



Twin Falls City Council Agenda

Monday, October 17, 2022, 5:00 PM

Council Chambers
203 Main Avenue East, Twin Falls, Idaho

Members: Ruth Pierce, Christopher Reid, Craig Hawkins, Nikki Boyd, Jason Brown, Spencer Cutler, Alexandra Caval

- 1) CALL MEETING TO ORDER/CONFIRMATION OF QUORUM
- 2) PLEDGE OF ALLEGIANCE
- 3) PROCLAMATIONS
- 4) CONSENT CALENDAR
 - a) **ACTION ITEM:** Request to approve City Council 2022 October 10 Minutes.
By: Amy Luna, Administrative Assistant
 - b) **ACTION ITEM:** Request to approve Accounts Payable for October 6-12 2022.
By: Amy Luna, Administrative Assistant
- 5) ITEMS OF CONSIDERATION
 - a) **ACTION ITEM:** Consideration to accept a lump-sum \$200,000 ITD Aeronautics grant offer reimbursement for 2021 Joslin Field utility infrastructure improvements in the N.E. hangar development area.
By: William Carberry, Airport Manager
 - b) **ACTION ITEM:** Request to utilize \$200,000 of ITD airport grant revenue for JUB Engineers to design, and public works crews to construct, phase II water & sewer lines, and if funding allows, an ID power line extension in the N.E. hangar area.
By: William Carberry, Airport Manager
- 6) GENERAL PUBLIC INPUT
- 7) ADVISORY BOARD REPORT/ANNOUNCEMENTS
- 8) PUBLIC HEARINGS
- 9) ADJOURNMENT
 - a) **ACTION ITEM:** REQUEST TO ADJOURN TO 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;

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, October 10, 2022, 5:00 PM

Council Chambers
203 Main Avenue East, Twin Falls, Idaho

1) CALL MEETING TO ORDER/CONFIRMATION OF QUORUM

Present: Mayor Ruth Pierce, Vice Mayor Christopher Reid, Council Member Craig Hawkins, Jason Brown, Spencer Cutler, Nikki Boyd & Alexandra Caval.

Absent:

Staff Present: City Manager Travis Rothweiler, Deputy City Managers Mitch Humble & Gretchen Scott, City Attorney Shayne Nope, CFO Breanna Howard, Police Chief Craig Kingsbury, Fire Chief Les Kenworthy, Human Resource Director Ida Clark, Airport Manager Bill Carberry, Assistant to the City Manager Mandi Thompson, Airport Supervisor Matt Barnes, Fleet Maintenance Supervisor Norm Hatke, Desktop Support Analyst Kim Hafer, Finance Administrative Assistant Amy Luna.

Mayor Pierce called the meeting to order at 5:00 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) Breast Cancer Awareness

Mayor Pierce read and presented the proclamation for "Breast Cancer Awareness" Month.

Thanked the fire department for the organizing the photo and organization of this proclamation.

4) CONSENT CALENDAR

MOTION: Vice Mayor Reid moved to approve the Consent Calendar as presented. **Council Member Hawkins** seconded the motion. The roll call vote showed all members present voted in favor of the motion, 7 to 0.

- a) Request to approve City Council 2022 October 03, Minutes.
- b) Request to approve Accounts Payable for September 29 thru October 5, 2022.
- c) Request to approve the Wells Fargo Credit Commercial Card for August 2022
- d) Request to approve October 5, 2022, Travel Requests.

5) ITEMS OF CONSIDERATION

a) Consideration of the Mayor's request to confirm the appointment of J.P. O'Donnell to the Airport Advisory Board.

Mayor Pierce & Airport Manager Carberry requested consideration of the mayor's request to confirm the appointment of J.P. O'Donnell to the Airport Advisory Board.

Discussion ensued on the following: None.

MOTION: Council Member Boyd moved to approve the request to confirm the appointment of J.P. O'Donnell to the Airport Advisory Board. **Council Member Brown** seconded the motion. The roll call vote showed all members present voted in favor of the motion, 7 to 0.

- b) Request to confirm the City Manager's appointment of Shawn Barigar to the position of Economic Development Director for the City of Twin Falls.
City Manager Rothweiler made a request to confirm the City Manager's appointment of Shawn Barigar to the position of Economic Development Director for the City of Twin Falls.

Discussion ensued on the following:

Vice Mayor Reid: Thanked Shawn for applying and looks forward to working with him.

MOTION: Council Member Brown moved to approve the request to confirm the City Manager's appointment of Shawn Barigar to the position of Economic Development Director for the City of Twin Falls. **Council Member Caval** seconded the motion. The roll call vote showed all members present voted in favor of the motion, 7 to 0.

Mayor Pierce issued the oath of office to Shawn Barigar.

- c) Request to authorize the commitment of matching funds for the Reconnecting Communities Pilot Discretionary Grant application.
Assistant to the City Manager Thompson requested to authorize the commitment of matching funds for the Reconnecting Communities Pilot Discretionary Grant application.

Discussion ensued on the following:

Council Member Caval: How did we calculate the amount?

Vice Mayor Reid: Do we have a timetable on when the decision will be made?

Council Member Cutler: Commented on the re-routing of Highway 30 and placement of a future bridge.

Mayor Pierce: Have we had any conversations with ITD on this subject?

MOTION: Council Member Hawkins moved to approve the request to authorize the commitment of matching funds (\$120,000) for the Reconnecting Communities Pilot Discretionary Grant application and authorize the mayor to sign. **Council Member Caval** seconded the motion. The roll call vote showed all members present voted in favor of the motion, 7 to 0.

- d) Request to declare airport equipment #9128, a 2001 International plow truck & sander, surplus and authorize its sale by online auction.
Airport Supervisor Barnes & Fleet Maintenance Supervisor Hatke requested to declare airport equipment #9128, a 2001 International plow truck & sander, surplus and authorize its sale by online auction.

Discussion ensued on the following:

Vice Mayor Reid: Asked for clarification of the "lack of utilization" declaration.

Council Member Boyd: Commented on the newer piece of equipment that the Airport has. Vice Mayor Reid: Asked if we could use this piece of equipment somewhere else in the city.

MOTION: Council Member Boyd moved to approve the request to declare airport equipment #9128, a 2001 International plow truck & sander, surplus and authorize its sale by online auction. **Vice Mayor Reid** seconded the motion. The roll call vote showed all members present voted in favor of the motion, 7 to 0.

- e) Request to utilize \$27,000 of airport reserve funds to replace the failing engine in the airport's 2001 John Deere Loader.
Airport Manager Carberry & Fleet Maintenance Supervisor Hatke requested to utilize \$27,000 of airport reserve funds to replace the failing engine in the airport's 2001 John Deere Loader.

Discussion ensued on the following:

Mayor Pierce: Confirmed that the income from the equipment #9128 will go into reserve and can help with this request.

MOTION: Vice Mayor Reid moved to approve the request to utilize \$27,000 of airport reserve funds to replace the failing engine in the airport's 2001 John Deere Loader. **Council Member Caval** seconded the motion. The roll call vote showed all members present voted in favor of the motion, 7 to 0.

6) GENERAL PUBLIC INPUT: None.

7) ADVISORY BOARD REPORT/ANNOUNCEMENTS

Council Member Caval spoke about the Public Arts Commission.

Council Member Cutler spoke about the Emergency Planning Committee and a compliment that Josh Baird received.

Mayor Pierce spoke about the SLFRF Committee announcement that came out today. Applications can be found on our website.

Council Member Boyd spoke about the Library Annual Retreat.

City Manager Rothweiler spoke about the Cross-Town Clash at 7:00 pm on Saturday, October 15, 2022.

8) PUBLIC HEARINGS

9) ADJOURNMENT

The meeting adjourned at 05:44 PM

Amy Luna, Administrative Assistant

****If you wish to have a full accounting of this meeting, please listen to the recording that is located on our website. **** [Tfid.org](https://www.tfid.org)



Date: Monday, October 17, 2022
To: Honorable Mayor and City Council
From: Bill Carberry, Airport Manager

Request: Consideration to accept a lump-sum \$200,000 ITD Aeronautics grant offer reimbursement for 2021 Joslin Field utility infrastructure improvements in the N.E. hangar development area.

Background: The Idaho Transportation Dept. approved Governor Little's Leading Idaho Initiative for Airports, allowing the Division of Aeronautics to schedule funding for the State's commercial service airports to receive a one-time \$200,000 lump sum grant for airport capital improvements.

At the August 8th City Council meeting my request to move forward with an application for this grant opportunity was approved. The grant would be issued as a reimbursement for 2021 water & sewer improvements, which utilized funding from airport reserves that were authorized by the City Council.

As a companion agenda item on October 17th, I will be requesting that the grant funding be applied toward a second phase of water, sewer, and if funding allows, electrical improvements.

Approval Process: A majority vote of the Council is needed to approve the request. The City Council is required to ratify the Grant Agreement and the City Resolution. This can be done as individual motions by the Council.

Budget Impact: The approval will allow for participation from ITD with our utility plan upgrades. The Airport should receive the funding before the end of the year.

Regulatory Impact: The grant offer will be subject to the standard assurances associated with State Division of Aeronautics grant agreements.

Conclusion:

*Staff recommends that the City Council- motion to approve acceptance of the ITD grant offer and authorize the Mayor to sign the grant.

*Staff recommends the City Council- motion to approve City Resolution R-2022-015 and authorize the Mayor to sign the resolution.

The Council will need to ratify both the Grant Agreement and City Resolution R-2022-015, authorizing the Mayor to sign both. This can be done as individual motions by the Council.

Attachments: ITD Airport Grant Offer; City Resolution R-2022-015

GRANT AGREEMENT
IDAHO AIRPORT AID PROGRAM
STATE FISCAL YEAR-23

TO: County of Twin Falls, Idaho and City of Twin Falls, Idaho
(Hereinafter referred to as the "SPONSOR")

FROM: The State of Idaho, acting through the IDAHO TRANSPORTATION DEPARTMENT, DIVISION OF
AERONAUTICS
(Hereinafter referred to as the "STATE")

WHEREAS, the SPONSOR has submitted to the STATE an application for assistance from the Idaho Airport Aid Program for development of the Twin Falls-Joslin Field-Magic Valley Regional Airport, together with the planning proposal or plans and specifications for the project. The STATE approved the application and it is hereby incorporated herein and made a part thereof:

WHEREAS, the Idaho Transportation Board has approved a project for development of the airport consisting of the following described airport development:

Project Description: Airside Development
FS Program Number: L238TWF
Project Number: SP-TWF-01

NOW THEREFORE, for the purpose of carrying out the provisions of the Uniform State Aeronautics Department Act; Title 21 of the Idaho Code,, as amended, and in consideration of the SPONSOR acceptance of this offer, as hereinafter provided, the STATE hereby agrees to pay, as its share of the costs incurred in accomplishing the project, not more than a lump sum amount of \$200,000.

This Grant incorporates the following terms and conditions:

1. The STATE affirms that:
 - A. The maximum obligation of the STATE payable under this Grant shall be \$200,000.00.
 - B. This grant expires on June 30, 2026 and the STATE shall have no further obligation after that date.
2. The SPONSOR shall:
 - A. The Airport Sponsor agrees to comply with the regulations relative to non-discrimination in State assisted programs of the Idaho Transportation Department.
 - B. Diligently and expeditiously complete this project by June 30, 2026 and likewise pursue appropriate measures as may be agreed upon by the SPONSOR and the STATE to remedy project delays, including but not limited to litigation or condemnation.
 - C. Carry out and complete the project in accordance with the plans, specifications, and property map, incorporated herein, as they may be revised or modified, with approval of the STATE.

- D. Competitively bid all contracts for construction involved in this project in accordance with bidding procedures outlined in Idaho Statute Title 67, Chapter 92 of the Idaho Code and Title 2 CFR part 200 and provide solicitation documentation to the STATE.
- E. In connection with the acquisition of real property for the project, secure at least two written appraisals by licensed appraisers and not pay in excess of the highest appraisal without the written consent of the STATE or except as directed by a court of competent jurisdiction after a contested trial and a judgment not resulting from agreement between the parties.
- F. No State funds will be paid to the SPONSOR in any case until it certifies in writing that it has funds available and will spend at least the amount designated for this project in the Grant Agreement, solely for the project in question.
- G. The SPONSOR agrees to hold said airport open to the flying public for the useful life of the facilities developed under this project.
- H. The SPONSOR shall grant no exclusive use or operating agreements, to any person, company, or corporation. Failure to abide by such agreement shall automatically obligate the immediate and full return of all State of Idaho money expended on behalf of the project to the State of Idaho.
- I. Agrees to fulfill the FAA assurances applicable to this project and follow the requirements in 49 USC 471 Airport Development. (Only applies to FAA funded projects)
- J. Agrees to follow and include applicable FAA required contract terms to any associated contracts granted in association with this grant. (Only applies to FAA funded projects)
- K. Submit with this accepted Grant Agreement the full name of the local Project Manager/Inspector along with full contact information including work phone number, cell phone number, fax number, email address, and postal mailing address. Also include a job related contact that will know the whereabouts of and can contact the Project Manager/Inspector quickly for Grant related matters.
- L. Use the provided "Project List and Submittals" form to monitor the project's progress. The SPONSOR will submit the form when submittals are made, and provide the completed form, along with the reports, as part of the closeout documents.
- M. Such allocation agreement shall become effective upon the SPONSOR acceptance of this offer and shall remain in full force and effect throughout the useful life of the facilities developed under the project but in any event not to exceed twenty (20) years from the date of acceptance.
- N. Said offer and acceptance shall comprise allocation agreement, constituting the obligation and rights of the State of Idaho and the SPONSOR with respect to the accomplishment of the project and the operation and the maintenance of the airport.
- O. SPONSOR must develop the airport in accordance with current Idaho Division of Aeronautics design and construction standards.
- P. SPONSOR cannot allow any activity or action on the airport that would interfere with its use for airport purposes.

- Q. SPONSOR must allow all types, kinds, and classes of aeronautical activities use the airport. This includes such activities as parachute jumping and ultralight vehicles. One possible reason for not allowing an aeronautical activity on the airport is if it cannot be conducted safely. The final safety determination is the responsibility of the Idaho Division of Aeronautics.
 - R. SPONSOR must allow people to service their own aircraft according to all applicable Federal Aviation Regulations (FARs). IDAPA 39.04.01
 - S. All revenue generated on the airport by the Sponsor will be used for airport purposes only.
 - T. SPONSOR should have a master plan or an airport or heliport layout plan to be eligible for participation in the allocation program. The plan must be accepted by the Division of Aeronautics. IDAPA 39.04.01
 - U. SPONSOR will have proof of ownership or lease of all land upon which any project is proposed in order to protect the investment of public funds.
 - V. SPONSOR will have compatible land use and height zoning for the airport to prevent incompatible land uses and the creation or establishment of structures or objects of natural growth which would constitute hazards or obstructions to aircraft operating to, from, on, or in the vicinity of the subject airport. Idaho Statute 67-6508q
 - W. That any Exclusive Operating or Use Agreement shall Automatically Obligate the Immediate and full Return of all State of Idaho money expended in behalf of the Project to the State of Idaho.
 - X. SPONSOR will maintain a fee and rental structure for services and facilities at the airport which will make the airport as self-sustaining as possible taking into account such factors as the volume of traffic and economy of collection. The Division of Aeronautics can provide assistance with establishing the structure base.
 - Y. SPONSOR is required to make selection for professional engineering or construction management pursuant to Idaho Code Title 54 and will provide evidence of based selection to the Division of Aeronautics. Idaho Code 67-2320
- 3. The allowable costs of the project shall not include any costs determined by the STATE to be ineligible.
 - 4. The STATE reserves the right to amend or withdraw this offer at any time prior to its acceptance by the SPONSOR.
 - 5. This offer shall expire and the STATE shall not be obligated to pay any part of the costs of the project unless the final agreement has been accepted by the SPONSOR on or before November 30, 2022 or such subsequent date as may be prescribed in writing by the STATE.

Except for those projects receiving both State and Federal Aid (submit copies of FAA Application and Agreement), the following inspection schedule, and reporting system is required:

6. Inspection Schedule and Reporting System:

Inspection Schedule and Reporting System will vary for each project. The SPONSOR must make reports and be subject to inspections on the following schedule:

- A. SPONSOR shall report project commencement date.
- B. SPONSOR shall make quarterly reports during construction.
- C. SPONSOR shall receive approval prior to any change in the scope of the project.
- D. SPONSOR shall report project completion date and request final inspection and payment.
- E. STATE may participate in the final inspection and shall sign off the project as completed.
- F. STATE may arrange for audit of account in accordance with regularly scheduled audit program.

The execution of this instrument by the SPONSOR and ratification and adoption of the project application incorporated herein provides proof of the Sponsors commitment, as hereinafter provided. Said offer and acceptance shall comprise allocation agreement, constituting the obligation and rights of the State of Idaho and the SPONSOR with respect to the accomplishment of the project and the operation and the maintenance of the airport. Such allocation agreement shall become effective upon the SPONSOR acceptance of this offer and shall remain in full force and effect throughout the useful life of the facilities developed under the project but in any event not to exceed twenty (20) years from the date of acceptance.

STATE OF IDAHO, ITD
Division of Aeronautics

By: 
Jeffrey L. Marker, Administrator

ACCEPTANCE

THE SPONSOR DOES HEREBY RATIFY AND ADOPT ALL STATEMENTS, representations, warranties, covenants, and agreements contained in the project application and incorporated materials referred to in the foregoing offer and does hereby accept said offer and by such acceptance agrees to all of the terms and conditions thereof.

Executed this ____ day of _____, 2022.

By: _____
Jack Johnson, Chairman

County of Twin Falls

By: _____
Ruth Pierce, Mayor

City of Twin Falls

County Resolution

Exact from the minutes of a regular meeting
of the County Commission of County of Twin Falls, Idaho
Held on _____, 2022.

Commissioner _____, introduced the following Resolution, was read in full, considered, and adopted:

Resolution number _____ of County of Twin Falls, Idaho accepting the Grant Offer of the State of Idaho through the Idaho Transportation Department, Division of Aeronautics, in the maximum amount of \$200,000.00 to be used under the Idaho Airport Aid Program, FS Program number: L238TWF, Project number: SP-TWF-01 in the development of the Twin Falls-Joslin Field-Magic Valley Regional Airport; and

Be it resolved by the Chairman and County Commission of County of Twin Falls, Idaho herein referred to as the County as follows:

Sec. 1. That the County shall accept the Grant Offer of the State of Idaho in the amount of \$200,000.00, for the purpose of obtaining State Aid under FS Program Number: L238TWF, Project Number: SP-TWF-01 in the development of the Twin Falls-Joslin Field-Magic Valley Regional Airport; and

Sec. 2. That the Chairman of the County of Twin Falls County Commission is hereby authorized and directed to sign the statement of Acceptance of said Grant Offer (entitled Acceptance) on behalf of the County, the County Clerk is hereby authorized and directed to attest the signature of the Chairman and to impress the official seal of the County on the aforesaid statement of Acceptance; and

Sec. 3. A true copy of the Grant Agreement referred to herein be attached hereto and made a part thereof.

Passed by the County Commission and approved by the Chairman this _____ day of _____, 2022.

Jack Johnson, Chairman

ATTEST:

Shannon Carter, Office Administrator/Risk Management

CERTIFICATE

I, Shannon Carter, Office Administrator/Risk Management do hereby certify that the foregoing is a full, true, and correct copy of Resolution No. _____ adopted at a regular meeting of the County Commission held on the _____ day of _____, 2022, and that the same is now in full force and effect. IN WITNESS WHEREOF, I have hereunto set my hand and impressed the official seal of the County, this _____ day of _____, 2022.

Shannon Carter,
Office Administrator/Risk Manager

City Resolution

Exact from the minutes of a regular meeting
of the City Council of City of Twin Falls, Idaho
Held on _____, 2022.

Councilwoman _____, introduced the following Resolution, was read in full, considered, and adopted:

Resolution number _____ of City of Twin Falls, Idaho accepting the Grant Offer of the State of Idaho through the Idaho Transportation Department, Division of Aeronautics, in the maximum amount of \$200,000.00 to be used under the Idaho Airport Aid Program, FS Program number: L238TWF, Project number: SP-TWF-01 in the development of the Twin Falls-Joslin Field-Magic Valley Regional Airport; and

Be it resolved by the Mayor and City Council of City of Twin Falls, Idaho herein referred to as the City as follows:

Sec. 1. That the City shall accept the Grant Offer of the State of Idaho in the amount of \$200,000.00, for the purpose of obtaining State Aid under FS Program Number: L238TWF, Project Number: SP-TWF-01 in the development of the Twin Falls-Joslin Field-Magic Valley Regional Airport; and

Sec. 2. That the Mayor of the City of Twin Falls City Council is hereby authorized and directed to sign the statement of Acceptance of said Grant Offer (entitled Acceptance) on behalf of the City, the City Clerk is hereby authorized and directed to attest the signature of the Mayor and to impress the official seal of the City on the aforesaid statement of Acceptance; and

Sec. 3. A true copy of the Grant Agreement referred to herein be attached hereto and made a part thereof.

Passed by the City Council and approved by the Mayor this _____ day of _____, 2022.

Ruth Pierce, Mayor

ATTEST:

Amy Luna, City Clerk

CERTIFICATE

I, Amy Luna, City Clerk do hereby certify that the foregoing is a full, true, and correct copy of Resolution No. _____ adopted at a regular meeting of the City Council held on the _____ day of _____, 2022, and that the same is now in full force and effect. IN WITNESS WHEREOF, I have hereunto set my hand and impressed the official seal of the City, this _____ day of _____, 2022.

Amy Luna, City Clerk



Date: Monday, October 17, 2022
To: Honorable Mayor and City Council
From: Bill Carberry, Airport Manager

Request: Request to utilize \$200,000 of ITD airport grant revenue for JUB Engineers to design, and public works crews to construct, phase II water & sewer lines, and if funding allows, an ID power line extension in the N.E. hangar area.

Background: As a means to further the airport's strategic planning goal of expanding utilities for economic development, staff would like to utilize the unanticipated \$200,000 ITD airport grant revenue to fund Phase II of the utility expansion in the N.E. development area.

The project will utilize the funding for design services and construction materials such as pipe, gravel, manholes, and other materials. The City sewer and water departments have generously agreed to help install the materials associated with the project over the winter-spring time frame. They see the project as an opportunity to help train some of their less experienced equipment operators in an environment that is safe and convenient to do so.

Although cost estimates and exact scope have not been estimated at this time, it is known that the cost of the project will be significantly lower with the help of in-house public works crews doing the construction.

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

Budget Impact: The Airport budget will utilize the funding from the unanticipated 2022 ITD grant revenue to support the project.

Regulatory Impact: The project will be design and constructed within the regulatory guidelines established.

Conclusion: Staff recommends a motion- to approve the request to utilize \$200,000 of ITD airport grant revenue for JUB Engineers to design, and public works crews to construct, phase II water & sewer lines, and if funding allows, an ID power line extension in the N.E. hangar area.

Attachments: A draft utility improvement exhibit will be available and displayed at the meeting Oct. 17th.