 (1)(a)** To consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need. This paragraph does not apply to filling a vacancy in an elective office or deliberations about staffing needs in general.
By: Travis Rothweiler, City Manager
- 3) PLEDGE OF ALLEGIANCE
- 4) PROCLAMATIONS - None.
- 5) CONSENT CALENDAR
 - a) **ACTION ITEM:** Request to approve Accounts Payable for May 12-18, 2022.
By: Amy Luna, Finance Administrative Assistant
 - b) **ACTION ITEM:** City Council May 16, 2022 Minutes.
By: Erin Parrish, Executive Assistant
 - c) **ACTION ITEM:** Request to approve the Wells Fargo Credit Commercial Card for March 2022.
By: Amy Luna, Finance Administrative Assistant
 - d) **ACTION ITEM:** Request to approve the Wells Fargo Credit Commercial Card for April 2022.
By: Amy Luna, Finance Administrative Assistant

- e) **ACTION ITEM:** Consideration of a request to approve the Annual Kermes event.
By: Lou Coronado, Sergeant, Twin Falls Police Department
- f) **ACTION ITEM:** Consideration of a request to approve the Crazy Dayz event
By: Lou Coronado, Sergeant, Twin Falls Police Department
- g) **ACTION ITEM:** Request to approve the Lee Family Broadcasting, Perrona Music Festival.
By: Lou Coronado, Sergeant, Twin Falls Police Department
- h) **ACTION ITEM:** Request to approve an extension of the 2022 Shoshone Falls After Dark special event permit at Shoshone Falls Park to June 12, 2022.
By: Lou Coronado, Sergeant, Twin Falls Police Department
- i) **ACTION ITEM:** Consider a recommendation from the Parks and Recreation Commission to accept a donation from Rita Johnson for a bench to be placed at Morning Sun Park.
By: Wendy Davis, Parks and Recreation Director

6) **ITEMS OF CONSIDERATION**

- a) **ACTION ITEM:** To confirm the appointment of Cortney Campbell to the Planning and Zoning Commission.
By: Jonathan Spendlove, Planning and Zoning Director
- b) **ACTION ITEM:** Consideration of a request to approve the expenditure of \$3.6 million from Water Department funds to finance the Hankins Pressure Zone project and authorize the Public Works Director to enter into a professional services contract to design the project and produce construction documents.
By: Josh Baird, Public Works Director
- c) **ACTION ITEM:** Discussion and Action on pursuing the creation of a Historic District for the area proposed by the Friends of the Avenues neighborhood interest group.
By: Jonathan Spendlove, Planning and Zoning Director

7) **GENERAL PUBLIC INPUT**

8) **ADVISORY BOARD REPORT/ANNOUNCEMENTS**

9) **PUBLIC HEARINGS - None.**

10) **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.
By: Travis Rothweiler, City Manager

11) **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, May 16, 2022, 5:00 PM

Council Chambers
203 Main Avenue East- Twin Falls, Idaho

1) CALL MEETING TO ORDER/CONFIRMATION OF QUORUM

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

Absent: None.

Staff Present: Travis Rothweiler, City Manager; Mitch Humble, City Manager; Lou Coronado, Sergeant, Twin Falls Police Department; Erin Parrish, Executive Assistant; Mandi Thompson, Assistant to the City Manager; Shayne Nope, City Attorney; Josh Palmer, Public Information Coordinator; Brent Wright, Captain, Twin Falls Police Department.

Mayor Pierce called the meeting to order at 05:00 PM.

A quorum was present.

2) PLEDGE OF ALLEGIANCE

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

3) PROCLAMATIONS

a) Idaho H.O.P.E. Week 2022

Mayor Pierce read the proclamation and declared May 16-20, 2022, as Idaho H.O.P.E. Week.

Kyli Gough with St. Luke's and **Kevin Sandau** with Juvenile **Justice**, accepted the proclamation.

b) Police Week and Peace Officers Memorial Day 2022

Mayor Pierce read the proclamation and declared May 15-21, 2022, as Police Week and Peace Officers Memorial Day. Joint proclamation with the City of Twin Falls and the County.

Captain Brent Wright, Twin Falls Police Department, accepted the proclamation with **Sheriff Tom Carter** and **Commissioners Jack Johnson, Don Hall and Brent Reinke**.

4) CONSENT CALENDAR

MOTION: Council Member Hawkins moved to accept the Consent Calendar as published. **Council Member Boyd** seconded the motion. Roll call vote showed all members present voted. Approved 7 to 0.

a) Consideration of a request to approve the Twin Falls Pride event.

b) Approval of the Findings of Fact and Conclusions of Law:
Federation Point Final Plat.

c) Consideration of a request to approve the annual 4th of July Fireworks show on Sunday, July 4, 2022.

d) Request to approve Accounts Payable for May 5-11, 2022.

- e) Consideration of a request to approve a Trust Agreement for the Residences at Breckenridge No. 1 Subdivision, a ZDA, placing all lots in trust.
- f) Consideration of a request to accept the Improvement Agreement for the purpose of developing Residences at Breckenridge No. 1 Subdivision.
- g) City Council May 10, 2022, Minutes.
- h) Consideration of a request to accept the Improvement Agreement for the purpose of developing Mary Alice Lake at The Preserve.
- i) Consideration of a request to approve a Trust Agreement for the Mary Alice Lake at The Preserve, a PUD, placing all lots, in trust.
- j) Consideration of a request by Stacy McClintock to approve the Magic Valley Youth Triathlon sponsored by the City of Twin Falls and scheduled for Saturday, June 25th, from 8:00 am to 1:00pm.

5) ITEMS OF CONSIDERATION

- a) Request for a permit to discharge an Airsoft Gun at the John K. Wilson Foundation Golf Tournament.

Mitch Humble, Deputy City Manager, introduced **Josh Hayes, Corporal, Twin Falls Police Department**, who presented the request on behalf of the John K. Wilson Foundation.

Discussion ensued on the following:

Vice Mayor Reid commented that he didn't know that it was illegal to discharge air soft guns in the City of Twin Falls.

MOTION: Vice Mayor Reid moved to approve a permit to discharge an airsoft gun at the John K. Wilson Foundation Golf Tournament. **Council Member Brown** seconded the motion. Roll call vote showed all members present voted. Approved 7 to 0.

- b) Request for funding allocations for Municipal Powers Outsource Grant (MPOG) applications. **Mandi Thompson, Assistant to the City Manager**, introduced the guidelines for the Municipal Powers Outsource Grant (MPOG) applications. Mandi requested that the All-Star Legacy Foundation be removed from consideration due to lack of information on non-profit status.

Each applicant gave a short presentation as follows:

- **Interlink Volunteer Caregivers (IVC) - \$10,000**
- **Living Independence Network Corporation (LINC)- \$10,000**
Vice Mayor Reid asked if the amount asked for would go toward the vouchers specifically.

- **Magic Valley Arts Commission (MVAC) - \$9,700**

Mayor Pierce asked for clarification on the amount being asked for; \$9,500 or \$9,700.

- **Pickleball Association of Twin Falls - \$10,000**

Council Member Boyd asked for clarification on MPOG policy and rules on partially funding a project.

Vice Mayor Reid had concerns about making improvements to someone else's for-profit business.

Council Member Brown asked about putting benches at Frontier Park.

- **Twin Falls Senior Center - \$10,000**

Mayor Pierce asked for clarification on the flooring costs.

Council Member Brown asked about resurfacing the concrete instead of replacing the flooring.

City Manager Rothweiler clarified that the Senior Center is owned by the City of Twin Falls.

- **Valley House - \$9,995**

Council Member Brown asked about whether the bikes stay the property of the Valley House.

- **Voices Against Violence (VAV) - \$10,000**

Mayor Pierce asked if the applicant was aware of a program called Tooth Fairy.

- **Wellness Tree - \$7,500**

Council Member Boyd asked about the amount of the grant she got from the CDC.

Shayne Nope, City Attorney, talked with the Pickleball Association and would like to table their request for now until a further date.

MOTION: Vice Mayor Reid moved to fund all MPOG applicants, except All Star Cheer Foundation, Pickleball Association, and Senior Center, in full for \$57,195. **Council Member Hawkins** seconded the motion. Roll call vote showed all members present voted. Approved 7 to 0.

- c) Request to adopt Ordinance #2022-010 for a Zoning District Change and Zoning Map Amendment.

Jonathan Spendlove, Planning and Zoning Director, presented the request.

MOTION: Vice Mayor Reid moved to place ordinance 2022-010 on third and final reading, by title only, by suspension of the rules. **Council Member Boyd** seconded the motion. Roll call vote showed all members present voted. Approved 5 to 0, 2 abstained.

Council Member Barigar and **Cutler** abstained.

MOTION: Council Member Boyd moved to adopt Ordinance #2022-010 for Zoning District Change and Zoning Map Amendments. **Council Member Hawkins** seconded the motion. Roll call vote showed all members present voted. Approved 5 to 0, 2 abstained. **Council Member Barigar** and **Cutler** abstained.

- d) Request to adopt Ordinance #2022-011 for an Amendment to the Federation Point ZDA. **Jonathan Spendlove, Planning and Zoning Director**, presented the request.

MOTION: Council Member Brown moved to put Ordinance #2022-011 on third and final reading by title only, suspension of the rules. **Vice Mayor Reid** seconded the motion. Roll call vote showed all members present voted. Approved 7 to 0.

MOTION: Council Member Hawkins moved to adopt Ordinance #2022-011 for an Amendment to the Federation Point ZDA. **Council Member Boyd** seconded the motion. Roll call vote showed all members present voted. Approved 7 to 0.

Short recess was taken at 6:25 PM and ended at 6:30 PM.

- e) Seeking City Council priorities on the development of the FY 2022-2023 budget. **Travis Rothweiler, City Manager**, presented the FY 2022-2023 budget.

Discussion ensued on the following:

Council Member Cutler asked about trying to keep utility costs the same.

Vice Mayor Reid asked about the 3.5% compensation adjustment versus the 6% that other companies are offering.

Mayor Pierce asked what Travis would like the council to focus on.

6) GENERAL PUBLIC INPUT

None.

7) ADVISORY BOARD REPORT/ANNOUNCEMENTS

Council Member Brown reported on the Twin Falls Foundation Meeting.

Vice Mayor Reid thanked Parks and Recreation for the track meet for kids they put on.

Mayor Pierce mentioned that the Historic Preservation Commission has two openings.

8) PUBLIC HEARINGS

None.

9) ADJOURNMENT

The meeting adjourned at 07:21 PM.

Erin Parrish, Executive Assistant

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



Date: Monday, May 23, 2022
To: Honorable Mayor and City Council
From: Lou Coronado, Sergeant, Twin Falls Police Department

ACTION ITEM

Request:

Consideration of a request to approve the Annual Kermes event.

Time Estimate:

Staff is requesting that this item be placed on the Consent Calendar.

Background:

The Annual Kermes event, also known as the Hispanic Food Festival, is a fundraising event for St. Edwards Parish and the St. Edwards Catholic School. This event will be held in Twin Falls City Park on August 7, 2022, from 10:00 a.m. to 8:00 p.m.

The Kermes event is described as a family-friendly, community social event open to the public. Admission to the event is free and it will include activities for the entire family. There will be specific activities planned for children, which include bounce houses. Local vendors will have booths set up to sell food and miscellaneous items.

There will be amplified sound at this event. There will be five (5) live bands playing in the park band shell from 1:00 p.m. to 8:00 p.m.

It is estimated that there will be approximately 300-400 people attending the event this year. This estimate is based on last year's attendance.

Arrangements have been made for additional trash receptacles and portable toilets to be in the park during the event.

There will be no alcohol sold at this event. There were no calls for service generated for the Twin Falls Police Department at last year's event, therefore no security is required.

Approval Process:

Consent of the Council

Budget Impact:

There is no impact to the budget.

Regulatory Impact:

N/A

History:

N/A

Analysis:

N/A

Conclusion:

Twin Falls Police Department Staff and several relevant City Staff members have approved this application request. Staff recommends that the City Council approve the Special Event Application based on the information provided.

The Twin Falls Police Department Staff recommends that the on-duty Patrol Supervisor be given the authority to order the event organizers to mitigate the sound of amplified music if necessary. If there are continued noise complaints, disturbances by those participating in the event, and non-compliance, the on-duty Patrol Supervisor shall have authority to terminate the event.

Attachments:

None



Date: Monday, May 23, 2022
To: Honorable Mayor and City Council
From: Lou Coronado, Sergeant, Twin Falls Police Department

ACTION ITEM

Request:

Consideration of a request to approve the Crazy Dayz event

Time Estimate:

Staff requests this item be placed on the consent calendar.

Background:

Kindsey Taylor, on behalf of the Brass Monkey, has submitted a request to hold the Crazy Dayz event Saturday, June 4, 2022, from 10:00 a.m. to 6:00 p.m. This includes a request to close Main Avenue from Hansen St. to Gooding Street to allow for the festivities.

The event will start at 10:00 a.m. Later at 12:00 p.m., there will be an Old West Shootout sponsored by the Orpheum Theater. This "shootout" will be re-enacted at 3:00 p.m.

There will be a temporary stage located in the 100 block of Main Ave West. There will be both live and pre-recorded music throughout the event. There will be a Kids Zone with a petting zoo, bounce house and face painting in the downtown area.

There will be multiple vendors and retailers that will place merchandise on the sidewalks for sale. There will be food and alcohol available from these merchants as well.

The organizers have arranged for trash receptacles, dumpsters, and portable toilets to be placed at the event. The event sponsors will be required to provide cleanup in all areas affected by the event, to include outlying areas surrounding the event location. There will be portable toilets provided in different locations throughout the event area.

There will be no alcohol served by event organizers; however, it will be available for purchase from local businesses in the area who are licensed to serve alcohol under the guidelines of their alcohol licenses.

Due to the large, anticipated crowd size of this event, and the serving of alcohol by businesses on site, the Twin Falls Police Department Staff has recommended that two (2) on duty police officers be assigned to this event as security. The organizers of the event have agreed to pay for this expense. During last year's event, the Twin Falls Police Department provided two uniformed officers for event security. The event organizer was slow to make payment for the security provided for the Crazy Dayz event.

This event **will occur on the same day** as the Western Days Parade and Western Days activities in the Twin Falls City Park. Chief Kingsbury does not have any objections to both events occurring on the same day.

The event organizer will be responsible for street closure and will ensure that it is compliant with the

Manual on Uniform Traffic Control Devices (MUTCD).

Approval Process:

Consent of the City Council

Budget Impact:

There will be no budgetary impact from this event as the event organizer will be responsible for security costs and road closures.

Regulatory Impact:

N/A

History:

N/A

Analysis:

N/A

Conclusion:

Staff recommends that the City Council approve the Special Event Application submitted for Crazy Dayz based on the information provided.

Attachments:

None



Date: Monday, May 23, 2022
To: Honorable Mayor and City Council
From: Lou Coronado, Sergeant, Twin Falls Police Department

ACTION ITEM

Request:

Request to approve the Lee Family Broadcasting, Perrona Music Festival.

Time Estimate:

Staff recommends this item be placed on the consent calendar.

Background:

Benjamin Reed has submitted a special events application requesting to hold the Lee Family Broadcasting, Perrona Music Festival on June 19, 2022. This event will be held at the Twin Falls City Park band shell. The event is scheduled to take place from 1:00 p.m. until 8:00 p.m.

The Perrona Music Festival is a family-friendly festival that will feature live music, dancing and multiple activities for people of all ages. The music will be provided by several live band acts along with DJ music.

There will be multiple food vendors on location with food for sale. There will be alcohol sold and served at this event. A beer garden will be established, and identification will be checked for anyone entering the beer garden.

There has been an acceptable plan submitted for parking and the removal of trash. Also, the organizer has submitted the necessary insurance to cover the event.

Approval Process:

Consent of the City Council

Budget Impact:

Alcohol will be sold and served at this event. The police department administration recommends (2) sworn law enforcement personnel provide security from 1:00 p.m. until 8:00 p.m. Mr. Reed requested that TFPD provide security for the event at \$65 an hour. The total for two officers to work security detail will be \$910. which the event organizer has agreed to pay.

Regulatory Impact:

N/A

History:

N/A

Analysis:

N/A

Conclusion:

Relevant City Staff members have approved the Special Events Application request. The Twin Falls Police Department Staff recommends that the on-duty Patrol Supervisor be given the authority to order the event organizers to mitigate the sound of amplified music. If there are continued noise complaints or disturbances by those participating in the event, and non-compliance, the on-duty Patrol Supervisor shall have authority to terminate the event. Based on this request, and the information provided, the staff recommends that this event be approved.

Attachments:

None



Date: Monday, May 23, 2022
To: Honorable Mayor and City Council
From: Lou Coronado

ACTION ITEM

Request:

Request to approve an extension of the 2022 Shoshone Falls After Dark special event permit at Shoshone Falls Park to June 12, 2022.

Time Estimate:

The presentation of this event will take approximately 5 minutes, allowing time for comments and questions.

Background:

Melissa Barry, representing Southern Idaho Tourism, has submitted a special events application requesting to hold the Shoshone Falls After Dark event at Shoshone Falls Park each night during April 28th - May 31, 2022. This event will take place from 8:00 p.m. until approximately 11:30 p.m. on all nights during the month of May. Clean-up and closure will be completed by approximately 12:00 a.m. Southern Idaho Tourism has requested to hold the Shoshone Falls After Hours event. The event consists of high-powered LED lights illuminating the Shoshone Falls. The lighted falls will be accompanied by pre-recorded, amplified music playing at the park. The lighting will be similar to lighting used at Niagara Falls. Vehicles will pay a fee at or near the ticket booth for entrance to the event. The event organizer has not provided the fee that they intend on charging for the event. Attendance at this event will be limited by the number of parking spaces available in the parking lot of Shoshone Falls Park. The event will be open to the public and will not require reservations. As vehicles leave the event, other vehicles will be allowed to enter. It is estimated that each vehicle will stay approximately 20 minutes. There will be food and drink available for purchase at the park from a single vendor. Alcohol will not be served at this event. Organizers of the event will have booth for lost children or emergency medical services. Organizers have hired a private security company to help maintain security and safety around the canyon edge and in the area of the park. This security company is the same company used by the Twin Falls Parks Department for daytime security at Shoshone Falls Park and Dierkes Lake Park. This event last year presented small issues: ☐ One-night patrons consumed alcohol in the VIP tent without proper permitting. ☐ Neighbors complained that lighting shined into windows of the residences. ☐ Neighbors complained that the sound system was a little too loud. Date: Monday, February 14, 2022, Council Meeting To: Honorable Mayor and City Council From: Sergeant Lou Coronado, Twin Falls Police Department These issues were discussed with the event organizer, and we were assured that this will not happen this year. We were informed that these issues were taken care of last year when they presented themselves. This event has been presented to encourage overnight stays and dining as well as other visitor spending in the City of Twin Falls and surrounding areas. The event organizer anticipates that the event will increase tourism revenue similar to the increases observed during the Lights and Lasers event. The organizer recognizes that this event is approved contingent upon current COVID 19 regulations and recommendations. The City of Twin Falls reserves the right to cancel or postpone this event for the safety of participants and the citizens of Twin Falls. If this event is approved, the organizer will take all required precautions to safeguard those attending the event and may be required to implement additional safety measures as deemed necessary by Twin Falls City Staff.

Approval Process:

Consent of the Council.

Budget Impact:

There is no budgetary impact associated with this event.

Regulatory Impact:

N/A

History:**Analysis:****Conclusion:**

Relevant City Staff members have reviewed this Special Events Application request. Based on the information provided, Staff recommends that this event be approved. The Twin Falls Police Department Staff recommends that the on-duty Patrol Supervisor be given the authority to order the event organizers to mitigate the sound of amplified music. If there are continued noise complaints and non-compliance, the on-duty Patrol Supervisor shall have the authority to terminate the event.

Attachments:

None



Date: Monday, May 23, 2022
To: Parks and Recreation Commission
From: Wendy Davis, Parks and Recreation Director

ACTION ITEM

Request:

Consider a recommendation from the Parks and Recreation Commission to accept a donation from Rita Johnson for a bench to be placed at Morning Sun Park.

Time Estimate:

N/A

Background:

On July 20, 2009, Twin Falls City Council approved the Parks and Recreation Department's donation policy. The policy states:

All proposed donations shall be reviewed by the Twin Falls Parks and Recreation Commission and a recommendation made to the Twin Falls City Council. Council approval shall happen through the consent calendar, unless deemed necessary for consideration.

Park Equipment – this type consists of the purchase and installation of equipment typical to parks and recreation facilities such as benches, drinking fountains, permanent picnic tables, and playground equipment, as may be consistent with the Master Plan for the Twin Falls Parks & Recreation Department or approved by the Twin Falls Parks & Recreation Department or the Twin Falls Parks & Recreation Commission.

Inscription –The text of memorials to individuals may include the name of the person being dedicated to, honored, or memorialized, the dates of the birth and death of that person or the date of the dedication or when honored.

Plaque inscriptions may include the following language in addition to the name of the person and the date. "In Memorium", "In Memory of", "In Honor of" or "Donated by"

On May 10, 2022, the Parks and Recreation Commission approved the request from Rita Jackson to donate a bench to be placed at Morning Sun Park. The approval required the removal of the last line on the plaque inscription, "Loving husband, Dad and Tata" in order to comply with the updated Donation Policy.

Please see the attached Donation Request Form from Rita Jackson. The request to donate a bench is in alignment with the Donation Policy defining "Park Equipment". The donor would like the bench to be placed at Morning Sun Park. and the Parks Superintendent concurs that is a suitable location for the bench to be placed.

Approval Process:

A simple majority will approve the request.

Budget Impact:

N/A

Regulatory Impact:

Approval of this request will allow the donor to move forward with a bench purchase.

History:

Analysis:

Conclusion:

The request is in alignment with the Donation Policy for Park Equipment, and the requested location is approved by the Parks and Recreation Department.

Attachments:

1. RJackson Donation 2022



TWIN FALLS PARKS AND RECREATION

136 Maxwell Ave. • PO Box 1907 • Twin Falls, ID 83303 • Phone: 208-736-2265 • Fax: 208-736-1548

DONATION REQUEST FORM

Date: 3/14/2022

Requested by: Rita E. Jackson

Address: 1586 Temple View Way

Street Address

Twin Falls

ID

83301

City

State

Zip Code

Home Phone: 208-404-2150
(Area Code)

Work Phone: na
(Area Code)

Donation Requested: Park Bench

(Tree, bench, drinking fountain, picnic tables, playground equipment, picnic shelters, etc.)

Location Requested: Morning Sun Park

Alternative Location: _____

Plaque Inscription: In Memory of
Claude Anthony Jackson

JULY 12, 1955 - FEBRUARY 17, 2022

Loving Husband, Dad, and Tata

*Send this form to Twin Falls Parks & Recreation, P.O. Box 1907, Twin Falls, ID 83303.
For further information, please contact the Parks & Recreation office at (208) 736-2265.*

FOR OFFICE USE ONLY

Donation Name: _____

Site: _____ Type: _____

Completion Date: _____

The Benefits are Endless...



Date: Monday, May 23, 2022
To: Honorable Mayor and City Council
From: Jonathan Spendlove, Planning and Zoning Director

ACTION ITEM

Request:

To confirm the appointment of Cortney Campbell to the Planning and Zoning Commission.

Time Estimate:

Approximately five (5) minutes.

Background:

A member of the Planning and Zoning Commission, Curtis Hansen, recently tendered his resignation due to a change in primary address. Curtis had served on the Commission for 4 years, one full term and one year of his second term.

The City had recently published a request for volunteers during the month of February. Mayor Ruth Pierce, PZ Commission Chair Craig Kelley, and PZ Director Jonathan Spendlove reviewed the applications and conducted interviews. While only 2 openings were available at the time, Courtney Campbell was identified as a possible future candidate if any openings occurred.

Mayor Pierce and PZ Director Jonathan Spendlove conducted an interview and found Courtney to be an excellent choice to fill the vacant position. Her background in small business entrepreneurship, and her interests in civic engagement will bring a balanced perspective to the Planning Commission.

Approval Process:

A simple majority vote of the Council is needed to approve this request.

Budget Impact:

NA

Regulatory Impact:

Approval of this request will fill the vacant Planning and Zoning Commission seat.

History:

Analysis:

Conclusion:

The Council is tasked with making a decision on the Mayoral appointment of Courtney Campbell to the Planning and Zoning Commission to finish a partial 3 year term.

Attachments:

None



Date: Monday, May 23, 2022
To: Honorable Mayor and City Council
From: Josh Baird, Public Works Director

ACTION ITEM

Request:

Consideration of a request to approve the expenditure of \$3.6 million from Water Department funds to finance the Hankins Pressure Zone project and authorize the Public Works Director to enter into a professional services contract to design the project and produce construction documents.

Time Estimate:

Staff anticipates approximately 5-10 minutes for this agenda item.

Background:

The Hankins Pressure Zone project has been identified as a need for several years. The current boundaries within the pressure zone have a large elevation difference between them. This elevation difference creates very high water pressures at one end of the zone while having very low pressures at the other end. Since the City must adhere to both minimum and maximum pressure standards, it is difficult to provide pressure that is high enough for additional development in some areas without exceeding maximum pressure in other locations.

The project will split existing zones into areas that have less of an elevation difference between them. These new zones will thereby reduce the wide pressure variability and provide a more consistent and standard pressure throughout each affected zone. They will also reduce the operating costs for existing pump stations.

In order to accomplish this, the area needs to be analyzed in depth and designed. Many new water valves will need to be installed to isolate the zones from each other. Along with many new valves, several thousand feet of new water pipe will need to be installed to provide the newly formed zones with the needed interconnectivity to have a looped and redundant system.

If funded, the project will take most of a year to design and hopefully be ready for construction during the summer of 2023.

Approval Process:

A majority vote of City Council to authorize the expenditure of funds.

Budget Impact:

This project will be the first project of many future capital projects anticipated to be funded using the additional revenue the water fund receives as a result of the change of the water fee structure that was put into place at the beginning of this fiscal year.

Regulatory Impact:

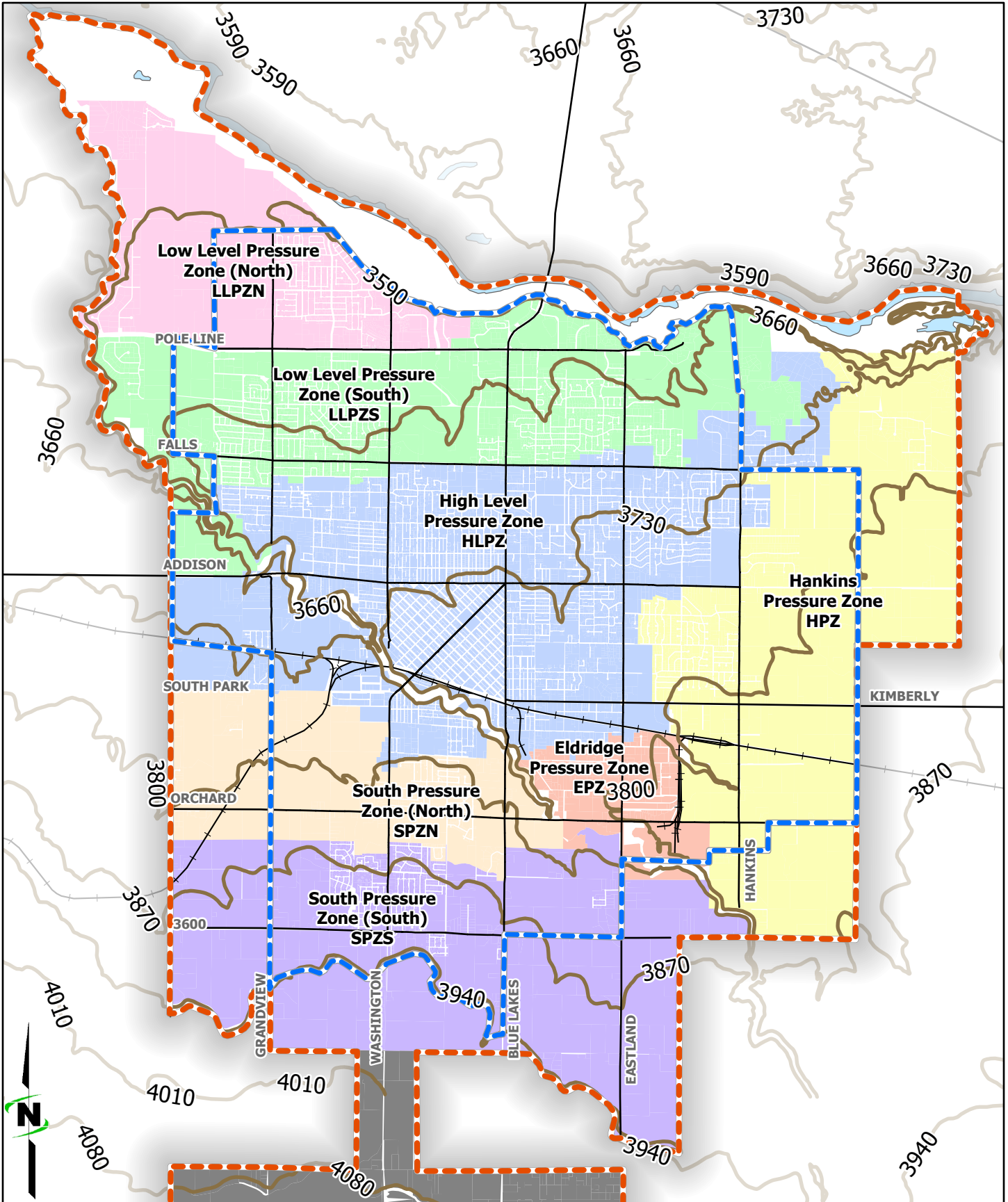
History:

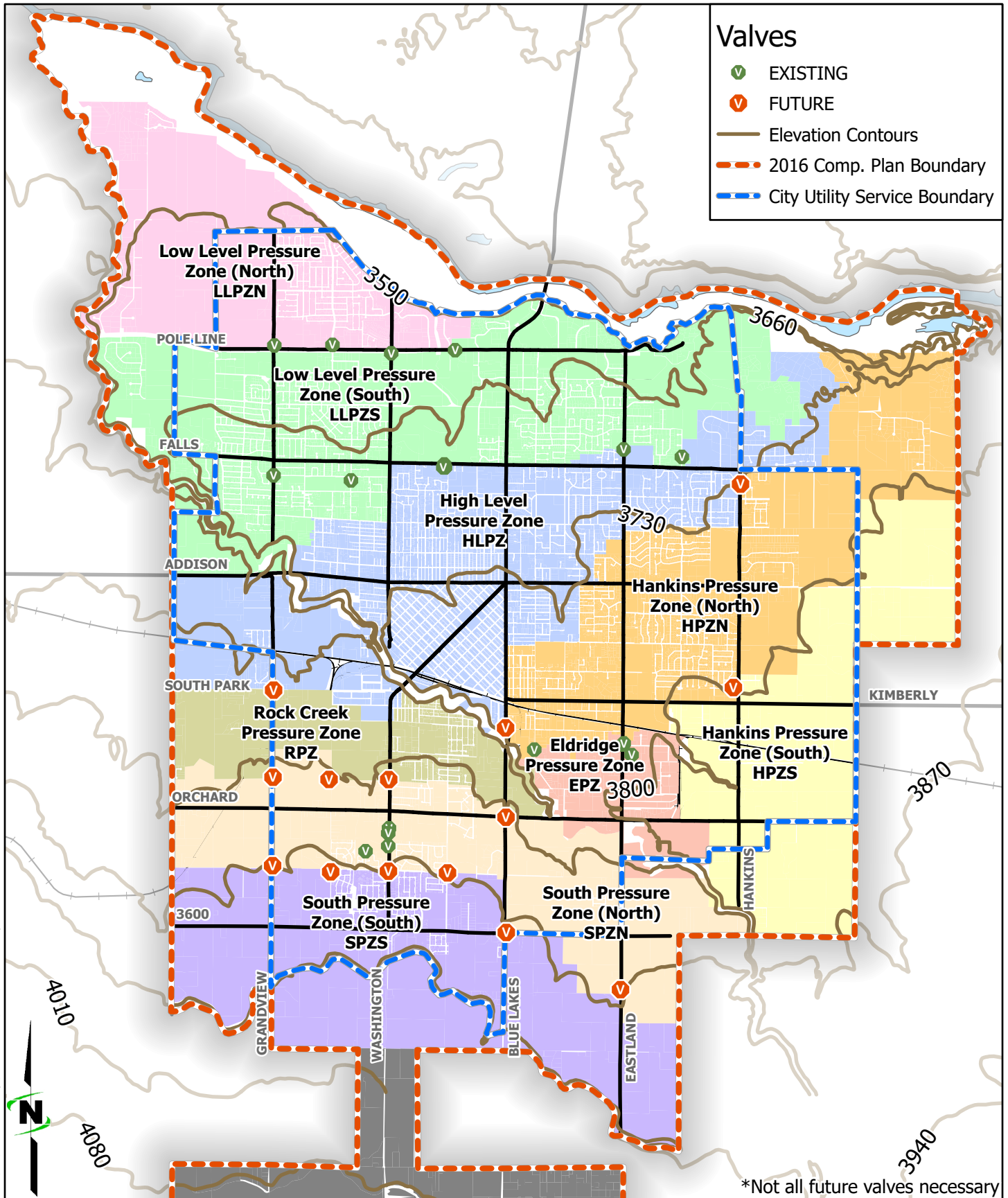
Analysis:**Conclusion:**

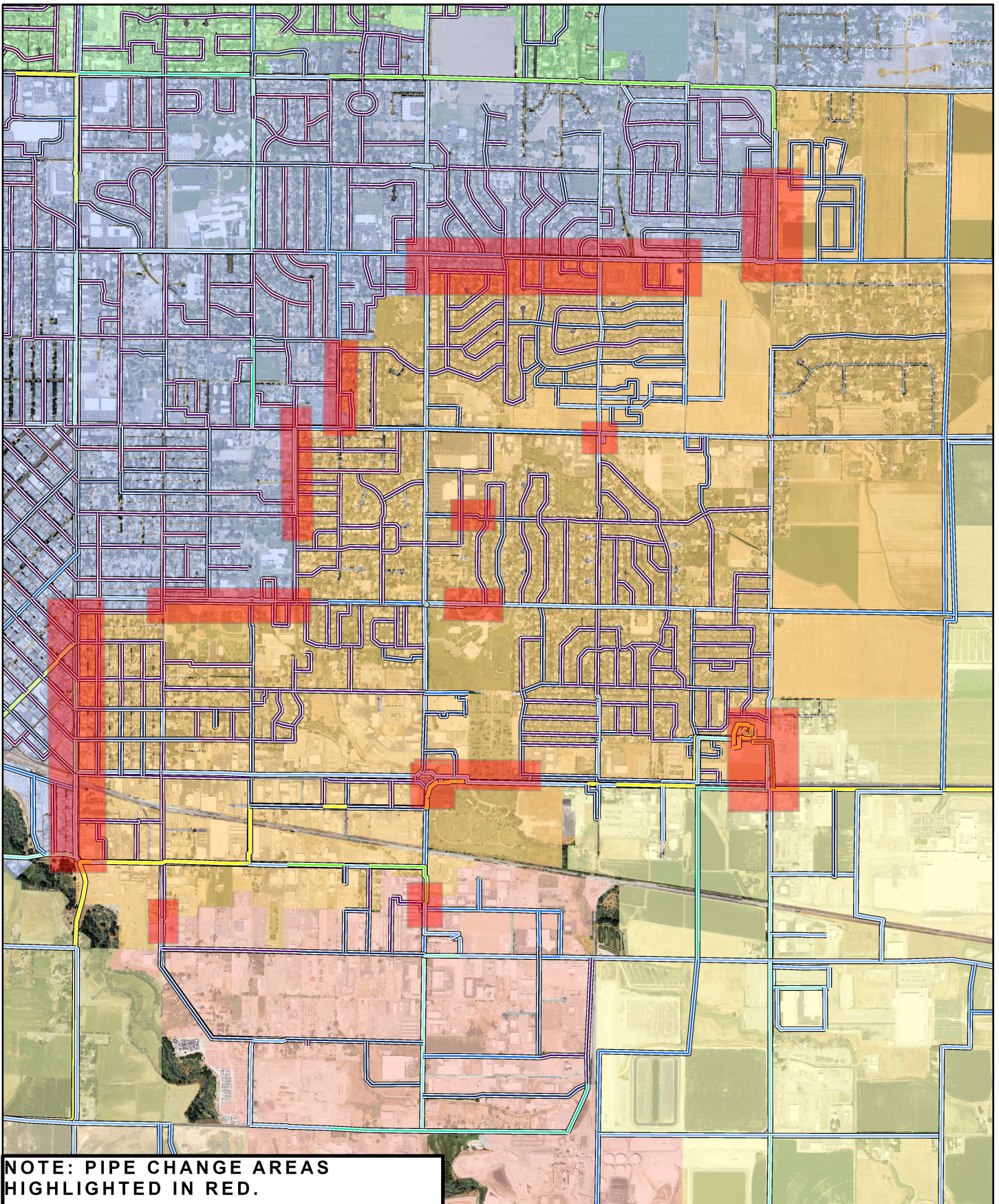
City staff recommends City Council authorize the use of \$3.6 million to fund the Hankins Pressure Zone project and authorize the Public Works Director to sign a contract with a consultant to begin the detailed design of the project and the creation of construction documents.

Attachments:

1. Hankins Pressure Zone Exhibits







Hankins Pressure Zone Changes Overview

0 500 1,000 2,000

1 inch = 2,000 feet





Date: Monday, May 23, 2022
To: Honorable Mayor and City Council
From: Jonathan Spendlove

ACTION ITEM

Request:

Discussion and Action on pursuing the creation of a Historic District for the area proposed by the Friends of the Avenues neighborhood interest group.

Time Estimate:

Approximately twenty five (25) minutes for staff presentation, questions from Council are anticipated to extend that time.

Background:

In March 2022, Kate Lopez, representative for the Friends of the Avenues, presented an item at the Historic Preservation Commission requesting a recommendation to City Council to begin the process of creating a locally recognized Downtown Historic Residential District. The HPC Commission Voted 5-0 (2 seats absent) in favor of the recommendation to Council.

On April 4, 2022, Kate Lopez, presented the request and recommendation to City Council. The City Council decided 5 -2 in favor of directing the Planning and Zoning Staff to create a scope of work, source out the costs associated with this request, and to report back to Council including the potential framework for the program. The Scope was to include a collaborative effort with the Friends of the Avenues and the HPC.

Approval Process:

A simple majority vote by the council would direct staff to devote budget, and staff time, towards preparing the documents required by State Statute to pursue the creation of the Historic District.

Budget Impact:

If approved, city Staff would pursue a qualifications based call for services to create the documents required by State Statute. With the information we currently have the amount for these services could range from \$28,000 to \$125,000. Additionally, if a district is approved, we anticipate the need for an additional Full Time Employee in the Planning Department to shoulder the increased work load. The cost of the employee depends on multiple factors and would be in the range of ~\$80,000 to \$100,000 per year. This amount is based on a fully burdened cost including FICA, PERSI, Insurance, etc.

Regulatory Impact:

The action tonight will not explicitly create the Historic District. However, it would put this item on a path for possible future creation. Historic Districts are created by the power vested to cities by State Statute Title 67 Chapter 46. We are under the obligation to follow the steps and regulations found within these Idaho State Statutes.

History:

N/A

Analysis:

N/A

Conclusion:

As part of the Council directive, City Staff engaged in discussions with the Friends of the Avenues spokesperson. These discussions led to the discovery of possible savings in the initial cost of updating the original residential survey. Also, city staff provided our presentation to the spokesperson in advance of this meeting, and we received correspondence back with their rebuttal to our presentation (see attachment #2).

The Council is tasked with making a decision on pursuing the creation of a Historic District.

Attachments:

1. Residential Historic District Process
2. Cost presentation Rebuttal 5_16_22
3. Proposed District Map - w aerial

RESIDENTIAL HISTORIC DISTRICT PROCESS

PRESENTED TO CITY COUNCIL 5/23/22



BACKGROUND

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STAFF RESEARCH

- Compiled documents for the District we had in our possession.
 - National Registry nomination (encompasses ~900 properties)
 - Includes the original survey/investigation performed in 2000
 - Map and list of properties
 - Pictures (not in our possession, Preservation Twin Falls has originals)
 - Design Guidelines
 - Written in 2000
- Staff began researching what is required to establish a Local Historic District



IDAHO STATE STATUTE

TITLE 67, CHAPTER 46: PRESERVATION OF HISTORIC SITES

67-4607: HISTORIC DISTRICTS. (*paraphrased for clarity*) May be established after following requirements are met:

- a. An investigation/survey of the area for historical, architectural, archeological and cultural significance.
- b. Report the findings to the local planning board for their consideration and recommendation.
- c. Historic Commission shall hold a public hearing, after due notice to all the owners of properties.
- d. Historic commission shall submit a final report and a draft of a proposed ordinance to City Council.
- e. City Council acts on Ordinance

67-4608: CERTIFICATE OF APPROPRIATENESS. (*paraphrased*) ... after the designation of a historic district, no exterior changes to any building (including walls, fences, light fixtures, steps and pavement, or other appurtenant features) are permitted until after approval of a Certificate of Appropriateness (CoA) by the historic preservation commission.

A CoA shall be required whether or not a building permit is required, and shall include review of: the architectural style, general design and general arrangement of the exterior of a building or other structure, including: the color, the kind and texture of the building material and type and style of all windows, doors, light fixtures, signs, other appurtenant fixtures and natural features such as trees and shrubbery.



SCOPE COMPILATION

- **Rough Draft Scope**

- Investigation/Update Inventory of properties (original done in 2000)
 - Updated photos of properties are needed.
 - The original nomination from 2000 contains most of the required information for the investigation. It should be used, and will reduce costs, but it will not remove the cost entirely.
- Creation of Design guidelines – to review CoA's (per 67-4608)
 - The original guidelines from 2000 contain a lot of information. It should be used, and will reduce costs, but it will not remove the cost entirely.
- Public Outreach – 3 Meetings/Open Houses
 - These meetings were meant to accomplish the collaborative directive from the council.
- Work Sessions with Historic Preservation Commission – 5-6 total meetings
- Public Mtg/Hearing – 2 (PZ & City Council)
- Ordinance Establishing the District
- Final Documents and Maps (Word/PDF Versions for website)

CONTACTING CONSULTANTS

- City Staff utilized the list of Consultants provided by the Idaho State Historic Preservation Office
- Responding Consultants gave ranges from \$48,000 to \$125,000; the average response was ~\$65,000
 - Using information from the original nomination and guidelines should reduce these costs.
 - Some respondents did not delineate costs by project phase, those that did had the Investigation Update and Guidelines costing between \$20,000 to \$40,000.

PROPOSED RESIDENTIAL HISTORIC DISTRICT PROGRAM

- Creation of a District (Statute 67-4607) and Process to review CoA's (67-4608)
 - One time Cost = \$48,000 to \$125,000
- New City Staff Member to receive, review, present, and finalize the CoA's.
 - Currently 135 properties in 3 Districts
 - Proposed Residential ~300 properties
 - Current staff member devotes 25% of time to HPC related activities.
 - Ongoing cost \$80,000+ each year (approximate fully burdened cost of a City Planner)
- Potential Savings:
 - Portions of the scope of work could be done in different years.
 - Large portions of the original survey/investigation and guidelines should be used.
 - The extent, and amount of updating would need to be in concert with the chosen consultant.
 - Savings ~\$20,000 to \$40,000.



BUSINESSES IN RESIDENTIAL HISTORIC DISTRICT

- **There are ~40 properties that are non-residential / commercial businesses**
 - Should there be different design guidelines for these properties?
- **Examples:**
 - Farmers Bank, Burnt Lemon Grill, Starley-Leavitt Insurance, Stover-Gadd & Associates Law Firm



PRESERVATION OF PROPERTIES

- **Historic Districts vs Historic Properties**

- State code 67-4614: allows for the preservation of Historic Properties through an ordinance passed by City Council by following these steps:
 - investigation and report on the historic, architectural, archeological or cultural significance
 - hold a public hearing, after giving written notice to property owners and occupants
- Upon passage of ordinance, a waiting period of 180 days is required for demolition, material alteration, remodel, relocation, or change in use of the property.
- Exemptions to 180 day waiting period include:
 - Maintenance and repairs, when no alteration takes place
 - Public safety / unsafe building



OTHER FINDINGS

- **67-4609. CHANGE OF USE.**

No change in the use of any structure or property within a designated historic district shall be permitted until after an application for a certificate of appropriateness has been submitted to and approved by the historic preservation commission. The city shall require such a certificate to be issued by the commission prior to the approval of any change of zoning classification within the historic district.

- **Current Historic Districts** (Warehouse, Downtown, City Park) do not contain guidelines for “change of use” or for Landscaping.
 - This will result in additional CoA’s that staff have not previously been involved with.
 - Some cost, or staff time, will be associated with updating those Guidelines.
- **Examples:**
 - Magic Valley Brewing
 - Street Trees
 - Rose Bushes



From: K Lopez <bneck02@gmail.com>
Sent: Monday, May 16, 2022 12:56 PM
To: Jonathan Spendlove
Cc: Mitch Humble
Subject: Cost presentation Rebuttal 5_16_22
Attachments: [City Cost Estimates rebuttal 5_16_22.pdf](#)

[EXTERNAL SENDER]

Hi Jonathon,

Please find attached our rebuttal to your presentation. I'm resending it due to an error in Mitch's email extension. I'm sorry.

Thank you again for your willingness to act in partnership with us in furtherance of a more attractive, inclusive, and responsive city.

Sincerely,

FRIENDS OF THE AVENUES

May 15, 2022

Jonathan Spendlove, Planning & Zoning Director
City of Twin Falls
P.O. Box 1907
Twin Falls, ID 83303-1907

Dear Mr. Spendlove,

Thank you for providing us the opportunity to review your presentation prior to delivery before the City Council. Since this is intended as a collaborative effort between City Staff, the Historic Preservation Commission and Friends of the Avenues, we would like to submit the following comments regarding the slides. We believe that the suggested modifications would help to more clearly represent the positions of Friends of the Avenues.

Background

Since the 4 April 2022 meeting, with the City Council, in which it was agreed by a 5-2 vote for the City and the Friends of the Avenues to begin researching the costs and details of establishing The Avenues Local Historic District, much information has been collected. The City requested estimates from fifteen consultants for the survey and establishment of guidelines for the local district, while the Friends of the Avenues inquired with the State Historic Preservation Office (SHPO) for specific information about updating the 2002 survey. SHPO recommended some important time and cost-saving strategies for the survey update that have been successfully implemented in Boise.

Staff Research

We believe that that it would be beneficial for City Staff to contact the State Historic Preservation Office for guidance on the creation of the proposed Historic District. SHPO is equipped to provide expert information and is a potential source of funding to help defray the cost of establishing a historic district. They provide their services at no cost to the City.

Idaho State Statute

With the creation of a Historic District, some projects requiring a Building Permit will also require a Certificate of Appropriateness. However, projects which only effect the interiors of properties, or are limited to maintenance work would not. It is not our intent to seek to regulate exterior paint colors or landscaping. Our research has documented that over the past few years only about one percent of building permits, in the City of Twin Falls, have originated within the boundaries of the proposed district.

Scope Compilation & Contacting Consultants

It is important to note that there are several strategies available to the City to potentially reduce the cost of creating a Historic District. You correctly stated that some of the necessary work was accomplished in years past and that using this work as a starting point can help reduce costs substantially. While it is desirable to use the most recent survey information possible, it is not essential. We believe that the existing survey would suffice and could be updated at some point in the future if necessary. We also believe that the existing Design Guidelines could be used and could be updated as needed in the future.

It is important to also note that alternate sources of funding, including grants from SHPO, other private foundations and organizations, although not guaranteed, could be expected to help mitigate costs. Perhaps this could be included as an additional slide.

Proposed Residential Historic District Program

If it is determined that an additional City Planner position needs to be created, perhaps that person could do some of the work required.

As you know the Friends of the Avenues have offered to assist the City in any way that we can in furtherance of this project. We would be happy to assist in updating of survey photos in order to reduce the manpower and financial burden on the City.

While we understand that the cost side of the cost/benefit analysis is the focus of your presentation, it should be recognized that historic districts can generate financial benefits to both the residents and the city as a whole.

Businesses in Residential Historic District

We don't see an issue with businesses in the Historic District. While the proposed district is primarily residential in character, businesses are an important part of the District. Businesses would fall under the same Design Guidelines as residences. The Design Guidelines are not specific to a particular building use or occupancy. We believe that this slide should be eliminated from the presentation as it is not relevant to the discussion.

Preservation of Properties

We don't believe this slide to be relevant. The provision for Historic Properties only applies to properties within a locally designated Historic District.

Other Findings

The City does reference landscaping in sections 3.73 and 4.46 of the Design Guidelines for the Warehouse District, and sections 2.15 and 3.1 of the Design Guidelines for the City Park District. Any changes to Design Guidelines for the other three local Historic Districts is not relevant to the issue at hand and should be dealt with separately. We do not support regulation of landscaping in Design Guidelines for the new Historic District.

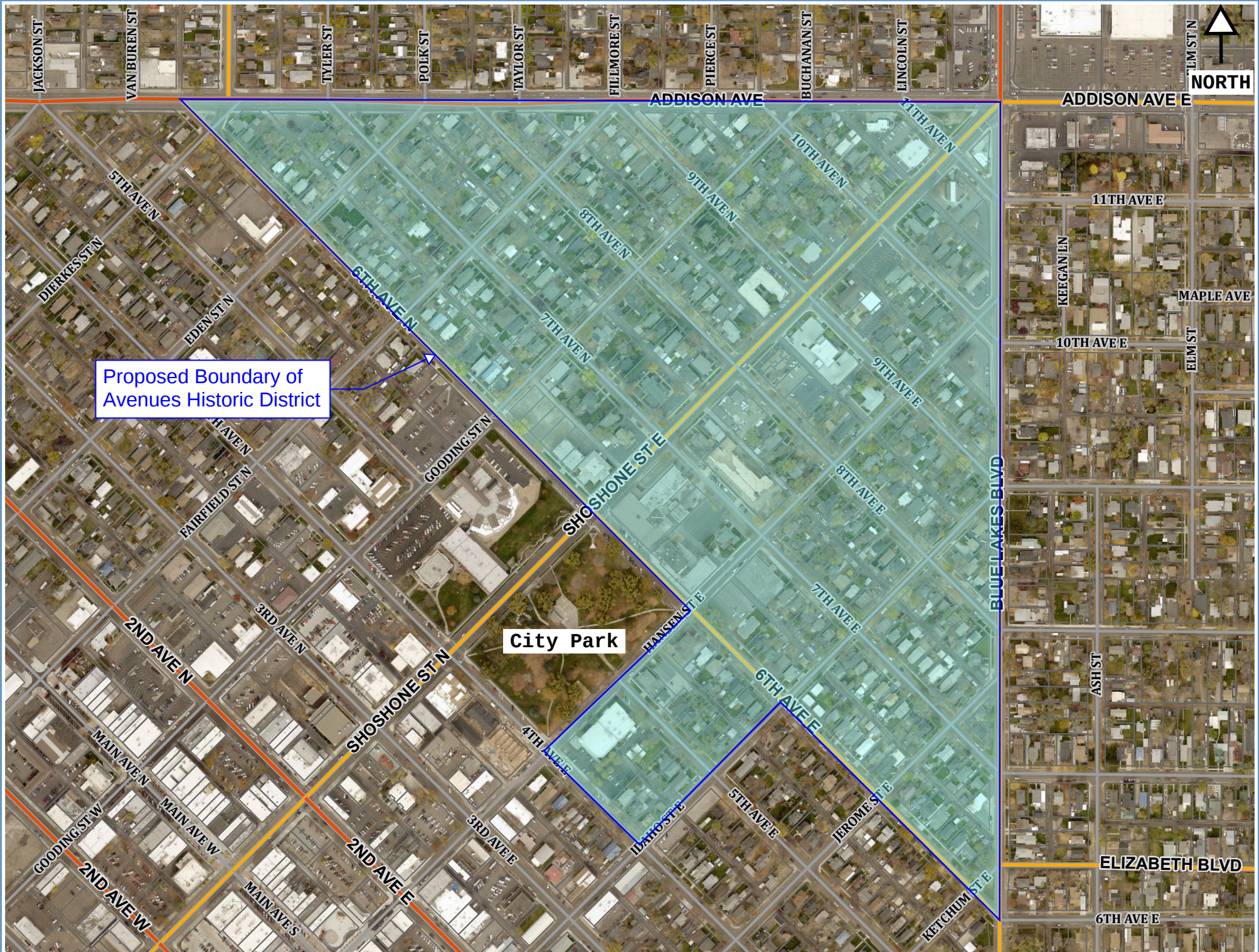
The statute creating local Historic Districts has a list of the things that Cities can regulate, exteriors, paint, rose bushes, etc. All of the residential districts in Idaho do not regulate everything allowed, but select what they think will help and benefit their communities. The Avenues wants to preserve the original houses whenever possible and help the owners accomplish that goal. We do not think that regulating the paint colors and rose bushes, are as important as exterior siding and windows, and consider them to fall under general maintenance.

Therefore, we think the best way forward is to focus on the reduced scope necessary to fulfill the statute requirements, which will in turn reduce costs while maximizing citizen benefits.

Sincerely yours,

Kate Lopez

Friends of the Avenues



NORTH

Proposed Boundary of
Avenues Historic District

City Park